



*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)

**February 14, 2012**

Tuesday, February 14, 2012

Start time 10:00 AM

## **AGENDA**

1. **CALL TO ORDER**
2. **MINUTES**
3. **MINUTES APPROVAL**
  - 3.1 **JANUARY 10, 2012 (2012/01/10)**
4. **BANK RECONCILIATION**
5. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
6. **BUSINESS ARISING FROM MINUTES**
  - 6.1 **BYLAW NO. 1592 - BYLAW TO RESCIND BYLAW NO. 1590**
  - 6.2 **ST. LINA - 100 YEAR ANNIVERSARY**
7. **DELEGATION**
8. **11:00 A.M. - FROG LAKE FIRST NATIONS**
9. **NEW BUSINESS**
  - 9.1 **2012 LAND LEASES**
  - 9.2 **STREET LIGHT REQUEST**
  - 9.3 **TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB**
  - 9.4 **BUDGET MEETING**
  - 9.5 **2012 CONSTRUCTION LAW SEMINAR - FEBRUARY 21**
  - 9.6 **2012 RMRF MUNICIPAL LAW SEMINAR - FEBRUARY 24**
  - 9.7 **LOBBYING GOVERNMENT EFFECTIVELY - FEBRUARY 29**
  - 9.8 **ALBERTA RECYCLING SPRING SEMINAR - FEB. 29 - MAR. 2**
  - 9.9 **ACCURATE ASSESSMENT GIS COURSES - MAR 7 & 8**
  - 9.10 **PARTNERS IN COMPLIANCE AGM - MARCH 9**
  - 9.11 **ALBERTA WATER WASTEWATER OPERATOR SEMINAR - MARCH 12-16**
  - 9.12 **AAMD&C SPRING CONVENTION - MARCH 19-21**
  - 9.13 **AAMD&C CONVENTION - MEETING WITH RCMP**

- 9.14 ELECTED OFFICIAL EDUCATION PROGRAM - MARCH 19 & MARCH 22
- 9.15 DISASTER SOCIAL SERVICES TRAINING SESSION - MARCH 27 & 28
- 9.16 GROWING RURAL TOURISM CONFERENCE - APRIL 2-4, 2012
- 9.17 2012 EDA CONFERENCE - APRIL 11-13
- 9.18 EMPLOYMENT STANDARDS CODE SEMINAR - APRIL 27
- 9.19 DATE FOR PUBLIC AUCTION OF LANDS
- 9.20 BYLAW NO. 1591 - TOWN OF ELK POINT/COUNTY OF ST. PAUL INTER-MUNICIPAL DEVELOPMENT PLAN
- 9.21 APPOINTMENT OF WEED & PEST CONTROL INSPECTORS
- 9.22 ROAD CONSTRUCTION EASEMENTS
- 9.23 GARNIER LAKE ROAD ALLOWANCE
- 9.24 HIGHWAY WELCOME SIGNS
- 9.25 LAFOND SCHOOL PROPERTY
- 9.26 FCSS POLICY
- 9.27 STRATEGIC PLAN AMENDMENTS
- 9.28 WATER POLICY - PW75
- 9.29 ELK POINT FIRE BUDGET
- 9.30 INTERNET ACCESS FOR UNSERVICED AREAS OF THE COUNTY
- 9.31 QUEEN'S DIAMOND JUBILEE MEDAL
- 9.32 IN CAMERA
- 9.33 MUNICIPAL CENSUS COURSE - MARCH 13
- 10. CORRESPONDENCE
- 11. REPORTS
  - 11.1 CAO REPORT
  - 11.2 JOINT HEALTH & SAFETY MINUTES
- 12. UPCOMING MEETINGS
  - 12.1 FEBRUARY 22 @ 10:00 A.M. - MDP WORKSHOP
  - 12.2 FEBRUARY 24 @ 10:00 A.M. - PUBLIC WORKS
  - 12.3 MARCH 2 @ 1:30 P.M. - ROUND TABLE DISCUSSIONS - MLA & LOCAL MUNICIPALITIES
- 13. FINANCIAL
  - 13.1 COUNCIL FEES
  - 13.2 LISTING OF ACCOUNTS PAYABLE - DECEMBER & JANUARY
  - 13.3 BUDGET TO ACTUAL
- 14. ADJOURNMENT

## 3. Minutes Approval

3.1 JANUARY 10, 2012 (2012/01/10)



**January 10, 2012**

Start time : 10:00 AM

## **MINUTES**

### **CALL TO ORDER**

The 501st meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:10 a.m., Tuesday, January 10, 2012 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

Ciaran Thompson St. Paul Journal

### **MINUTES**

#### **Resolution #CM20120110.1001**

Moved By: Councillor Maxine Fodness

to approve the minutes of the December 13, 2011 Council Meeting with the following amendments:

Resolution CM20111213.1039 - insert Ministry of Human Services formerly known as

Resolution CM20111213.1056 - replace \$12,500 with \$25,000

**CARRIED**

### **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**

The following additions were made to the agenda:

- Mutual Fire Aid Agreement - County of Vermilion River
- Request for Funding - Rhinos Club Volleyball
- Scope Change - Ashmont Water Treatment Plant
- Policy - Guarantee for Grader Operators
- NADC - Leading the North Conference
- St. Lina 100 Year Anniversary - July 8th

#### **Resolution #CM20120110.1002**

Moved By: Councillor Frank Sloan

to adopt the agenda for the Regular Meeting of Council for January 10, 2012 with the above noted additions.

**CARRIED**

### **BANK RECONCILIATION**

#### **Resolution #CM20120110.1003**

Moved By: Councillor Cliff Martin

to adopt the Bank Reconciliation for the month of November, 2011.

**CARRIED**



**QUOTES FOR  
MOTOR  
GRADERS AND  
ROCK TRUCK**

Council was presented with the following quotes for Motor Graders:

<b><u>Volvo</u></b>	
\$439,000 x 3 graders	\$1,317,000
Minus one dozer	24,500
Plus Joystick	27,000
<b>Total</b>	<b>\$1,319,500</b>
Less Trades \$175,000 x 3	525,000
<b>Cash Difference</b>	<b>\$ 794,500</b>

<b><u>Cat</u></b>	
\$455,000 x 3 graders	\$1,365,600
Plus two dozers	57,860
<b>Total</b>	<b>\$1,423,460</b>
Less Trades \$210,000 x 3	630,000
<b>Cash Difference</b>	<b>\$ 793,400</b>

**Resolution #CM20120110.1004**

Moved By: Councillor Cliff Martin  
to approve the purchase of 3 Cat motor graders from Finning Co. Ltd. for a cash difference of \$793,400.

**CARRIED**

Council was then presented with the following quotes for the purchase of a Rock Truck:

<b>VOLVO</b>	\$402,800 355HP Tier IV Engine (\$10,000 value) 7 years 6000 hours full warranty Front Spill Plate
<b>CAT</b>	\$394,500 325 HP Tier 3 Engine 5 year 7500 hours full warranty
<b>JOHN DEER</b>	\$420,000 285 HP 5 year 5000 hours full warranty

**Resolution #CM20120110.1005**

Moved By: Councillor Dwight Dach  
to approve the purchase of a Volvo rock truck for \$402,800 from Strongco Equipment.

**CARRIED**

**AGREEMENT  
WITH FROG  
LAKE MINOR  
SPORTS**

**Resolution #CM20120110.1006**

Moved By: Councillor Cliff Martin  
to approve the agreement with the Frog Lake Minor Sports Association to use the Whitney Lake ball diamonds for the period of May 15 to September 30, 2012.

**CARRIED**

**BYLAW NO. 1590**

**Resolution #CM20120110.1007**

Moved By: Councillor Maxine Fodness  
to table Bylaw No. 1590 to the February Meeting.

**CARRIED**

**HEAVY OIL  
ISSUES**

**Resolution #CM20120110.1008**

Moved By: Councillor Frank Sloan

that the County of St. Paul will not join the County of Vermilion River, MD of Bonnyville and the County of Two Hills to collectively negotiate with oil companies on road infrastructure affected by heavy oil operations. The County will continue to negotiate with the oil companies on their own.

**CARRIED**

**2012 LAND  
LEASES**

**Resolution #CM20120110.1009**

Moved By: Councillor Cliff Martin

to 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

PNE 6-60-10-W4

St. Paul Grazing Reserve Assn.

Don Imeson

NE 4-62-12-W4

William & Edward Zapisocki

**CARRIED**

**2011 STRATEGIC  
PLAN - FINAL  
COPY**

**Resolution #CM20120110.1010**

Moved By: Councillor Dwight Dach

to approve the final update to the 2011 Strategic Plan.

**CARRIED**

**2012 STRATEGIC  
PLAN**

**Resolution #CM20120110.1011**

Moved By: Councillor Maxine Fodness

to approve the 2012 Strategic Plan as presented.

**CARRIED**

**2012 SALARY  
APPROVAL**

**Resolution #CM20120110.1012**

Moved By: Councillor Dwight Dach

to approve the 2012 salary grid adjustments and changes in employee positions as discussed at the Salary Negotiations meeting, effective January 1, 2012.

**CARRIED**

**Resolution #CM20120110.1013**

Moved By: Councillor Alphonse Corbiere

to approve a 3% cost of living adjustment for all County employees effective January 1, 2012 as well as a \$400 health spending account for all employees and Council Members who are eligible for benefits. The health spending account to be prorated for seasonal employees.

**CARRIED**

**Resolution #CM20120110.1014**

Moved By: Councillor Frank Sloan

to approve a 13.6% increase (which includes the 3% COLA) for the Chief Administrative Officer Position, effective January 1, 2012, in order to adjust the salary for that position to fall within the average salary range as reported on the 2011 AAMD&C Salary Survey.

**CARRIED**

**REQUEST FOR  
SUPPORT - ST.  
PAUL  
FARMERETTES**

**Resolution #CM20120110.1015**

Moved By: Councillor Alphonse Corbiere

to approve a \$100 donation for the St. Paul Farmerettes Annual Bonspiel to be held on January 21, 2012.

**CARRIED**

**REQUEST FOR  
FUNDING FOR  
2012 WINTER  
GAMES**

**Resolution #CM20120110.1016**

Moved By: Councillor Cliff Martin

to approve a \$500 donation for the St. Paul Pee Wee A Canadiens Hockey Team to offset the costs of attending the Alberta Winter Games from February 9-12, 2012 as per County Policy ADM-51.

**CARRIED**

**DISASTER  
SOCIAL  
SERVICES  
TRAINING  
SESSION**

**Resolution #CM20120110.1017**

Moved By: Councillor Alphonse Corbiere  
to approve Janice Fodchuk to attend the Disaster Social Services Training  
Sessions on March 27 and 28, 2012 in Lloydminster.

**CARRIED**

**HEINSBURG AND  
STAROSIELSKI  
CEMETERIES**

**Resolution #CM20120110.1018**

Moved By: Councillor Glen Ockerman  
that the County 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.

**CARRIED**

**PROFESSIONAL  
MINUTE TAKING  
WORKSHOP**

**Resolution #CM20120110.1019**

Moved By: Councillor Dwight Dach  
to authorize Phyllis Corbiere and Betty Way to attend the  
one-day Professional Minute Taking Seminar on February 2, 2012 in  
Edmonton.

**CARRIED**

**REQUEST TO  
PURCHASE  
COUNTY OWNED  
LOT - ST. LINA**

**Resolution #CM20120110.1020**

Moved By: Councillor Maxine Fodness  
to table the offer to purchase Lot 116 in PNE 20-61-10-W4 for further  
information regarding other options that may  
be available for the purchaser.

**CARRIED**

**ST. PAUL JUNIOR  
CURLING  
ASSOCIATION**

**Resolution #CM20120110.1021**

Moved By: Councillor Alphonse Corbiere  
that Council approve a \$300 contribution for the St. Paul Junior Curling  
Association for their bonspiel on January 29, 2012.

**CARRIED**

**VETERAN'S  
MEMORIAL  
HIGHWAY  
ASSOCIATION**

**Resolution #CM20120110.1022**

Moved By: Councillor Dwight Dach  
that the County become a member of the Veteran's Memorial Highway  
Association and appoint Councillor Sloan as a member to the  
committee with Councillor Fodness as alternate.

**CARRIED**

**WRITE-OFF OF  
ACCOUNTS  
RECEIVABLE**

**Resolution #CM20120110.1023**

Moved By: Councillor Maxine Fodness  
that Council approve the write-off for accounts receivable invoices dating  
back to 2009 and totaling \$4,253.13 including  
penalties, which the collection agency has been unsuccessful in  
collecting on behalf of the County.

**CARRIED**

**REQUEST FOR  
FUNDING -  
RHINOS CLUB  
VOLLEYBALL**

**Resolution #CM20120110.1024**

Moved By: Councillor Glen Ockerman  
that the County make a \$250 donation to the U16 and a \$250 donation to  
the U18 Rhinos Club Volleyball teams to offset the costs of  
attending Provincials in Edmonton on May 5 & 6, 2012.

**CARRIED**

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

**Resolution #CM20120110.1025**

Moved By: Councillor Alphonse Corbiere  
to approve the Mutual Fire Aid Agreement with the County of Vermilion  
River effective November 30, 2011, which formalizes the rights and  
obligations for the supply of fire suppression services between the  
neighboring municipalities.

**CARRIED**

**SCOPE CHANGE  
- ASHMONT WTP**

**Resolution #CM20120110.1026**

Moved By: Councillor Frank Sloan

to approve the Scope Change for bromate formation testing for the Ashmont Water Treatment Plant which will cost an additional \$3,000  
**CARRIED**

**POLICY -  
GUARANTEE  
FOR GRADER  
OPERATORS**

**Resolution #CM20120110.1027**  
Moved By: Councillor Alphonse Corbiere  
to approve Policy Per-74, Guaranteed Wage for Grader Operators.

**CARRIED**

**NADC - LEADING  
THE NORTH  
CONFERENCE**

**Resolution #CM20120110.1028**  
Moved By: Councillor Dwight Dach  
to authorize Reeve Upham to attend the Leading the North Conference in Fort McMurray from January 25-27, 2012.

**CARRIED**

**ST. LINA 100TH  
ANNIVERSARY  
CELEBRATION**

**Resolution #CM20120110.1029**  
Moved By: Councillor Alphonse Corbiere  
to table the request for funding for St. Lina's 100th Anniversary Celebration to the next meeting, pending clarification on County policy.

**CARRIED**

**CAO REPORT**

CAO Sheila Kitz, read her report aloud to Council.

**Resolution #CM20120110.1030**  
Moved By: Councillor Maxine Fodness  
to adopt the CAO report as read.

**CARRIED**

**REPORTS**

None to report

**JOINT HEALTH &  
SAFETY  
COMMITTEE  
MINUTES**

**Resolution #CM20120110.1031**  
Moved By: Councillor Alphonse Corbiere  
to accept the Joint Health & Safety Minutes for the months of September and November as information.

**CARRIED**

**COUNCIL FEES**

None to report.

**LISTING OF  
ACCOUNTS  
PAYABLE**

None to report.

**BUDGET TO  
ACTUAL**

**Resolution #CM20120110.1032**  
Moved By: Councillor Alphonse Corbiere  
to accept the budget to actual for the period ending December 31, 2011 prior to year end entries, as information.

**CARRIED**

**ADJOURNMENT**

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 11:34 a.m.

These minutes approved this 14th day of February, 2011.

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Reeve

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Chief Administrative Officer

## 6. Business Arising from Minutes

- 6.1 BYLAW NO. 1592 - BYLAW TO RESCIND BYLAW NO. 1590
- 6.2 ST. LINA - 100 YEAR ANNIVERSARY



*County of St Paul No 19*  
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## Issue Summary Report

### 6.1 BYLAW NO. 1592 - BYLAW TO RESCIND BYLAW NO. 1590

#20120209012

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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Bylaw No. 1592 is being presented to Council to rescind Bylaw No. 1590 as it is no longer required.

#### Recommendation

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Motion to give three readings to Bylaw No. 1592.

#### Additional Information

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**Originated By :** pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1592

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A By-law of the County of St. Paul No. 19 in the Province of Alberta to rescind Bylaw No. 1590.

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**WHEREAS**, Bylaw No. 1590 which is a Bylaw to lease Lot 1ER Plan 8022307 (within NW 32-56-9-W4M) for a use not specified in Section 671(1) of the Municipal Government Act, is not required as the lessee is no longer interested in leasing the property.

**NOW THEREFORE**, be it resolved that Bylaw No. 1590 be repealed.

Read a first time this 14<sup>th</sup> day of February, 2012.

Read a second this 14<sup>th</sup> day of February, 2012.

Read a third time and finally passed this 14<sup>th</sup> day of February, 2012.

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Reeve

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Chief Administrative Officer



*County of St Paul No 19*  
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## Issue Summary Report

### 6.2 ST. LINA - 100 YEAR ANNIVERSARY

**#20120207003**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Town of St. Lina will be celebrating it's centennial on the weekend of July 8, 2012. They will be erecting a centennial sign which will cost approximately \$10,000.

They are requesting funding to assist with the cost of the sign or to help offset the cost of the weekend celebration.

Upon review the County provided \$1,000 to St. Vincent for their 100 Anniversary Celebrations.

#### Recommendation

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As per Council's wishes.

#### Additional Information

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**Originated By :** pcorbiere



January 29, 2012

To: County of St. Paul  
c/o Alphonse Corbier

TO WHOM IT MAY CONCERN :

St. Lina will be celebrating its Centennial on the weekend of July 8, 2012. The roots of St. Lina began in 1912. In its "heyday", the town had two grocery stores, a hotel, a bowling alley, church, and hall, a school from grades 1 to 12, a pool hall, auto repair and welding shop and the beginnings of a 4-H Club. Things changed over the years, but the spirit of the pioneers remains even today. The St. Lina 4-H Beef Club will also be celebrating its 75<sup>th</sup> anniversary this year. The Beef Club has members from St. Lina, Mallaig, Sugden and McRae. It boasts of 30+ members on a yearly basis and is an integral part of the St. Paul & District Show & Sale every June in St. Paul. Our Ag Society is very active with enough members and volunteers to cater weddings and special events. Every year in February, we host a "Heart & Stroke" family event with all proceeds going to the St. Paul hospital (cardiac unit). Recently a Canadian Foods Grain Bank Project called the "Acres of Hope" was created with members from St. Lina, Mallaig and St. Vincent. Members of

(2)

our community have been very involved in this project and will be for many years to come. St. Lina takes its social responsibility very seriously.

We would like to inform you of our planned project and event. We are currently getting quotes on a Centennial sign which will be made of concrete & display the years 1912-2012 and the town name. The cost of this sign is about \$10,000.00. On the weekend of July 6-7-8 we plan a Friday evening welcoming with a bon fire & wener roast. Saturday will consist of neighborly reminicing, a banquet @ 6pm. for Centennial presentations & a dance. Sunday will consist of a church service, other events and a farewell home and safe travel.

Please consider this an invitation to have a representative join us as a special guest. Any funding that you may be able to provide, would be considered a bonus and appreciated. I remain,

Yours truly,  
Norbert Dechaine

Norbert Dechaine  
Committee Chair

## COUNTY OF ST. PAUL #19

**Policy Number**

**ADM-47**

**Title**

**Anniversary Celebrations**

**Page 1 of 1**

**Date Approved**

***August 2003***

### **Policy:**

Council will consider requests from Organization within the County for assistance in hosting Anniversary Celebrations of 25 years or more.

1. Donations up to \$1,000 will be provided to approved organizations.
2. Organizations must request assistance in writing outlining their event.

	<b>Date</b>
<b>Approved by Council</b>	<b>September 14, 2010</b>
<b>Amended</b>	
<b>Amended</b>	

## 8. 11:00 a.m. - Frog Lake First Nations

11:00 A.M. - FROG LAKE FIRST NATIONS



*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

**11:00 A.M. - FROG LAKE FIRST NATIONS**

**#20120207012**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

### **Background**

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At the January meeting, Council made a motion to enter into an agreement with Frog Lake Minor Sports Association to use the Whitney Lake ball diamonds from May 15 to September 30, 2012. Administration sent a letter to Frog Lake Minor Sports Association outlining the conditions to use the property. Representatives from the Frog Lake First Nations will be in to discuss leasing the property.

A copy of the agreement that administration sent to Frog Lake Minor Sports is attached.

### **Additional Information**

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**Originated By :** skitz

## Appendix 1 for : Agreement - Frog Lake Minor Ball

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

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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

## 9. New Business

- 9.1 2012 LAND LEASES
- 9.2 STREET LIGHT REQUEST
- 9.3 TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB
- 9.4 BUDGET MEETING
- 9.5 2012 CONSTRUCTION LAW SEMINAR - FEBRUARY 21
- 9.6 2012 RMRF MUNICIPAL LAW SEMINAR - FEBRUARY 24
- 9.7 LOBBYING GOVERNMENT EFFECTIVELY - FEBRUARY 29
- 9.8 ALBERTA RECYCLING SPRING SEMINAR - FEB. 29 - MAR. 2
- 9.9 ACCURATE ASSESSMENT GIS COURSES - MAR 7 & 8
- 9.10 PARTNERS IN COMPLIANCE AGM - MARCH 9
- 9.11 ALBERTA WATER WASTEWATER OPERATOR SEMINAR - MARCH 12-16
- 9.12 AAMD&C SPRING CONVENTION - MARCH 19-21
- 9.13 AAMD&C CONVENTION - MEETING WITH RCMP
- 9.14 ELECTED OFFICIAL EDUCATION PROGRAM - MARCH 19 & MARCH 22
- 9.15 DISASTER SOCIAL SERVICES TRAINING SESSION - MARCH 27 & 28
- 9.16 GROWING RURAL TOURISM CONFERENCE - APRIL 2-4, 2012
- 9.17 2012 EDA CONFERENCE - APRIL 11-13
- 9.18 EMPLOYMENT STANDARDS CODE SEMINAR - APRIL 27
- 9.19 DATE FOR PUBLIC AUCTION OF LANDS



- 9.20 BYLAW NO. 1591 - TOWN OF ELK POINT/COUNTY OF ST. PAUL INTER-MUNICIPAL DEVELOPMENT PLAN
- 9.21 APPOINTMENT OF WEED & PEST CONTROL INSPECTORS
- 9.22 ROAD CONSTRUCTION EASEMENTS
- 9.23 GARNIER LAKE ROAD ALLOWANCE
- 9.24 HIGHWAY WELCOME SIGNS
- 9.25 LAFOND SCHOOL PROPERTY
- 9.26 FCSS POLICY
- 9.27 STRATEGIC PLAN AMENDMENTS
- 9.28 WATER POLICY - PW75
- 9.29 ELK POINT FIRE BUDGET
- 9.30 INTERNET ACCESS FOR UNSERVICED AREAS OF THE COUNTY
- 9.31 QUEEN'S DIAMOND JUBILEE MEDAL
- 9.32 IN CAMERA
- 9.33 MUNICIPAL CENSUS COURSE - MARCH 13



## Issue Summary Report

### 9.1 2012 LAND LEASES

#20120207001

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Background

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

SE 20-56-7-W4	Banana Hill Farms
NW 31-55-4-W4	Larry Bazian
PNW 27-57-8-W4	Jean Fontaine
NE 33-62-10-W4	Mardell & Michael Thompson
NE 34-62-10-W4	Mardell & Michael Thompson
NW 34-62-10-W4	Mardell & Michael Thompson

The following land lease is being presented for renewal from January 1, 2012 to December 31, 2013 as per Bylaw No. 1573.:

Lot 28ER, Block 2, Plan 8023220      Gordon Scott

The following land lease is being presented to Council for renewal for a period of five years commencing January, 2012:

N 1/2 Sec 34-59-11-W4      William Hartley

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

#### Recommendation

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Motion to approve the following land leases for renewal for 2012:

SE 20-56-7-W4	Banana Hill Farms
NW 31-55-4-W4	Larry Bazian
PNW 27-57-8-W4	Jean Fontaine
NE 33-62-10-W4	Mardell & Michael Thompson
NE 34-62-10-W4	Mardell & Michael Thompson
NW 34-62-10-W4	Mardell & Michael Thompson

Motion to approve the following land lease for for renewal from January 1, 2012 to December 31, 2013 as per Bylaw No. 1573.:

Lot 28ER, Block 2, Plan 8023220      Gordon Scott

Motion to approve the following land lease for a period of five years commencing January, 2012:

N 1/2 Sec 34-59-11-W4

William Hartley

### **Additional Information**

---

**Originated By :** pcorbiere



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## Issue Summary Report

### 9.2 STREET LIGHT REQUEST

**#20120206007**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### **Background**

---

The owners of Lot 4, Block 1, Plan 8022307 at Perch Lake are requesting the installation of a street light in front of their property. They have the signatures of the adjacent landowners.

#### **Recommendation**

---

To approve a street light at Lot 4, Block 1, Plan 8022307 at Perch Lake.

#### **Additional Information**

---


**Originated By :** pcorbiere

Sir & Madame

To whom it may  
concern.

In regards to a street  
light in French Lake  
for Eric & Lilianne Faisy  
Plot #4.

I have got signatures  
from both neighbors

Gate - 139 -  Lot 3

Gate 140 - Eric Faisy

Gate 141 - R. Samuelsen  
Lot 5

Lilianne Faisy

Thank you

Lot 4, Block 1,  
Plan 8022307





Lot 4, Block 1, Plan 8022307



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## Issue Summary Report

### 9.3 TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB #20120207009

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

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

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

#### Recommendation

---

To approve a \$1,000 transportation grant for the St. Paul Senior Citizens Club for 2012 to be paid from the Transportation Reserve fund .

#### Additional Information

---

**Originated By :** Sheila Kitz



Appendix 1 for 9.3: Letter - St. Paul Senior Citizens Club



January 26, 2012

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

Dear Sirs:

We would like to express our sincere thanks to the County of St. Paul for the grant received for the year 2011. The grant was very helpful to cover the traveling expenses for our educational and cultural trips during the year.

We now look forward to the County of St. Paul helping us again with a generous grant for the year 2012.

Sincerely yours,

A handwritten signature in black ink, reading "Laval Pelchat". The signature is written in a cursive style with a large, prominent "L" and a long, sweeping underline.

Laval Pelchat  
St. Paul Senior Citizens' Club  
Traveling Committee  
4725 – 49 Avenue  
St. Paul, Alberta T0A 3A3  
780-645-2217





*County of St Paul No 19*  
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## Issue Summary Report

### 9.4 BUDGET MEETING

#20120209011

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

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

#### Recommendation

---

Motion to schedule Budget Meeting for Wednesday, March 14, 2012 at 10:00 a.m. in camera, as per the FOIP Act.

#### Additional Information

---

**Originated By :** pcorbiere



*County of St Paul No 19*  
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## Issue Summary Report

### 9.5 2012 CONSTRUCTION LAW SEMINAR - FEBRUARY 21

#20120209005

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

McLennan Ross LLP has scheduled a Construction Law Seminar on February 21, 2012 from 2:30 - 4:30 p.m. in Edmonton. We would like Council to consider sending Leo deMoissac and Tim Lawton to this seminar. There is no cost for them to attend other than travel.

#### Recommendation

---

To approve the attendance of Leo deMoissac and Tim Lawton at the 2012 Construction Law Seminar put on by McLennan Ross LLP on February 21, 2012 in Edmonton.


#### Additional Information

---

**Originated By :** skitz

Sheila Kitz

**From:** McLennan Ross <mclennan@mross.com>  
**Sent:** February-08-12 3:56 PM  
**To:** Sheila Kitz  
**Subject:** McLennan Ross Complimentary 2012 Construction Law Seminar



**MCLENNAN ROSS** LLP  
LEGAL COUNSEL

---

**E V E N T   A N N O U N C E M E N T**

---

**2012 Construction Law Seminar**

---

**Complimentary seminar for clients and friends of McLennan Ross - by invitation only**

Our construction lawyers have been diligent in compiling interesting and significant construction law cases from the past year.

Please join us for our complimentary 2012 Construction Law seminar, where our panel will review recent cases and provide practical advice on how recent changes to the law could influence your work practices and policies in 2012.

This year's seminar will focus on:

- Prime Contractor Liability
- Drug and Alcohol Testing
- Case Law Review (a brief overview of various cases of interest to the construction industry)

**Sessions:**  
**Edmonton - February 21, 2012**  
Chateau Louis Hotel & Conference Centre  
11727 Kingsway Avenue, Edmonton  
2:30 pm - 4:30 pm (reception to follow)

**Calgary - February 23, 2012**  
Calgary Zoo (Safari Lodge)  
1300 Zoo Road NE, Calgary  
2:30 pm - 4:30 pm (reception to follow)

Please note, registration is complimentary and only available online. Space is limited so register today!

[Register Now](#)

Visit our websites at [www.mross.com](http://www.mross.com) and [www.oilsandslaw.com](http://www.oilsandslaw.com).



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## Issue Summary Report

### 9.6 2012 RMRF MUNICIPAL LAW SEMINAR - FEBRUARY 24

#20120207013

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

The 27th Annual Municipal Law Seminar sponsored by Reynolds Mirth Richards & Farmer will be held Friday, February 24, 2012 in Edmonton. A copy of the agenda is attached.

There is no registration fee.

#### Recommendation

---

Motion to approve all Council members, Sheila Kitz, Tim Mahdiuk, Leo deMoissac, and Dennis Bergheim to attend the RMRF Municipal Law Seminar on Friday, February 24, 2012 in Edmonton.

#### Additional Information

---

**Originated By :** Sheila Kitz

**27th Annual Municipal Law Seminar****Friday, February 24<sup>th</sup>, 2012***Edmonton Petroleum Club, 11110 – 108 Street**Edmonton, AB Ph: 780.474.3411*

Reynolds  
Mirth  
Richards  
& Farmer LLP

TIME		AGENDA
8:00 am – 8:45 am	Registration	Registration and Continental Breakfast – Pembina Room, Main Floor
8:45 am – 9:00 am	Welcome	Allan Farmer, Opening Remarks – Pembina Room, Main Floor
9:00 am – 9:45 am	Plenary Session	Representative from the Government of Alberta - TBA
9:45 am – 10:00 am	Break	Coffee Break – Pembina Room, Main Floor
10:00 am – 12:00 Noon	Concurrent Sessions	<p><b>**Select Two of the Three Concurrent Sessions**</b> (Note: Sessions A, B and C are only offered in the morning.)</p> <p><b><u>Session A – Pembina Room</u></b></p> <p><b>What's Law Got to do with It?: Dealing with Employees</b> This session will deal with a number of employment law issues, such as CAO employment contracts, dealing with employees who are on extended sick leave, invasion of privacy and horseplay. <b>F. Albert X. Lavergne, Matthew Woodley, Melissa Fleck</b></p> <p><b><u>Session B – Rainbow Room, 2<sup>nd</sup> Level</u></b></p> <p><b>Highways and Byways: Knowing What You've Got and Getting What You Want</b> This session will touch on a number of issues related to use, control and protection of municipal roads. <b>Sheila McNaughtan, Ian Hanson, Danielle Wilson</b></p> <p><b><u>Session C – Bonnie Glenn Room, 2<sup>nd</sup> Level</u></b></p> <p><b>Lessons to be Learned from the Courts: The New Assessment Review Boards Two Years Later</b> This seminar will examine the effect of the amendments made to the <i>Municipal Government Act</i> through its creation of the new Assessment Review Boards. This seminar will also provide helpful information in helping assessors write decisions. <b>Carol Zukiwski, Jillian Gamez</b></p>
12:00 Noon – 1:15 pm	Buffet Lunch	Pembina Room
1:15 pm – 3:20 pm	Concurrent Sessions	<p><b>**Select Two of the Three Concurrent Sessions**</b></p> <p><b><u>Session D – Rainbow Room, 2<sup>nd</sup> Level</u></b></p> <p><b>It's All Fun and Games Until Lawyers Get Involved: Municipal Liability for Recreational Facilities</b> Municipalities regularly make recreational and other facilities - such as community halls, fitness centers, skateboard parks, pools, playgrounds, and path systems - available for public use. This seminar will explore the duties imposed on municipalities when operating recreational facilities and areas, and the steps that a municipality can take to protect itself against potential liabilities. <b>Kelsey Becker Brookes, Daina Young, Maya Gordon</b></p> <p><b><u>Session E – Bonnie Glen Room, 2<sup>nd</sup> Level</u></b></p> <p><b>Construction Insurance Basics</b> Insurance is essential for every construction project. But what kind? Who should buy it? What should it cover? We will explore these issues as we review the basics of insurance for construction projects. <b>Tim Mavko, Cherisse Killick-Dzenick, Aisling Ryan</b></p> <p><b><u>Session F – Turner Valley Room, 2<sup>nd</sup> Level</u></b></p> <p><b>Community Standards Bylaws</b> Community Standards Bylaws typically deal with issues such as unsightly premises and nuisances, but are sometimes expanded to include issues such as noise, graffiti, littering, loitering and parking on private property. Other activities could also be restricted or prohibited. This session will explore the issues a municipality should be aware of when enacting and trying to enforce these types of bylaws. <b>William W. Barclay, Sean Ward</b></p>
3:30 pm – 3:45 pm	Pembina Room	Bill Barclay – Closing Remarks
3:45 pm	Cellar Lounge	Reception – Lower Level



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## Issue Summary Report

### 9.7 LOBBYING GOVERNMENT EFFECTIVELY - FEBRUARY 29

#20120209003

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

MacEwan's School of Business is offering a course called Lobby Government Effectively. This would be a course that would be beneficial to Council members and the CAO. The cost of the course is \$345/person plus expenses of approx. \$440/person in addition to per diems for Council members. The course advertisement is attached.

#### Recommendation

---

That council approve the attendance of the CAO and interested members of council to attend the Lobbying Seminar for Municipal Leaders on February 29, 2012 in Edmonton.

#### Additional Information

---

**Originated By :** skitz

Sheila Kitz

---

**From:** Maurice Fritze <mygoals@shaw.ca>  
**Sent:** February-09-12 10:39 AM  
**To:** Sheila Kitz  
**Subject:** Only 20 days left to register

**How do you lobby during an election?**  
What advantages does an election give to those asking for government programs?

**Register today for Canada's only seminar on Lobbying.**

Three things every lobbyist needs to know:

- 1 How government makes decisions
- 2 What arguments are effective
- 3 Who to lobby

**Who  
should  
take this  
course?**

Mayors, councilors, aldermen, managers, CAOs, economic development officers, municipal leaders and administrators – anyone who talks to the provincial government as part of their job description.

If you're talking to government, you are lobbying. Through organized promotion of a particular viewpoint, you can effect legislative change, fine-tune regulatory regimes, and craft new laws. Designed for non-profits, business, labor and industry, you learn the what, who, how, why and when of lobbying. In addition, the eight determinants of success and three critical mistakes are



Lobby Government Effectively  
February 29<sup>th</sup>, 2012  
PRDV-0855-OP72  
MacEwan University School of Business

**Call 780-497-5000 to Register.**

Take me to the website – click below:

<http://www.business.macewan.ca/outreach/Search/DetailsPage.cfm?ID=403>

**What did you like about this course?**

- Experience of presenter
- Opened my eyes to lobbying – how it can be done and its effects
- Willingness to address individual questions and discussion
- Very practical, very focused
- Gave good “tips” on how to improve presentations, widened my perspective on how to “lobby” on an issue
- Very well structured and efficient day
- Informative
- Good summary and organization of existing knowledge. Got some value – added ideas

**Explain how this seminar will assist your job performance.**

- More awareness of how provincial government works
- As a town councillor, I will be more prepared to lobby or know where resources are available



## Appendix 1 for 9.7: MacEwan course offering

presented. Current and past local lobbying activities are reviewed, and you will have the opportunity to work on your own lobbying ideas in this workshop/seminar. Focus is on the Alberta government.

### **Presenter: Maurice Fritze**

**Maurice has been a communications professional for over 20 years consulting with boards of Directors of over 25 diverse organizations.**

As a lobbyist, he has researched and created strategies to drive legislative and/or regulatory change. He has also organized and led grass-roots lobbying campaigns for political action committees and community groups, targeting elected and senior government officials up to the Premier level. Maurice is the recipient of the 1992 Governor General's Commemorative Medal, and has been recognized by the Alberta Justice Minister for over 100 mediations at Provincial Court.

Maurice is a dynamic presenter and is well respected for his strategic thinking, insight, patience, diplomacy and exceptional interpersonal skills in navigating sensitive situations.

- This is a key function of our organization. Will use learning immediately
- Will impact relations between government and Edmonton's Muslim community
- Mayor of City of Leduc: Will assist in my meetings with other levels of government

My overall rating of the instructor.

The instructor's preparedness.

**78%** of participants said Maurice exceeded expectations on both ratings.

Recent course participants included a mayor, city councilors, economic development officers, health care advocates, lawyers, town manager, association executives, sports advocates, community leaders, construction executives and school trustees.

**Call MacEwan's School of Business**

**Toll Free:  
1-888-497-4622**

Over 12 people from one organization? MacEwan can deliver this seminar at your place of business. Call the Registrar for more information.

**REGISTER TODAY!**

Seminar runs February 29<sup>th</sup>, 2012  
Excellent value: \$345 pp





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## Issue Summary Report

### 9.8 ALBERTA RECYCLING SPRING SEMINAR - FEB. 29 - MAR. 2

#20120208001

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

Alberta C.A.R.E. will be hosting the Alberta Recycling Spring Seminar from February 29 to March 2, 2012 in Banff.

Registration for the Seminar is \$300.

#### Recommendation

---

Motion to approve Dennis Bergheim and any Councillor who is available to attend this conference.

#### Additional Information

---

**Originated By :** pcorbiere

## Alberta Recycling Spring Seminar

February 29th-March 2nd

# 2012

### Accommodations

#### Banff Park Lodge

222 Lynxx Street,  
Banff, Alberta  
(800) 661-9266

\$125.00 per night, this rate applies  
to 2 days before and 2 days after the seminar  
No extra charge for double occupancy.  
Register under Alberta Recycling  
Spring Seminar ID # 16599

*\* Note that Banff Park Lodge has given  
us the Special Off Season Rate for this Seminar*

Airporter available from Calgary Airport to Banff  
\$57.50 including GST – 12 trips a day  
Reservation: 1-888-449-2901



*Banff Park Lodge*

RESORT HOTEL AND CONFERENCE CENTRE  
ALBERTA, CANADA

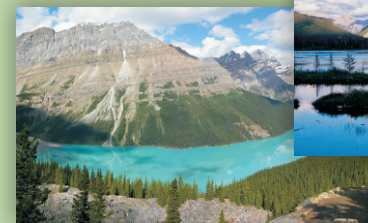
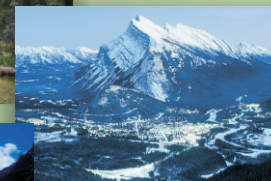


## Alberta Recycling Spring Seminar

February 29th-March 2nd

# 2012

Banff Park Lodge  
Banff, Alberta



Please forward registrations & payment to:  
ALBERTA C.A.R.E.

Linda McDonald, Executive Director

5212-49 Street

Leduc, AB T9E 7H5

Toll Free: 1.866.818.CARE (2273)

Fax: 780.980.0232

Email: [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)

Web: [www.albertacare.org](http://www.albertacare.org)

### Who Should Attend?

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

**Silent Auction**  
**Going once...**  
**Going twice...**

Beginning February 29/12

## Wednesday, February 29th

- 10:00 a.m. - 5:00 p.m.** **Registration and Exhibit Set-up**
- 1:00 p.m.** **TOUR**
- Resource Recovery Facility
- OR** *(Buses provided for tours)*
- BANFF ACTIVITIES -**  
*(info and costs will appear on registration form)*
- Dog Sledding
  - Horse Drawn Sleigh Rides
  - Snow Tubing
  - Down Hill Skiing and Snow Boarding
  - Snowmobiling
  - Helicopter Sight Seeing
  - Ski Options
- (Can be coordinate Wednesday & Thursday)*
- 5:30 p.m.** **COCKTAILS (Cash Bar)**
- 6:15 p.m.** Greetings from the Legislature  
Greetings from the Mayor of Banff  
Greetings from the Reeve, County of Bow Valley
- 6:30 p.m.** **BUFFET BANQUET**
- 8:00 p.m.** **Entertainment by Izzy Ellis (a.k.a. Mrs. Dick Ellis), and friends.**



Alberta CARE

Register 3 or more  
Delegates  
and receive a....

**10% Discount!**

## Thursday, March 1st

- 7:30 a.m.** **Exhibit Viewing & Buffet Breakfast**
- 8:30 a.m.** **Welcome – Rob Smith, Chairman, Alberta CARE**
- 8:45 p.m.** **Environmental Achievements – Banff Park Lodge**  
Recognized by Alberta Environment for their comprehensive environment management program; the first hotel in Canada to receive the Eco-Logo Award.
- 9:15 a.m.** **“It’s Not Garbage Any More” – Southern Alberta Energy from Waste Alliance** Update and current status.
- 10:00 a.m.** **COFFEE BREAK**
- 10:30 a.m.** **Bio Energy Credit Program – Energy Canada/Alberta Environment**
- 11:15 a.m.** **“Playing Piggy-Back with Biosolids” – The road to diverting food waste, the steps leading to, during and results of the trial program that rolled out the commercial organics program in Banff.**
- NOON** **BUFFET LUNCHEON**
- 1:00 p.m.** **“Profitable Poop” – Banff biosolids problems and solutions to managing compost from wastewater treatment plant and organics diversion.**
- 1:45 p.m.** **“Staying out of the Hole” – 70% Diversion of C&D at Francis Cooke Class 111 Landfill capped by Deconstruction Success stories (Banff Centre, Seebe, Lawrence Grassi Middle School)**
- 2:30 p.m.** **Sessions end for the day**
- BANFF ACTIVITIES**  
(will be posted on website as to costs and duration)  
[www.albertacare.org](http://www.albertacare.org)
- 5:30 p.m.** **Cocktails (Cash Bar)**
- 6:30 p.m.** **BUFFET BANQUET**
- 8:00 p.m.** **GAME NIGHT**

## Friday, March 2nd

- 7:30 a.m.** **Exhibit Viewing/ Hot Buffet Breakfast**
- 8:30 a.m.** **The “Tub” has landed at the Canmore High School**
- 9:15 a.m.** **Banff’s Radical Recycling for Businesses –**  
An overview and update of forming a “new commercial waste utility,” whereby commercial properties are charged a waste fee based on usage rather than as a flat rate.
- 10:00 a.m.** **“What do Invasive Alien Insects have to do with Recycling?”** Jim Jones, Entomologist, President, Western Pest Management Company Ltd.
- 11:00 a.m.** **CONFERENCE ENDS**



Alberta CARE

ALBERTA Coordinated Action for  
Recycling Enterprises (CARE)  
1-866-818-2273 Toll Free  
1-780-980-8089 Phone  
1-780-980-0232 Fax





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## Issue Summary Report

### 9.9 ACCURATE ASSESSMENT GIS COURSES - MAR 7 & 8

#20120210002

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

Accurate Assessment is offering new courses for GIS mapping and data analysis. We are requesting to send Linda Meger to courses on March 7 & 8.

Course fee is \$725/course. Additional expenses to include subsistence and travel estimated at \$680.00.

#### Recommendation

---

That Council approve the attendance of Linda Meger at GIS training March 7 & 8, 2012.

#### Additional Information

---

**Originated By :** skitz

## Appendix 1 for 9.9: Accurate Assessment Courses

This March AAG will be offering three specialized GIS courses for our municipal clients. These courses offer participants hands on training using real-life municipal examples that are aimed at helping users get the most out of their GIS Software. All sessions will be held at our Sherwood Park office in our dedicated training room, where each participant will have their own computer to complete examples and labs using real municipal data and scenarios.

### March 2012 Courses:

Tuesday March 6th

**Fundamentals of GIS**

Wednesday March 7th

**Making Maps in GeoMedia**

Thursday March 8th

**Data Analysis**

? Each class will run from 9am to 4pm and includes lunch and refreshments

✍ The price per course is \$725 and many clients now have hours set aside for training courses in their 2012 contracts

✍ Registrations will be accepted on a first-come, first-served basis and space is limited! Courses will run with a minimum of 3 participants to a maximum of 7

[Click Here](#)

✍ For information on our trainers

**For more information or to register please contact our support line at (780) 464-4658 or [support@aag-gis.com](mailto:support@aag-gis.com)**

We will be offering more courses in the coming months so stay tuned. Please let us know what courses you would be interested in attending and some dates that would be convenient. Courses include: Fundamentals of GIS, Making Maps in GeoMedia, Data Analysis, GeoMedia Professional and GeoMedia Refresher.

Please feel free to forward this e-mail to other members within your organization if you think they may be interested in attending one of the training sessions.

Regards,

**Nicole Salamon** (GIS Technician / Technical Trainer)  
171 Pembina Road, Sherwood Park, AB T8H 2W8  
Tel: 780.464.4658





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## Issue Summary Report

### 9.10 PARTNERS IN COMPLIANCE AGM - MARCH 9

#20120209002

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

The County of St. Paul recently received PIC (Partners in Compliance) status for our vehicle fleet. This organization is having their Annual General Meeting on Friday, March 9, 2012 in Red Deer. We are looking for approval for Bryan Bespalko to attend this meeting.

#### Recommendation

---

That Council approve the attendance of Bryan Bespalko at the Partners in Compliance Annual General Meeting on March 9, 2012.

#### Additional Information

---

**Originated By :** skitz



CORDIALLY INVITES YOU  
TO ATTEND OUR  
∞ CELEBRATION OF EXCELLENCE ∞  
&  
ANNUAL GENERAL MEETING

When: Friday March 9th, 2012

10:00 am to 4:00 pm

Where: Holiday Inn, 6500 - 67 st Red Deer

Cost: \$ 20.00 each

Includes: AGM - Hot Lunch

Guest Speakers - The Honourable Minister, Ray Danyluk

Tim Margetts on Animal Strike Avoidance

Mayne Root from the TT & DA

as well as

An opportunity for Partners In Compliance  
members to discuss Best Practices

We look forward to the pleasure of your attendance

Please RSVP prior to March 2nd, 2012

to

Kim via email - [partner2@amta.ca](mailto:partner2@amta.ca) or call 780 448 7456

or

Lorri via email - [partner1@amta.ca](mailto:partner1@amta.ca) or call 403 214 3430

*Phyllis  
Bryon on the  
legends*



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## Issue Summary Report

### 9.11 ALBERTA WATER WASTEWATER OPERATOR SEMINAR - MARCH 12-16

#20120207008

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Background

---

The Alberta Water and Wastewater Operators Training Program will be held March 12 to 16, 2012 in Banff.

#### Recommendation

---

to approve Danny Weinmeier and Dwayne Newby to attend the Alberta Water and Wastewater Operators Training Conference from March 12 to 16, 2012 in Banff.

#### Additional Information

---

Originated By : pcorbiere





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## Issue Summary Report

### 9.12 AAMD&C SPRING CONVENTION - MARCH 19-21

#20120207004

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

The AAMD&C Municipal Spring Convention will be held March 19 to 21, 2012 at the Shaw Conference Centre. Rooms are booked at the Westin.

#### Recommendation

---

to approve all of Council, Sheila Kitz, Tim Mahdiuk, Leo deMoissac and Ken Warholik to attend the 2012 AAMD&C Municipal Spring Convention.

#### Additional Information

---

**Originated By :** pcorbiere



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

## Issue Summary Report

### 9.13 AAMD&C CONVENTION - MEETING WITH RCMP

#20120207002

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Commanding Officer, his Management Team and representatives of the Solicitor General Public Safety will be available to meet with municipalities at the AAMD&C Spring Convention on March 20 & 21.

Council to decide if they want to set up a meeting with the RCMP. If so, we need to submit the issues to the Eastern Alberta District office and they will schedule a meeting time. The meeting times are on a prioritized basis so they will let us know if they will be available to meet with Council.

#### Recommendation

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Council to decide if they have want to set up a meeting with the RCMP during the spring convention.

#### Additional Information

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**Originated By :** pcorbiere



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

January 26, 2012

Dear Sir or Madam,

**Alberta Association of Municipal Districts and Counties (AAMDC) Spring Convention  
Shaw Conference Centre (Edmonton) March 20 & 21, 2012**

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

There is not enough time to accommodate the many requests that are received. Every effort is made to meet with the councils that have specific policing concerns that they have not been able to resolve at the local Detachment or District level. Eastern Alberta District management will continue to meet with your council regularly as done in the past.

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

Replies must be received by February 16<sup>th</sup>, 2012.

Sincerely,

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

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

---

Eastern Alberta District, R.C.M. Police, 4806-55th Street St. Paul, AB T0A 3A1



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## Issue Summary Report

### 9.14 ELECTED OFFICIAL EDUCATION PROGRAM - MARCH 19 & MARCH 22

#20120209008

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Elected Official Education Program is offering an Economic Development Seminar on March 19 and a Human Resource Planning Seminar on March 22, both in conjunction with the Spring Convention.

Councillor Dach would like to attend these Seminars.

#### Recommendation

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As per Council's wishes

#### Additional Information

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**Originated By :** skitz

### Economic Development Seminar

A vibrant economy is the heart of any successful municipality. This course will serve as an introduction to the concepts around municipal economic development. Participants will look at ways to foster development through a variety of techniques including tourism, business development and regional collaboration. Participants will be better positioned to leverage their community's assets to create sustainable and vibrant places to live. Topics to be discussed include what to look for when doing market and financial feasibility analyses as well as the right approach to meeting both urban and rural needs.

### Human Resource Planning Seminar

It is important for Elected Officials to understand their relationship to the CAO and how that affects the way in which he or she manages their respective municipality's human resources. The manner in which those resources are managed must match the municipality's corporate goals and objectives. To do this means having a solid understanding of human resource management practices that positively affect recruitment, employee engagement, performance development and the retention of employees.

This course examines the legislative responsibility of the CAO (Chief Administrative Official) for the management of the municipality's human resources. Participants will learn how council can support an effective human resources strategy. Participants will discuss the challenges facing local governments in attracting, developing, and retaining qualified personnel needed to deliver effective and efficient municipal services.



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## Issue Summary Report

### 9.15 DISASTER SOCIAL SERVICES TRAINING SESSION - MARCH 27 & 28 #20120207011

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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- March 17 & AEMA Emergency Management will be hosting a Disaster Social Services Training Sessions on March 27 & 28, 2012 in Lloydminster.

At the January Council Meeting, Janice Fodchuk was approved to attend this training session.

#### Recommendation

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Motion to approve Dennis Bergheim and Bryan Bepalko to attend the Disaster Social Services Training Sessions on March 27 and 28, 2012 in Lloydminster.

#### Additional Information

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**Originated By :** skitz



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## Issue Summary Report

### 9.16 GROWING RURAL TOURISM CONFERENCE - APRIL 2-4, 2012 #20120207005

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Annual Growing Rural Tourism Conference will be held April 2-4, 2012 in Camrose. The conference agenda is available on the Growing Rural Tourism website.

Registration for this Conference is \$275, before March 1, 2011.

#### Recommendation

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Approve Councillor Dach to attend the Growing Rural Tourism Conference from April 2-4, 2012 in Camrose.

#### Additional Information

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**Originated By :** Sheila Kitz



## Appendix 1 for 9.16: Growing Rural Tourism Conference

Join rural **Alberta's community leaders** and **small business owners** April 2 to 4, 2012 at the Camrose Regional Exhibition for the 12th Annual Growing Rural Tourism Conference (GRTC).



Wayne Lee



Jeff Mulligan



Bill Baker



Shawna Schuh

To get you engaged will be keynote Wayne Lee. Wayne's presentation, "**Set Your GPS for Success**" helps to open the mind and melt away stress and negative interference; let Wayne reveal what's possible when you program your GPS for success. The conference program features keynote Bill Baker, "The Magic and Logic of Strategic Storytelling" Bill touches on the fundamentals combined with insights on how to leverage this timeless craft to transform brands, businesses and your workforce.

The GRTC is pleased to present by popular demand an interactive pre-conference workshop "Creating Your First Facebook Display Advertising Campaign". Over the next two days discover "**How to Create the Experience**", "**New Ways to Generate Revenue**" and tourism success stories. Enjoy an evening Gala and presentation of the Rural Tourism Award, entertainment, full tradeshow and opportunity for you to

network with fellow tourism industry representatives and operators.

To put the finishing touches on the 2012 GRTC is keynotes Jeff Mulligan. Jeff's keynote "**Building Super Stars & Super Teams**" with the generational transformation that is upon us, leaders will look different, Super Stars might be disguised as average team members, and groups of people working beside one another are waiting for the catalyst to become a Super Team. If your get up and go has ever got up and went you will love the closing Keynote presentation by Shawna Schuh; "**Pick Up Your Get Up & Go!**"

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

Early bird registration deadline:  
March 1, 2012.

Registration deadline: March 30, 2012.

[www.GrowingRuralTourism.ca](http://www.GrowingRuralTourism.ca)

April 2-4, 2012 ■ Camrose, Alberta

**GROWING RURAL TOURISM**

*Magic Moments*



Government of Alberta



## Appendix 1 for 9.16: Growing Rural Tourism Conference



www.GrowingRuralTourism.ca

**Registration Form** ■ April 2 - 4, 2012 ■ Camrose Regional Exhibition, Camrose, AB

**Please print or type clearly.**

Main Contact: \_\_\_\_\_

Additional Delegates: \_\_\_\_\_

Organization/Company Name : \_\_\_\_\_

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

City: \_\_\_\_\_ Province: AB Postal Code: \_\_\_\_\_

Bus. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

### Registration Fee

\*Registration fee includes: all seminars, meals, refreshment breaks, and receptions.

3 Day Early Bird Fee (before March 1/12) \$275\* x \_\_\_\_\_ = \_\_\_\_\_

3 Day Regular Fee (March 2 to 30/12) \$315\* x \_\_\_\_\_ = \_\_\_\_\_

On-Site/Late Fee (March 31 to April 4/12) \$375\* x \_\_\_\_\_ = \_\_\_\_\_

1 Day Fee \$185\* x \_\_\_\_\_ = \_\_\_\_\_

\*GST Exempt

*Extra meal tickets available upon request; prices will vary.*

*Cancellations must be received in writing prior to March 31, 2012 and will be subject to a \$40.00 administration fee.*

*No refunds will be made after March 31, 2012.*

**Interactive Workshop:** To participate you are required to bring the following (no exceptions)

- Laptop (or desktop if you don't mind a monitor on your lap and a tower under your seat)
- Wifi Connection or Wifi device (please test prior to start of workshop)
- Personal Facebook profile

☐ Workshop Pre-Registration (10am to Noon)

☐ No Charge

☐ Concurrent session Workshop pre-registration (2:45 to 3:45pm)

☐ No Charge

**Bailey Theatre Tour:** (4:00 to 5:00pm) I will attend

☐ No Charge

### Showcase Your Municipality or Business Section:

**Alberta Shows Off** Booth Fee \$71.43 + (\$3.57) = \$75.00 = \_\_\_\_\_

Power for Booth \$15.00 + (\$0.75) = \$15.75 = \_\_\_\_\_

**Total Amount Enclosed \$** \_\_\_\_\_

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

☐ Yes! We will exhibit

☐ Need AC power source

\*Exhibition charges cover show services costs.

### Method of Payment

Make cheques payable to Camrose Regional Exhibition

☐ Cheque ☐ Visa ☐ MasterCard

Card# \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_ Name of Cardholder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

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

\*Confirmation will be sent upon receipt of payment.

**Return registration form with payment to:**

**Camrose Regional Exhibition**

c/o Jennifer Filip

4250 Exhibition Drive, Camrose, AB T4V 4Z8

Toll Free: 1.800.296.8112 Phone: 780.672.3640 Fax: 780.672.8140

Email: JFilip@cre.ab.ca

#### For Office Use Only

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

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

Confirmation Sent: \_\_\_\_\_

Registration: # \_\_\_\_\_



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## Issue Summary Report

**9.17 2012 EDA CONFERENCE - APRIL 11-13**

**#20120207006**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

### **Background**

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The 2012 Economic Developers Alberta Conference & AGM will be held April 11 to 13, 2012 in Kananaskis. Registration for the Conference is \$445.

### **Recommendation**

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As per Council's wishes.

### **Additional Information**

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**Originated By :** pcorbiere



### WEDNESDAY, APRIL 11

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#### **PRE-CONFERENCE SEMINAR: GOING GLOBAL- AN INTRODUCTION TO THE CULTURAL ASPECTS OF INTERNATIONAL TRADE**

##### **9:00-NOON** (*Sinclair / Palliser Room*)

Our cultural views are in large part influenced by our environment. The ability to communicate, socialize, negotiate and manage relationships in different cultural environments is essential to successful global business operations. Multicultural effectiveness is primarily a function of knowledge, and with knowledge comes the ability to understand and be sensitive to different cultural perceptions and beliefs. This workshop will provide participants with the basis to understand the cultural aspects on international trade, the challenges of intercultural effectiveness and suggest strategies to assist in overcoming cultural obstacles.

##### **Workshop Objectives**

- Create awareness on how differing cultural dimensions affect business operations in the global marketplace.
- Foster understanding of the complexities faced by business negotiators in global markets and the important role that relationship building plays in global business negotiations.
- Identify personal characteristics that must be developed for an individual to be effective in different cultural environment.
- Provide current and relevant online information to businesses through web sites recommended throughout this workshop.

This pre-conference session will be led by Raymond Joyce, CITP and Scott Ferris. Space is limited, only 40 participants. Registration for the pre-conference session is available on the [www.edaalberta.ca](http://www.edaalberta.ca) website.

*Sponsor: Forum for International Trade Training (FITT)*

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##### **9:00 AM-1:00 PM**

##### **REGISTRATION** (*Conference Lobby*)

##### **1:00-2:30 PM**

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

**Moderator:** Gerry Gabinet, EDA Board Member and 2012 Conference Chair

**Traditional Welcome:** Chief LaBelle, Chiniki First Nation

**Opening Remarks:** Maggie Armstrong, EDA President

**Introductory Remarks:** TBC

**Keynote Speaker:** Jay Baer, Author, The Now Revolution





Jay Baer is a hype-free, social media speaker, author, and strategist.

He is co-author of *The NOW Revolution: 7 Shifts to Make Your Business Faster, Smarter, and More Social* (Wiley, 2011) ([www.nowrevolutionbook.com](http://www.nowrevolutionbook.com)), the leading book on how companies are embracing social media and changing fundamentally as a result.

He was named by Fast Company Magazine as one of America's top 3 social media consultants, and has worked with more than 700 companies (including 29 of the Fortune 500) since 1994. His blog ([www.convinceandconvert.com](http://www.convinceandconvert.com)) is ranked as the world's #1 content marketing blog, #3 social media blog, and a Top 20 global marketing resource overall.

A founder of five companies, he combines humour and practical, useful advice that demystifies social media and web marketing and leaves audiences entertained and informed. Not just a pontificator, Jay is a confident and engaging speaker who draws upon his many years of experience for real-world examples (often self-deprecating) that makes sense out of the complex world of social media and personal branding.

His consulting firm (Convince & Convert) works with leading brands (Nike, Sony, MetLife, Caterpillar, Billabong) to craft and implement winning social media strategies that humanize companies and make them more interesting and approachable using social media.

His previous digital marketing agency - Mighty Interactive - was named Arizona's best online marketing firm five years running, and built the website for Presidential candidate John McCain in 2000. He was also an executive with [visitalk.com](http://visitalk.com), an early precursor to free online video calls (like today's Skype), and was the founding general manager of [azfamily.com](http://azfamily.com), a large news portal that was the second-largest TV-station powered website in the United States.

He started his online career in 1994 as a Vice President at Internet Direct, a pioneering company where virtual Web hosting was first invented. The firm was eventually sold to a publicly traded company.

Before getting involved with the Internet revolution, Jay was a public relations executive and political consultant. He was America's youngest Congressional campaign manager in 1992, when he ran a U.S. Congressional race at the age of 23.

*Sponsor: AdFarm (TBC)*

**2:30-3:00 PM**

### **REFRESHMENT BREAK** (*Convention Foyer*)

*Sponsor: Town of High River*

**3:00-4:00 PM**

### **ROLE OF TECHNOLOGY IN ECONOMIC DEVELOPMENT** (*Gold/Silver/Bronze*)

**Moderator:** Gerry Cabinet, EDA Board Member and 2012 Conference Chair

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

**Keynote Speaker:** Art Price, Chairman & CEO, Axia NetMedia Corporation



Art Price, born and raised in Alberta, has always brought a global outlook to the businesses in which he was involved. He joined Axia in 1995 with the vision of creating a company that would meet the full spectrum of Internet Protocol-based communications needs for businesses and consumers.

Art, trained as an engineer, held a number of senior executive positions in the oil patch, serving as Husky Oil's president and chief executive officer from 1984 - 1993.



After leaving Husky, he spent two years as special advisor to Li Ka-Shing, Chairman of the Board of Hutchison Whampoa Ltd., focusing on international investments.

He also maintains active ties to his family's agricultural roots, sitting on the board of the Sunterra Group of Companies.

*Sponsor: Regional Municipality of Wood Buffalo*

**4:00 PM**

**FREE TIME**

**6:00-8:30 PM**

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

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

Dress: Business Attire

*Sponsor: Economic Developers Alberta*

*Following the President's Mixer, the EDA Hospitality Suite (Room # 2075) will be open.  
Co-Sponsors: AllNorth Consultants Ltd. & Millier Dickinson Blais.*

### THURSDAY, APRIL 12

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**7:00 AM**

**BREAKFAST BUFFET** (*Convention Foyer*)

**8:00-8:45 AM**

**PLENARY: THE WEST LOOKS WEST- ASIA PACIFIC OPPORTUNITIES** (*Gold/Silver/Bronze*)

**Moderator:** Gerry Gabinet, EDA Board Member and 2012 Conference Chair

**Introductory Remarks:** Diane Simsovic, Alberta Treasury Board and Enterprise

**Keynote Speaker:** Andrew Needs, New Zealand's High Commissioner to Canada



Andrew Needs is New Zealand's High Commissioner to Canada, based in Ottawa, with cross-accreditations to Jamaica, Trinidad and Tobago, Barbados and Guyana. Andrew took up his current role in January 2010. From 2008-2010 Andrew served as Foreign Policy Adviser to the New Zealand Foreign Minister, based in the Minister's office in Parliament. Andrew is on his second assignment in Canada, having also served as Deputy High Commissioner from 2004-2008. Previous overseas assignments have included Australia and the Cook Islands. Andrew took two years out from the Ministry in the mid-nineties to take up the role of Director of Economic and Development Policy at the Forum Secretariat in Fiji. Head office based roles have included time in the Pacific, Australia, South East Asia, Economic and Development Assistance Divisions.

*Sponsor: Alberta Treasury Board and Enterprise*



### EDA 2012 Annual Professional Conference & AGM

*Building Capacity for Future Success*



#### 9:00-10:15 AM BREAK OUT SESSIONS

##### Session 1A: Managing Difficult Facilitation Situations *(Silver/Bronze)*

**Moderator:** Kent McMullin, EDA Board Member

**Introductory Remarks:** Robert Kalinovich, Economic Development Officer, Town of Cochrane

**Speaker:** George Campbell, Principal, Fall Line Systems



George Campbell is the President of Fall Line Systems Inc., an organization development consulting practice he has led for the past 25 years. He focuses on strategy, leadership and team development, based on a foundation of facilitation. He has taught facilitation skills to people in more than 100 organizations through the University of Calgary since 1994.

Over the years George has worked with clients in a very wide range of industries. He has extensive experience in the upstream oil and gas business, helping clients implement change and integrate operations in exploration, petroleum land, offshore drilling, plant operations, liquids marketing and midstream. He has also worked with clients in power utilities, energy convergence (power, gas, and gas transmission), software development, gasoline marketing, information systems outsourcing, and government services for youth and employment.

George has recently completed a research project on Preventing Catastrophe in Organizations, and his work has been published in McGraw-Hill's The Encyclopedia of Leadership. He has a BBA from Acadia University and a MAAdult Ed. from St. Francis Xavier University.

This participative session will explore ideas and tools for ensuring your facilitations succeed in spite of challenges such as: participants not engaged dominant personalities, grandstanding, key players not in attendance, or people not listening. Attendees will talk about ways to prevent these kinds of situations and to respond successfully if they occur.

*Sponsor: Town of Cochrane*

##### Session 2A: Developing Innovative Infrastructure Solutions *(Gold)*

**Moderator:** Diane Simsovic, EDA Board Member

**Introductory Remarks:** TBC

**Panelists:** Casey Vander Ploeg- Canada West Foundation, John Lee, President, Communities of Tomorrow (CT)

Cities face challenges associated with growing populations and aging infrastructure. However, with collaboration and partnership by all levels of government and the private sector, and with innovative solutions and tools for financing, building, planning and maintaining this infrastructure — roads, sidewalks, bridges, water, wastewater and underground pipes— these challenges become opportunities for economic development and preparing our municipalities for the 21st Century. Through their “let’sToc Transforming Our Communities partnership, the Canada West Foundation and Communities of Tomorrow will explore and share innovative solutions and best practices in this sector.



Casey Vander Ploeg joined Canada West Foundation in 1991 and is a Senior Policy Analyst. Casey has authored or co-authored over 50 research reports. His work on urban finance and infrastructure has established him as one of Canada's foremost experts in the area and he is a sought-after speaker at national conferences. He has worked on a range of public policy topics including federal and provincial government finances, economic development, parliamentary reform, deliberative democracy, Senate reform and national unity. Prior to joining the Foundation, Casey worked as a journalist. He has a BA in Political Science from the University of Lethbridge.

### EDA 2012 Annual Professional Conference & AGM

*Building Capacity for Future Success*



John has over 25 years' experience working in diverse industries. He holds a Bachelor of Commerce Degree, with Honours, from Laurentian University. John believes the next 5 years will be about maximizing growth, advancing strategic alliances throughout Western Canada and capitalizing on the tremendous opportunity that exists in the field of municipal infrastructure innovation.

John was the General Manager of the Regina 2005 Canada Summer Games from February 2002 to April 2006. This \$28 million dollar event was the largest multi-sport event ever held in Regina and was proclaimed the most successful Canada Games ever held. John was Executive Director of the Sport Federation, a division of Sask Sport Inc. for 15 years. He also was an active partner with his wife Janet in a successful international retail and clothing manufacturing company based out of Regina for more than 9 years. Involved in the community, John recently served as the volunteer Senior Vice President and Chairperson - Regina Host Organizing Committee 2010 World Junior Hockey Championships. He is also on numerous committees and boards, including: Director and Vice-President of Sask Sport Inc., Mayor's Community Advisory Committee, and Past Chair of the Board - Regina Palliative Care Inc. and the Greystone Bereavement Centre.

*Sponsor: TBC*

### Session 3A: Development Industry Trends/Challenges *(Explorer)*

**Moderator:** Richard Pauls, EDA Board Member

**Introductory Remarks:** Sturgeon County

**Panelists:** Patrick Shaver, Chair UDI Greater Edmonton Chapter and President, Avillia Developments Ltd., Cameron Wallace, Real Estate Advisory, Catalyst Management Consultants



Patrick first started in the land development industry 20 years ago working on construction sites. He has filled the roles of labourer, material tester, survey, and site engineer.

In 1992, Patrick graduated from the University of Alberta with a degree in Civil Engineering. After working for Stantec for a couple of years he returned to University. In 1995 he graduated with a Master of Engineering in Transportation along with a Master of Business Administration from the U of A, with additional study at the Helsinki School of Economics in Finland and the Centre for Strategic Management in San Diego, California.

Patrick then worked with the City of Edmonton in the Transportation Planning Branch before moving onto Enbridge Pipelines as a Strategic Planner.

In 1999, he and his wife moved to Australia where he became the Project Manager for the Aquatic Centre for the Sydney 2000 Summer Olympic Games. After the Olympics, Patrick worked on various mixed-use Land Development Infill projects in Sydney and consulted to the New South Wales Department of Transportation on prioritizing transit oriented developments.

Upon his return to Edmonton in 2002, Patrick worked for Landrex Developers in St. Albert. At this time, he completed his co-authoring of the "Sustainable Transportation for Sustainable Cities" project with the University of Sydney, Australia.

Patrick is President of his own land development and consulting company, Avillia Developments Ltd. Avillia Developments has been in operation since 2005, and develops and management land projects in and around the Edmonton Area.

Patrick also participates on a number of community and professional boards including the Greater Edmonton Chapter of the Urban Development Institute where he has just completed his third term as Chairman.

### EDA 2012 Annual Professional Conference & AGM

*Building Capacity for Future Success*



Cameron Wallace has been in the development industry for almost 35 years. From Development Manager at Genstar Development Company; VP Consulting Division for Argon Group; President of Discovery Ridge Development Corporation; a number of senior roles at United Communities; and his current role in Real Estate Advisory for Catalyst Management Consultants where he provides real estate advisory services for acquisitions, municipal approvals, assessment appeals, due diligence, dispute resolution and strategic solutions for real estate projects

Since every real estate project needs some form of municipal government approval, Cameron's diverse background and experience can provide valuable insights for those who are dealing with real estate investment projects in their community. In particular,

Cameron will share his perspective on "traditional public engagement" vs. "innovative engagement".

*Sponsor: Sturgeon County*

**10:15-10:45 AM**

### **REFRESHMENT BREAK** (*Convention Foyer*)

*Sponsor: Town of Okotoks*

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

### **Session 1B: Using Humour to Promote Creativity** (*Silver/Bronze*)

**Moderator:** Kent McMullin, EDA Board Member

**Introductory Remarks:** TBC

**Speaker:** Dr. Patricia Pitsel, Ph.D



Dr. Patricia Pitsel is a Psychologist, Educator and Human Resource professional. Prior to starting her own counseling and consulting business in 1982, Pat taught in both the public and post-secondary systems in Alberta and Saskatchewan. She worked in Training and Organizational Development for the Alberta Government, and was Training Coordinator for Nova Corporation.

Dr. Pitsel has a M.Sc. Ed. in counseling from Fordham University in New York City; and a Ph.D. in counseling psychology from the University of Calgary. In addition to counseling, particularly in the fields of stress, anger, and depression, Pat also conducts training programs in: conflict management, improving personal effectiveness, interpersonal communications, creative problem solving, time management, improving organizational effectiveness, gender speak and humour in the workplace.

This session will explore how we can use humour to promote creativity in our personal and professional lives.

When we are very young, we spend a lot of time nurturing our creativity through drawing, colouring, crafts and make believe play. However, as we age, we start convincing ourselves we are not creative. We stop nurturing our creative spirit.

Pat believes everyone is inherently creative, and will challenge participants to start thinking about their creativity in new and exciting ways. Be prepared to be entertained and challenged in this unique workshop.

*Sponsor: TBC*





### Session 2B: Trends & current realities in the economic development field (Gold)

**Moderator:** Diane Simsovic, EDA Board Member

**Introductory Remarks:** Cathy Goulet, Executive Director, The Business Link

**Speaker:** Jeff Finkle, CEcD, President & CEO, International Economic Development Council (IEDC)



As President and CEO of the International Economic Development Council (IEDC), the world's largest economic development membership organization, Jeff contributes his expertise on community revitalization, business development and job creation to projects nationwide. Jeff has established multi-lateral partnerships with regional and national economic development organizations around the world and currently sits on the Consultative Committee of World Association of Investment Promotion Agencies (WAIPA). He has advised on economic development in China, Europe, Latin America, and Oceania. He now serves on the Board of Directors for Climate Prosperity, Inc., a company based on creating important regional economic outcomes -- green savings, green opportunity, and green talent -- while reducing greenhouse gas emissions.

He is also a leader in community service and philanthropy. In 2005, Jeff organized 250 economic development volunteers to work in Gulf Coast communities endeavoring to recover from Hurricane Katrina. He also founded the Bollinger Foundation, a non-profit organization that provides financial assistance to educate and support children who have lost one or more parent who worked in the field of economic development. The foundation to date has awarded approximately \$500,000 in grants.

A former Deputy Assistant Secretary in the U.S. Department of Housing and Urban Development, where he oversaw programs such as Community Development Block Grants and Urban Development Action Grants, Jeff writes and lectures frequently about economic development issues and advises Congressional Committees. His vigorous support of the use of eminent domain to promote economic development, upheld by the U.S. Supreme Court, garnered him national media attention, including appearances on CBS Sunday Morning, Fox television and the Journal Report on PBS.

With the formation of IEDC in 2001, Jeff set the course for a more effective and influential economic development organization. IEDC resulted from the merger of the Council for Urban Economic Development (CUED), where Jeff was president for 15 years, and the American Economic Development Council (AEDC). Addressing significant financial and organizational challenges, Jeff has grown IEDC to a \$5 million annual operation with 30 employees. IEDC is recognized for its leadership in making sustainable economic development a priority in communities of all sizes and for professionalizing and diversifying the field of economic development.

Jeff will give a presentation on the trends in economic development and the current state of the industry. The presentation will highlight the challenges that the industry is facing and the ways in which successful economic developers are coping in this new economic landscape by adapting to critical issues such as the economic downturn, job creation and retention, regionalism, and globalization.

*Sponsor: The Business Link*

### Session 3B: Transportation infrastructure and economic development (Explorer)

**Moderator:** Richard Pauls, EDA Board Member

**Introductory Remarks:** Dan Dibbelt, Northern Alberta Development Council (NADC)

**Panelists:** Michael Reeves, President, Ports-to-Plains Trade Corridor Coalition; Ruth Sol, President, WESTAC (invited); Bob Armstrong, President, Supply Chain and Logistics Association in Canada (invited)



Michael Reeves was appointed as president of the Ports-to-Plains Trade Corridor Coalition in the spring of 2004. Reeves has extensive knowledge of transportation issues and governmental affairs at local, state and federal levels.

During his time at Ports-to-Plains, Reeves has focused on strengthening relationships with state departments of transportation and building partnerships in Canada and Mexico. Under his leadership, the coalition is also working on decreasing America's dependence on Middle East oil by providing needed infrastructure to support the region's diverse energy production industry.

Prior to Ports-to-Plains, Reeves served as Vice President of Governmental Affairs for the Lubbock Chamber of Commerce.

There he was involved with coordinating transportation initiatives, including delegation appearances before the Texas Transportation Commission, and serving as liaison between TxDOT and the business community. Mr. Reeves also led the Chamber's legislative programs and conducted communications efforts.

*Sponsor: Northern Alberta Development Council*

**12:00-1:30 PM**

### **LUNCH BUFFET & KEYNOTE** (*Convention Foyer & Gold/Silver/Bronze*)

**Moderator:** Gerry Gabinet, EDA Board Member and 2012 Conference Chair

**Introductory Remarks:** Canadian Association of Petroleum Producers (CAPP)

**Speaker:** Ezra Levant, TV News Anchor, Best-Selling Author & Provocateur



Ezra Levant is a TV anchor, newspaper columnist, author and general trouble-maker!

After graduating from law school, he went to Ottawa as a parliamentary assistant to Preston Manning. It was to be the first of many romantic but doomed political campaigns.

Levant joined the editorial board of The National Post newspaper, shortly after its founding. His beat included national politics, the Supreme Court and the Middle East.

In 2004, Levant became the founding publisher of the Western Standard magazine, the only Canadian media outlet to publish the Danish cartoons of Mohammed. That led to two charges of "hate speech" before the Alberta government's human rights commission.

Levant wrote a book about the experience, called Shakedown, which exposed the illiberal nature of Canadian human rights commissions. His new book called, Ethical Oil: The Case for Canada's Oilsands, was published in September 2010.

To the relief of his wife, Levant finally got a real job this spring, when he joined the new Sun TV all-news channel as the host of a daily talk show called The Source.

*Sponsor: Canadian Association of Petroleum Producers*

**1:30-2:45 PM BREAK OUT SESSIONS**

### **Session 1C: Beyond the Boomers: Building an Immigrant Workforce** (*Silver/Bronze*)

**Moderator:** Kent McMullin, EDA Board Member

**Introductory Remarks:** TBC

### EDA 2012 Annual Professional Conference & AGM

*Building Capacity for Future Success*



**Speaker:** Mike Grogan, VP Operations & Programs & Jackie Coe, Workforce Initiatives Coordinator, Calgary Chamber of Voluntary Organizations (CCVO)



and sports organizations.

Mike Grogan is the Vice President of Operations and Programs with CCVO and has worked with nonprofit organizations for over 20 years in areas such as program development and evaluation, adult education and organizational effectiveness. Mike is the Secretariat for the Alberta Nonprofit Workforce Council working to ensure that nonprofit and charitable organizations across Alberta are able to recruit and retain the high quality professional staff they require to carry out their missions. His enthusiasm and passion for the sector are evident in his numerous volunteer activities in community services, youth



Jackie Coe is the Workforce Initiatives Coordinator for CCVO and has over 10 years of experience in Human Resources in the nonprofit and manufacturing sectors. Her experience in the nonprofit sector as a Human Resources Manager with Immigrant Services Calgary has provided her with first-hand experience and understanding of many of the Human Resources issues and challenges in the nonprofit sector. Jackie holds a Bachelor of Applied Science in Family and Social Relations from the University of Guelph. Jackie is an active volunteer in the nonprofit sector with education, sports and religious organizations.

In 2011 the baby boomers started to turn 65, and the Alberta government is forecasting a shortage of at least 77,000 workers within the next decade. Knowing that the predicted labour shortage will also impact the nonprofit sector, the Calgary Chamber of Voluntary Organizations (CCVO) decided to take a serious look at the potential for nonprofits to hire new immigrants to meet their staffing needs. In July of 2011, CCVO released an employer guidebook "Beyond the Boomers: Building an Immigrant Workforce in the Nonprofit Sector".

Mike and Jackie will present the business case for tapping into under-utilized pools of labour, including immigrants; demographics; immigration picture in Canada; provide an overview of their findings and hopefully give you valuable insights into how your community and businesses in your region can tap into an immigrant workforce as part of your overall workforce strategy.

*Sponsor: TBC*

### Session 2C: Site Selection Workshop (Gold)

**Moderator:** Diane Simsovic, EDA Board Member

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

**Panelists:** Chris Knight, Financial Times, re: fDi Markets, John Hankins, Calgary Economic Development and John Ross, Avison Young Real Estate



Chris Knight heads the fDi Benchmark division of fDi Intelligence. In addition to serving as a business development executive focusing on the US and UK markets, he is an expert in the benchmarking of locations. He has been working on benchmarking projects for more than four years and has worked with some of the largest economic development organizations globally to help them promote themselves to foreign investors and assess their competitiveness for investment.

Chris develops bimonthly rankings for various sectors using in house data which are published in fDi Magazine. The most recent of these were rankings identifying the best locations globally for attracting renewable energy FDI projects. As well as benchmarking, Chris works on a variety of different reports comparing market and sectoral performance in terms of FDI.



fDi Intelligence is a specialist division from the Financial Times Ltd established to provide industry leading insight into globalization with a portfolio of world-class products, services and business tools that allow both companies and economic development organizations alike to make informed decisions regarding foreign direct investment and investment attraction. The fDi Intelligence portfolio includes fDi Atlas, fDi Benchmark, fDi Markets, fDi Magazine and fDi Reports.



John Hankins joined Calgary Economic Development (CED) in 2007, as the Vice President, Investment & Trade Development. John leads CED's efforts to help Calgary companies expand their markets around the world. In addition, he guides CED staff to assist the Calgary region in attracting new business activity from other parts of the continent and the international community.



John Ross is Managing Director of Avison Young Real Estate in Edmonton. He has more than 33 years of experience in the real estate business, specializing in investment sales and acting on behalf of pension funds, REITS, publicly traded companies and private sector clients. Immediately preceding joining Avison Young, John was Vice-President, Real Estate Investments for Alberta-based WAM Development Group, focusing on the Alberta and Southwestern US markets. Prior to that, he was a partner with J.J. Barnicke in Edmonton from 2000 to 2006. Over his career, John has been involved in real estate transactions totaling more than \$2.75 Billion.

*Sponsor: CN*

### Session 3C: Clean Energy & Economic Development *(Explorer)*

**Moderator:** Richard Pauls, EDA Board Member

**Introductory Remarks:** Elizabeth Huculak, Vice President, WADE Canada

**Panelists:** David Neely, Brent Harris (others TBC)

This panel session will explore clean energy and economic development by exploring the opportunity for decentralized energy as an economic driver, technology options and risk assessment, financing strategies and project development- or "making it happen".



David Neely is the Canadian Director of Smart Grid / Smart Cities Integration for GE's Energy Management Business. David works directly with utilities, city and policy groups regarding integration of Smart City and Smart Grid concepts. Key focus is development of integrated technology solutions and roadmaps to power needs and climate change targets.

David serves on the CABA Board of Directors and supports the Smart Grid and intelligent Buildings Working Group. David is also a member of the Smart Grid Canada national association and supports the technology Working Group focusing on technology roadmaps for the Canadian Smart Grid. In addition, he supports a number of the chamber committees related to municipal directions and environmental issues.

David is a Graduate of the UEA Business program, a professional engineer, and Fellow of IET and PMP.



Brent Harris, P.Eng, is Chief Technology Officer of Sustainable Energy Technologies, and a co-founder of the company. He led the development and commercialization of the company's technologies, from early demonstrations to the launch of its latest Sunergy inverters. Brent has a passion for decentralized energy in general and for solar power in particular. He is an active proponent of changes to the management and regulation of our electric system that will enable greater adoption of decentralized and renewable energy technologies. Brent is a Member of the Board and Treasurer of WADE Canada,





and was a Member of the Board of Directors of the Canadian Solar Industries Association from 2005-2008.

Prior to founding Sustainable Energy, Brent was an instrumentation engineer in the oil & gas industry. Brent is a graduate of Queen's University in Applied Science, Electrical Engineering, and was selected as one of Calgary's Top 40 Under 40 by Avenue Magazine in 2009.

*Sponsor: WADE Canada*

**2:45-3:15 PM**

### **REFRESHMENT BREAK** (Convention Foyer)

*Sponsor: TBC*

**3:15-4:15 PM**

### **Session 1D: Prairie Canada Future Game** (Explorer)

**Moderator:** Selena McLean-Moore, Project Officer, Regional Development Branch, Alberta Treasury Board and Enterprise.

The Prairie Canada Future Game is highly interactive and allows participants to tackle the challenges of economic and community development in a fun and engaging manner. It is played in a small team format and the teams make a series of critical decisions that shape the future of a typical prairie region over a 25-year period.

The game allows leaders to learn to work with their groups in a new way. Observing how today's decisions can impact tomorrow's future helps key leaders and groups focus on the importance of a long term vision and what it takes to get there. To find out more go to <http://www.treasuryboard.alberta.ca/1338.cfm>

*Sponsor: Alberta Treasury Board and Enterprise*

### **Session 2D: CEDTP Trainer Session** (Gold)

**Moderator:** Chris King, EDA Board Member & Education Committee Chair (TBC)

NOTE: This session is a closed session for CEDTP Trainers only.

**6:00-6:30 PM**

### **COCKTAIL RECEPTION** (Convention Foyer)

**6:30-9:00 PM**

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

**Welcome:** Maggie Armstrong, EDA President

**Introductory Remarks:** Talisman Energy

**Speaker:** The Honourable Doug Horner, Minister of Treasury Board and Enterprise (invited)

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

**Dress:** Semi-formal / Business attire

*Sponsor: Talisman Energy*

*Following the Minister's Dinner, the EDA Hospitality Suite (Room #2075) will be open.*



Co-Sponsors: AllNorth Consultants Ltd. & Twist Marketing.

### FRIDAY, APRIL 13

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**7:00 AM**

**BREAKFAST BUFFET** (*Convention Foyer*)

**8:00-9:00 AM**

**KEYNOTE SPEAKER: RESILIENCE- AFTER THE BOOM** (*Gold/Silver/Bronze*)

**Moderator:** Gerry Gabinet, EDA Board Member and 2012 Conference Chair

**Introductory Remarks:** Monica Rovers, Business Development Manager, Energy, Investment & Trade Development, Calgary Economic Development

**Speaker:** Charmaine Hammond, President of Hammond International Inc.



As President of Hammond International Inc., Charmaine Hammond helps individuals, teams, businesses, government departments, and corporations improve resilience, and inspired performance. An expert in team relations, communication, and conflict resolution, Charmaine helps identify and resolve what gets in the way of success and bouncing forward!

Resolving conflicts and building teams behind bars and in boardrooms, former Correctional Officer and Mediator, Charmaine helps you overcome the three most challenging workplace issues: conflict, communication and team relationships. She has a Master's Degree in Conflict Analysis & Management.

Charmaine is author of the bestselling book *On Toby's Terms* (Bettie Youngs Books publishers, Sept. 2010) which is in development to become a motion picture! She weaves in portions of this story and relates them to teams, business and the workplace. Charmaine is also author of *Bounce Forward* and *Toby The Pet Therapy Dog* as well as *Bounce Forward* and her new co-authored book, *GPS Your Best Life*.

She has been featured on many TV and radio programs including Alberta Prime Time, CTV, Global News, CTSTV, CBC Radio, CTV, CHAM 820 Radio and many forms of print media.

Charmaine will speak about how sustainability and resilience are critical for organizations and communities. "After The Boom" is based on Charmaine's Master's Degree action research project from northern Alberta, in 2002. The findings of this study offer valuable strategies, tools and resources to help communities and organizations survive the boom, prepare for the bust, bounce forward after challenge and change. Attendees will learn:

- How to activate your workplace and community Bounce Forward Response
- Nine essentials for Bouncing Forward in 2012
- Surefire ways to Ignite resilience at work and in the community
- Ten ways to prepare for the next cycle
- Strategies for success

*Sponsor: Calgary Economic Development*

**9:00-10:00 AM**

**2012-13 ECONOMIC FORECAST** (*Gold/Silver/Bronze*)

**Moderator:** Gerry Gabinet, EDA Board Member and 2012 Conference Chair

**Introductory Remarks:** Marc Tremblay, President & CEO, Conseil de développement économique de l'Alberta (TBC)



**Speaker:** Todd Hirsch, Senior Economist, ATB Financial



Todd Hirsch received his BA Honors in Economics from the University of Alberta, and an MA in Economics from the University of Calgary. He has worked for over 20 years as an economist at companies including Canadian Pacific Railway, the Canada West Foundation and the Bank of Canada.

He joined ATB Financial in May 2007 as Senior Economist where he provides economic information to ATB clients and external audiences.

Todd's economic commentary appears on CBC radio, BNN, the Globe and Mail, and various other news programs. He teaches a course in economics at the University of Calgary and is the Chair of the Board of Directors of the Calgary Arts Academy. In 2011, Todd was recognized as one of Alberta's 50 Most Influential People by Alberta Venture magazine.

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

*Sponsor: Conseil de développement économique de l'Alberta*

**10:00-10:30 AM**

### **REFRESHMENT BREAK** (*Convention Foyer*)

*Sponsor TBC*

**10:30-NOON**

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

**Moderator:** Maggie Armstrong, EDA President

\* EDA Regular Members only



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## Issue Summary Report

### 9.18 EMPLOYMENT STANDARDS CODE SEMINAR - APRIL 27

#20120209014

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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There is an Employment Standards Code Seminar on April 27, 2012 in Edmonton that provides important information for employment of employees. We are requesting that Council send Tim Mahdiuk and Leo deMoissac to this event. Cost is \$481.95 for the first registrant and an additional \$271.95 for additional registrants. Additional cost of subsistence approx \$480.00.

#### Recommendation

---

That Council approve the registration of Tim Mahdiuk and Leo deMoissac for the Employment Standards Code seminar April 27, 2012 in Edmonton.

#### Additional Information

---

**Originated By :** skitz



# Employment Standards Code in Alberta

Edmonton, AB • April 27, 2012 • ID# 388584

Get the training you need to avoid compliance confusion, complaints and penalties.

Prevent the financially crippling employee claims and penalties that plague employers in today's workplace. Register for this seminar and get the Employment Standards Code savvy your company has been looking for.

Let local experts teach you how to create compliant practices and bulletproof policies. With a slew of responsibilities already on your plate, how can you keep up with all the latest developments? Easy – enroll today and discover the latest techniques to keep your company out of trouble.

## Benefits for You

- Do your part to save the company money by learning how to terminate without causing claims
- Rise to the challenge of handling today's most pressing workplace issues, including employment contracts
- Learn how Alberta's Privacy Legislation impacts the Employment Standards Code
- Understand the difference between contractors and employees



**Special Offer!**  
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## Faculty

**Jenelle R. Butler**, *Brownlee LLP*

**Laura Inglis Chubb**, *Bennett Jones LLP*

**Maurice C. Dransfeld**, *McLennan Ross LLP*

**Joe H. Hunder**, *Fraser Milner Casgrain LLP*

**Kelly B. Nychka**, *Bryan & Company LLP*

**Terri Susan Zurbrigg**, *Field Law LLP*

For more information about our speakers, go to [www.lorman.com/ID388584](http://www.lorman.com/ID388584).

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8:30 AM – 9:00 AM	<b>Registration</b>	
9:00 AM – 10:00 AM	<b>Contractors vs. Employees</b> — <i>Maurice C. Dransfeld</i>	Complaint, and Which Issues Fall Outside Its Jurisdiction?
	<ul style="list-style-type: none"> <li>• How This Distinction Affects Employers</li> <li>• The Legal Test</li> <li>• The Statutory Framework</li> <li>• Contractual Terms to Consider</li> </ul>	<ul style="list-style-type: none"> <li>• What Do Sections 3 and 4 of the ESC Mean for You and Your Organization?</li> <li>• ESC and Privacy Issues Including: Data Retention and Destruction, and What Information Can and Cannot Be Disclosed Upon Termination</li> </ul>
10:00 AM – 11:00 AM	<b>Employment Policies That Work</b> — <i>Kelly B. Nychka</i>	<b>Break</b>
	<ul style="list-style-type: none"> <li>• Drafting Tips</li> <li>• Employee Engagement</li> <li>• Get the Code to Work for You</li> <li>• Implementation</li> </ul>	<b>2:15 PM – 2:30 PM</b>
11:00 AM – 11:15 AM	<b>Break</b>	<b>2:30 PM – 3:30 PM</b>
11:15 AM – 12:15 PM	<b>Obligations of Departing Employees</b> — <i>Joe H. Hunder</i>	<b>Employment Contracts - When to Put It in Writing</b> — <i>Laura Inglis Chubb</i>
	<ul style="list-style-type: none"> <li>• Duty Not to Disclose Confidential Information</li> <li>• Fiduciary Duties</li> <li>• Enhanced Contractual Duties</li> <li>• Possible Remedies</li> </ul>	<ul style="list-style-type: none"> <li>• The Interplay Between Drafting Employment Agreements and the Employment Standards Code</li> <li>• Considering Consideration</li> <li>• Restrictive Covenants: What Alberta's Courts Are Saying</li> </ul>
12:15 PM – 1:15 PM	<b>Lunch (On Your Own)</b>	<b>3:30 PM – 4:30 PM</b>
1:15 PM – 2:15 PM	<b>Jurisdiction, Statutory Minimums and How Alberta's Privacy Legislation Impacts the ESC</b> — <i>Terri Susan Zurbrigg</i>	<b>Terminations: A Necessary Evil in Times of Boom and Bust</b> — <i>Jenelle R. Butler</i>
	<ul style="list-style-type: none"> <li>• What Issues Can Be Resolved by an ESC</li> </ul>	<ul style="list-style-type: none"> <li>• Probationary Periods</li> <li>• Entitlement to Notice and Pay in Lieu of Notice</li> <li>• Layoffs and Recalls</li> <li>• Termination by Employees</li> </ul>



# Employment Standards Code in Alberta

Edmonton, AB • April 27, 2012 • ID# 388584

Register Online at [www.lorman.com/ID388584](http://www.lorman.com/ID388584)**Seminar Tuition** (includes free manual with attendance)

- ☐ **Yes!** I would like to attend. (\$459.00 + \$22.95GST = C\$481.95 per person)
- ☐ **Special Offer!** I would like to bring a colleague.  
(\$259.00 + \$12.95GST = C\$271.95 per each additional registrant)
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**Firm Information**

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ADDRESS		
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**Approving Manager**

NAME	
TITLE	EMAIL

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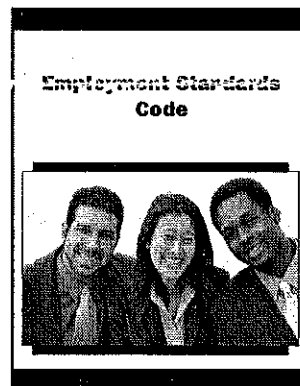
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**Who Will Be There?**

This seminar is designed for human resource and industrial relations professionals, payroll professionals, and business owners and managers.



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## Issue Summary Report

### 9.19 DATE FOR PUBLIC AUCTION OF LANDS

**#20120207007**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

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

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

The date for the Public Auction of Lands for 2011 should be set for May 8, 2010 at 1:30 p.m.

#### Recommendation

---

Motion to set the date for the Public Auction of Lands for May 8, 2012 at 1:30 p.m.

#### Additional Information

---

**Originated By :** Sheila Kitz



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## Issue Summary Report

### 9.20 BYLAW NO. 1591 - TOWN OF ELK POINT/COUNTY OF ST. PAUL INTER-MUNICIPAL DEVELOPMENT PLAN #20120208003

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

Bylaw No. 1591 is being presented to Council to adopt the Inter Municipal Development Plan between the County of St. Paul and the Town of Elk Point.

After first reading, the bylaw must be advertised and a public hearing will be held on March 12, 2012 at 7:00 p.m., jointly with the Town of Elk Point.

#### Recommendation

---

That Council give first reading to Bylaw No. 1591 adopting the Inter-Municipal Development Plan between the County of St. Paul and the Town of Elk Point.

#### Additional Information

---

**Originated By :** kfedoretz

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1591

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A By-law of the County of St. Paul No. 19 in the Province of Alberta to adopt the Town of Elk Point and County of St. Paul Inter-Municipal Development Plan.

---

**WHEREAS**, Section 631(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that two or more Councils may, by each passing a Bylaw, adopt an Inter-Municipal Development Plan;

**AND WHEREAS**, Council deems it desirable to adopt an Inter-Municipal Development Plan with Town of Elk Point;

**AND WHEREAS**, Council recognizes that the lands contained within the Inter-Municipal Development Plan will remain under the jurisdiction of County of St. Paul and that the Inter-Municipal Development Plan provides a basis for cooperation and communication on matters of mutual interest;

**AND WHEREAS**, notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta;

**AND WHEREAS**, a Joint Public Hearing into the proposed Bylaw is scheduled for and will be held on March 12, 2012 commencing at 7:00 pm at the Town of Elk Point Office;

**NOW THEREFORE**, the Municipal Council of the County of St. Paul duly assembled enacts as follows:

**That the County of St. Paul and Town of Elk Point Inter-Municipal Development Plan, as attached and forming part of this Bylaw be adopted.**

Read a first time this 14<sup>th</sup> day of February, 2012.

Advertised the \_\_\_\_ day of \_\_\_\_\_, A.D. 2011, and the \_\_\_\_ day of \_\_\_\_\_, A.D. 2012 in the Elk Point Review and St. Paul Journal.

Read a second this \_\_\_\_\_ of \_\_\_\_\_, 2012.

Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

---

Reeve

---

Chief Administrative Officer

# ELK POINT INTER-MUNICIPAL DEVELOPMENT PLAN

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The County of  
**ST. PAUL NO 19**

The Town of  
**ELK POINT**



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### A. INTRODUCTION

- 1) The Town and the County have agreed to undertake the process for preparing and adopting, by bylaw, an Inter-municipal Development Plan (IDP) which will address the principles, policies and considerations outlined in this document.
- 2) The Town and the County recognize that all municipalities are equals and have the right to growth and development.
- 3) The purpose of the IDP is to:
  - a) Ensure orderly development, while protecting the area surrounding the Town for future expansion;
  - b) Establish a framework for attracting economic opportunities;
  - c) Improve opportunities to secure a long-term economic base for the region;
  - d) Ensure the municipalities are development ready and future oriented in their efforts to attract economic activity; and
  - e) Ensure that the municipalities are developed in a manner that is equitable and fair to the residents of the municipalities.

### B. GOALS

- 1) Identification of the Urban Growth Lands. This is the area surrounding the Town that will be protected for the future growth of the Town.
- 2) Identification of the Referral Lands. This is the area in the County to be protected for the long term growth of the Town, while ensuring appropriate uses may be developed.
- 3) Development of compatible residential and industrial/commercial land use districts for the Town and County.
- 4) Development of land use policies to provide for and in support of the highway gateway entrance corridor into Elk Point.
- 5) Development of a Plan for the provision of establishing transportation and utility networks.
- 6) Effective coordination of transportation systems and protection of required land for future road and trail network developments.
- 7) Identification and protection of environmentally sensitive areas.
- 8) Effective referral mechanisms and dispute resolution mechanisms.
- 9) Annexation, plan administration and implementation.

## C. URBAN GROWTH LANDS

- 1) The Urban Growth Lands will be those lands within the County identified on Figure 1 Plan Area. These lands will, where growth patterns remain as anticipated, be the primary urban expansion area and the priority area for future annexations by the Town.
- 2) The County agrees that all development within the Urban Growth Lands will be planned to minimize the impact on the growth of the Town. Developers will be required to work with the Town and County planning departments to ensure that the development is compatible with the future growth patterns of the Town.
- 3) All subdivision and discretionary use development permit applications, Land Use Bylaw amendments and Area Structure Plans/Conceptual Schemes within the Urban Growth Lands will be referred to the Town for comment. In considering subdivision and development proposals in the Urban Growth Lands, the County Subdivision and Development Authority will ensure the proposed subdivision and/or development conforms to the intent of the Figure 1 Plan Area and Figure 2 Land Uses and the land use and servicing policies contained herein.
- 4) The following land use provisions will apply to all new development permit and subdivision applications within the Urban Growth Lands:
  - a) No commercial and/or retail businesses shall be allowed in the Urban Growth Lands.
  - b) The industrial area identified in Figure 2 Land Uses shall be used predominantly for this purpose for the long term. Agricultural, institutional, open space, and resource extraction industrial uses may also be allowed on the lands. The County will ensure that any future industrial subdivisions will be compatible with the proposed Town of Elk Point and County of St. Paul Light Industrial/Residential District, as described in Schedule "A" of this Plan.
  - c) The residential area identified in Figure 2 Land Uses shall be used predominantly for this purpose over the long term. Agricultural, open space, institutional and resource extraction industrial uses may also be present based on the detailed land use concept of an approved area structure plan or conceptual scheme. Farmstead separation subdivisions will be permitted within the Urban Growth Lands. The County will ensure that any future residential subdivisions will be compatible with the proposed Town of Elk Point Residential Small Holdings District, as described in Schedule "B" of this Plan.
  - d) The County will endeavor, through the processing of all subdivision and development permit applications, to preserve the environmentally sensitive areas identified in the Urban Growth Lands identified in Figure 2 Land Uses.
- 5) An area structure plan or conceptual scheme plan will be required for any new subdivision proposed in the Urban Growth Lands, with the exception of a farmstead separation subdivision. The County agrees that all new development within the Urban Growth Lands be designed to be served by municipal water and wastewater infrastructure at the same standards as lands within the Town, for the eventual connection to Town water and wastewater services, such connection is at the property owner's cost.
- 6) Confined feeding operations requiring registrations or approvals and manure storage facilities requiring authorization under the Agricultural Operations Practices Act shall not be allowed within the Urban Growth Lands.

- 7) A Wind Energy Conversion System (WECS), with the exception of a small WECS consisting of one structure designed to generate electricity primarily for the property owner's use, shall not be allowed within the Urban Growth Lands. For the purposes of interpreting this Plan, a WECS is one or more structures designed to convert wind energy into mechanical or electrical energy within a parcel or lot.
- 8) The County shall not dispose of a Municipal Reserve or discharge a Deferred Reserve Caveat within the Urban Growth Lands unless the Town agrees.
- 9) While Section 618 of the Municipal Government Act exempts wells or batteries as defined by the Oil and Gas Conservation Act, or a pipeline or an installation or structure incidental to the operation of a pipeline, from complying with the Act, the Town and County will work with those oil and gas leaseholders to identify a wellsite development plan that is coordinated with the expected land use designations within the urban growth lands.
- 10) Any disputes shall be dealt with through the procedure outlined within Section K of this Plan.

### **D. REFERRAL LANDS**

- 1) The Referral Lands are those lands within the County identified as the Referral Lands on Figure 1 Plan Area. These lands are intended to identify future long term growth areas for the eventual growth of the Town, while still permitting compatible development to occur prior to annexation.
- 2) All subdivision applications, Land Use Bylaw amendments and Area Structure Plans/Conceptual Schemes within the Referral Lands will be referred to the Town for comment. All development permit applications approved by the County Development Authority shall be in accordance with the provisions of this Plan. Any disputes shall be dealt with through the procedure outlined within Section K of this Plan.
- 3) In considering subdivision and development permit applications in the Referral Lands, the County Subdivision and Development Authority will ensure the proposed development is compatible with the adjacent uses within the Urban Growth Lands.
- 4) The County will endeavor, through the processing of all subdivision and development permit applications, to preserve the environmentally sensitive areas identified in the Referral Lands identified in Figure 2 Land Uses.
- 5) The County will discourage industrial development west of Highway 41 and residential development east of Highway 41.
- 6) Confined feeding operations requiring registrations or approvals and manure storage facilities requiring authorization under the Agricultural Operations Practices Act shall not be allowed within the Referral Lands.
- 7) A Wind Energy Conversion System (WECS), with the exception of a small WECS consisting of one structure designed to generate electricity primarily for the property owner's use, shall not be

allowed within the Referral Lands. For the purposes of interpreting this Plan, a WECS is one or more structures designed to convert wind energy into mechanical or electrical energy within a parcel or lot.

- 8) The County shall not dispose of a Municipal Reserve or discharge a Deferred Reserve Caveat within the Referral Lands unless the Town agrees.

### E. GATEWAY ENTRANCE DESIGN GUIDELINES

1. The County will require developers of lands identified as Gateway Entrance on Figure 2 Land Uses to meet the regulations contained herein.
- 2) Site planning requirements:
  - a) The main entry of the building must face the main access road and be prominently visible upon entering the site. The main entry shall not be visually blocked by the storage or display of sale products.
  - b) Buildings must be sited in such a location to provide open space between the building and adjacent streets and/or on-site parking lots for the purpose of landscaping. This open space area is to be equal to or exceeding the minimum required setback for the development as prescribed in the County's Land Use Bylaw. This landscaped area is not to be used for the display of sale products or for waste disposal or other utility areas, unless these are screened.
  - c) All on-site lighting, including those in on-site parking lots, must be down lighting; the use of fixtures projecting light upwards is not permitted.

- 3) Site landscaping and fencing requirements:

- a) All exterior storage areas are to be fenced. Acceptable fencing materials are as follows: chain link, vinyl, and masonry.
- b) No fences are permitted in the front yard, and shall not extend or be in front of the building face.
- c) Maximum height of a fence shall be 2.5 m.
- d) Dry landscaping (e.g. mulch and/or washed rock) instead of grass, and the use of native plant species that can withstand drought are encouraged.
- e) In order to address the issues related to potential wildland fires and their interface with development, any development proposal adjacent to a naturally vegetated area or agricultural lands shall incorporate the FireSmart guidelines advocated by Alberta Sustainable Resource Development to the satisfaction of the County Development Authority.
- f) Landscaping areas should not be used for the storage of equipment or materials or for the display of sale products, unless their storage and/or display has been properly integrated into the landscaping design and approved by the County Development Authority.



### 4) Building design requirements:

- a) A minimum of two major exterior cladding materials are required for any elevation of a principal or an accessory building facing Highway 41.
- b) A variety of exterior materials and/or colours is encouraged to prevent the creation of monotonous streetscapes.
- c) The main entry of the building must be prominent and clearly visible upon entering the site.
- d) The base of all buildings on sides facing the highway must be clearly defined and provide a visual anchor to the building. Permitted ways to define the base include but are not limited to the following; block, stone, brick, a change in exterior material or a change in exterior colour or a change in the direction of exterior material. The painting of the exterior material is not permitted. The ideal ratio for defining the base height is 4:1. For example, if the building height is 12'-0" the base should be 3'-0".



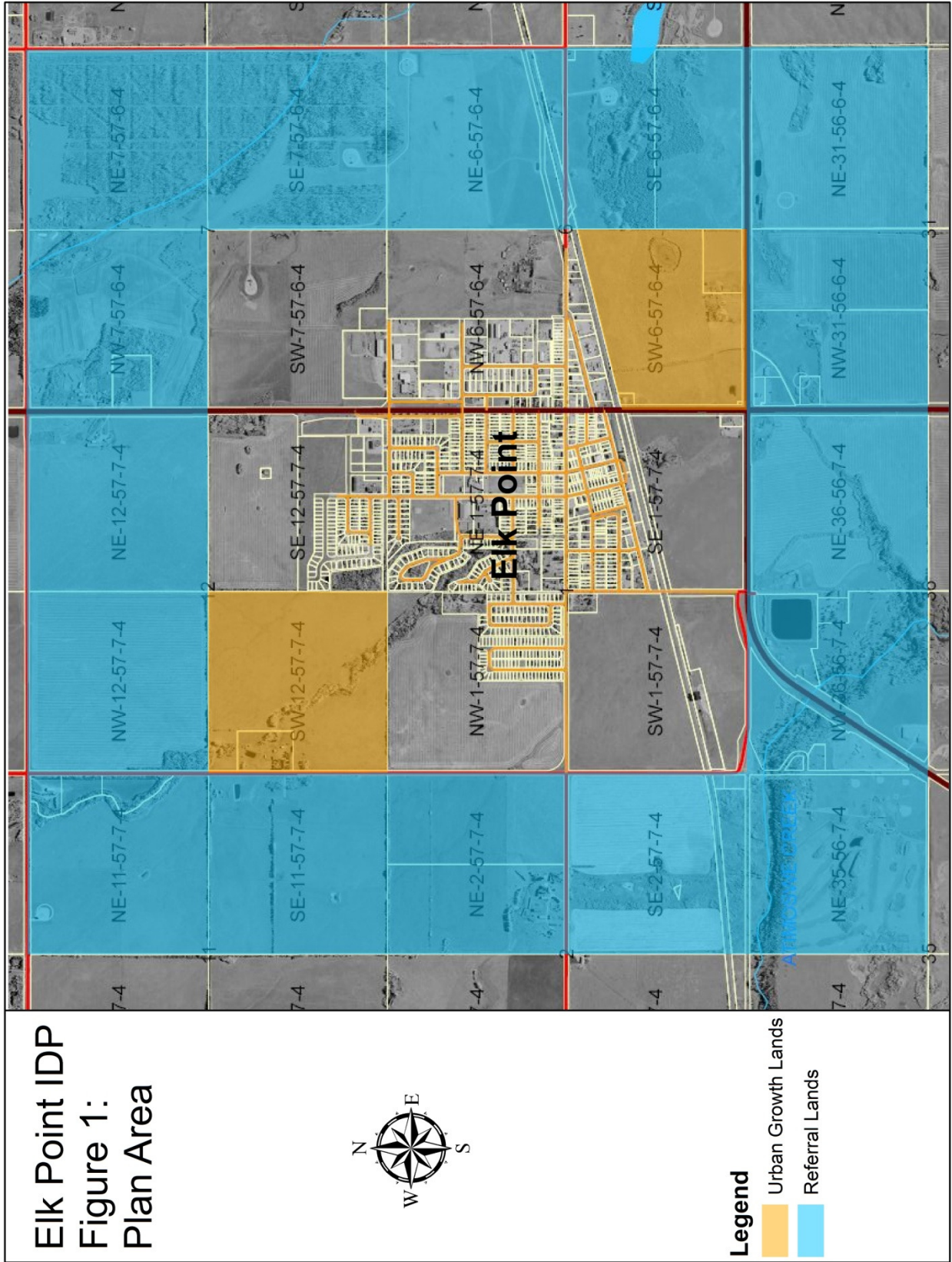
- e) Building rooflines must be clearly defined through a change in material, colour, or elevation change. Permitted ways to create this definition include creating a distinct colour band, a change in the direction of exterior siding, the addition of crenellations to break up a single level roof line, or variations in the building parapet elevation. The ideal ratio for defining the roofline is 8:1. For example, if the building height is 12'-0" the roofline should be 1'-6". The painting of the exterior siding is not permitted to define the roofline. Mono slope roof trusses are discouraged.
- f) Building signage and other on-site signage must comply with the approving municipality's Land Use Bylaw. Building signage (including business signs, usage signs and directional signs) must be integrated with the building façade.



### 5) Oil and Gas Installations

- a) While Section 618 of the Municipal Government Act exempts wells or batteries as defined by the Oil and Gas Conservation Act, or a pipeline or an installation or structure incidental to the operation of a pipeline, from complying with the Act, the Town and County will work with those oil and gas leaseholders to identify a wellsite development plan that is coordinated with the expected land use policies contained within the Gateway Entrance.





## **F. WATER AND WASTEWATER SERVICES**

- 1) The County agrees to require all developments in the Urban Growth Lands to be developed with water and wastewater services to the same standards as the Town. On an interim basis, developments within this area may be served via cistern and hauling (for water) and pump-out tanks (for wastewater), hauling to the Elk Point Wastewater Lagoon, until such time as water and wastewater transmission lines are extended to the area. Notwithstanding the above, internal water/wastewater distribution lines for all subdivisions shall be constructed at the time of subdivision.
- 2) For developments located within the Urban Growth Lands requiring or proposed to require water and wastewater services from the Town, the County will submit the relevant portions of the development agreement, including full details on the water and wastewater servicing standards and anticipated volumes, for the Town's approval.
- 3) For developments requiring water and wastewater services in the Urban Growth the Town and County agree to enter into a joint servicing and/or deferred servicing agreement for said services.
- 4) The Town, subject to available capacity, payment of the user fees and Alberta Environment approval, agrees to continue to accept, from County residents and developments, wastewater from holding tanks that complies with the standards set by the Town.

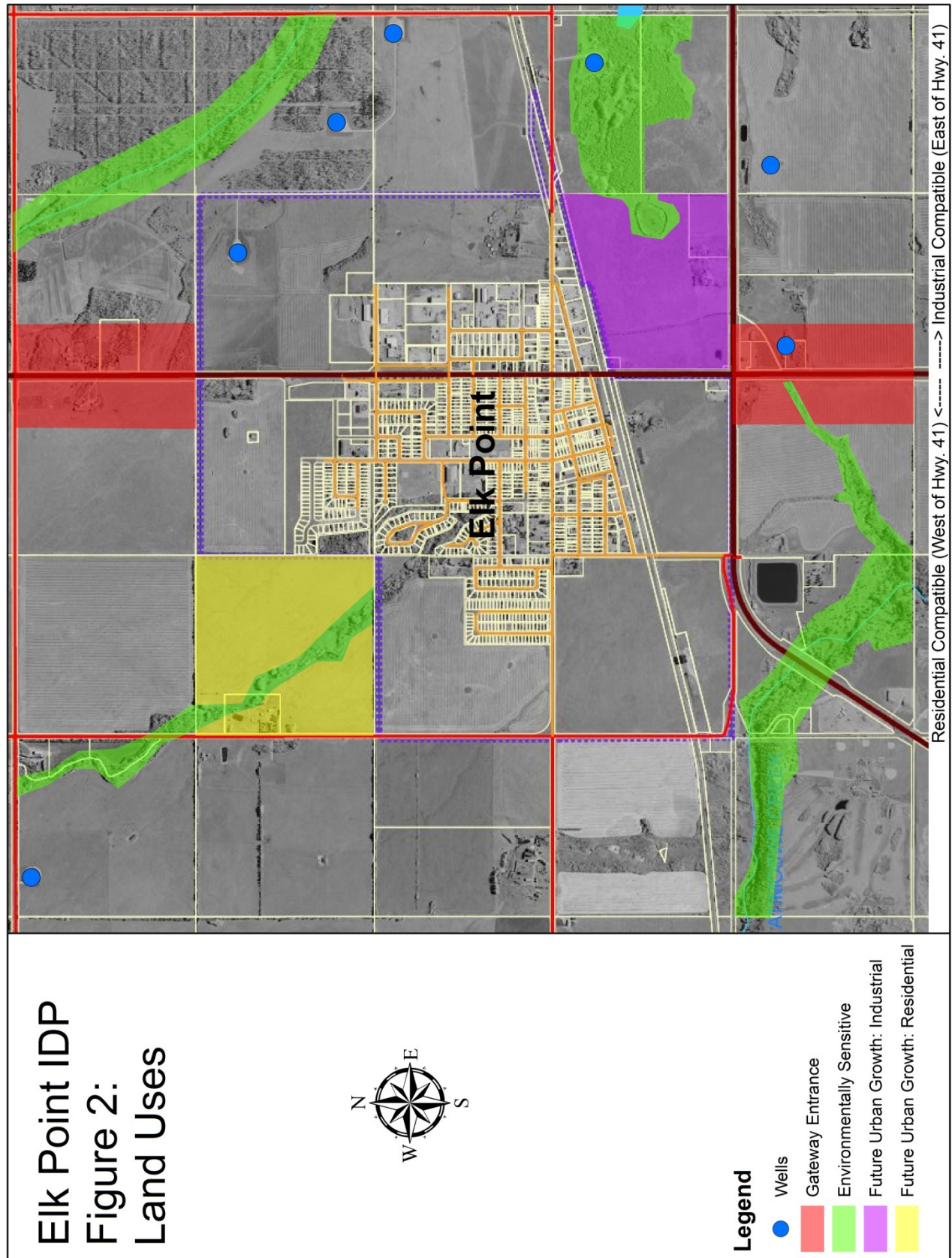
## **G. TRANSPORTATION SYSTEMS**

- 1) When subdivisions are approved in the Plan area, all right-of-way requirements will be secured to ensure that long-term transportation and road plans can be implemented when warranted.
- 2) As a condition of subdivision or development approval in the Urban Growth Lands, all internal roads within subdivisions shall be paved to the Town standards.

## **H. UTILITY CORRIDOR**

- 1) The Town and County acknowledge that the future development within the plan area is dependent on access to water and wastewater services, and the Town and County agree to work together to ensure the corridors for these services are protected.
- 2) The Town and County also acknowledge that the development of the oil and gas industry has played an integral part in the development of the region. The Town and County will work with the oil and gas industry to ensure that the orderly development of the Plan area is not unduly restricted by the development of oil and gas infrastructure, including pipelines.





## **I. PLAN ADMINISTRATION AND IMPLEMENTATION**

### **Adoption Process**

- 1) The Inter-municipal Development Plan shall be adopted by bylaw by the Town and the County in accordance with the Municipal Government Act.
- 2) The Town's adopting bylaw will specify that although the Town adopts the policies and objectives of the plan, the Town has no legal jurisdiction for lands in the Plan area which are outside of the boundaries of the Town.
- 3) Any amendments to the Municipal Development Plans and Land Use Bylaws of the Town and County required to implement the policies of the Inter-municipal Development Plan should occur simultaneously with the adoption of the plan.

### **Approving Authorities**

- 1) In the hierarchy of statutory plans, the Inter-municipal Development Plan shall take precedence over the other municipal statutory plans and documents.
- 2) The County shall be responsible for the administration and decisions on all statutory plans, land use bylaws, and amendments thereto.

### **Plan Amendments**

- 1) An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 2) An amendment to this Plan has no effect unless adopted by both municipalities by bylaw in accordance with the Municipal Government Act.

### **Establishment of the Inter-municipal Committee**

- 1) An Inter-municipal Committee consisting of one (1) Councilor and one (1) Staff member from each municipality will be established to provide the following duties:
  - a) Plan Review;
  - b) Plan Termination/Repeal; and
  - c) Dispute Resolution.

### **Plan Review**

- 1) The Plan will be formally reviewed by an Inter-municipal Committee once every three years, beginning in 2015 in order to confirm or recommend amendment of any particular policy contained herein. The Committee will prepare recommendations for consideration by the municipal councils.

### **Plan Termination/Repeal**

- 1) After ten years from the date of the final approval of the Inter-municipal Development Plan, either municipality may initiate the process to terminate/repeal the plan.
- 2) The following procedure to the repeal the Plan shall be followed:
  - a) The Town or County may give the other municipality written notice of its intention to repeal the plan.
  - b) Within thirty days of the written notice, an Inter-municipal Committee meeting shall be convened
  - c) Following the Inter-municipal Committee meeting, the municipality initiating the repeal procedure may either withdraw its intention to repeal the Plan by giving written notice to the other municipality or proceed to consider a bylaw in accordance with the Municipal Government Act to repeal the plan.
  - d) Once one municipality has passed a bylaw to repeal the Plan the other municipality shall also proceed to pass a bylaw repealing the plan.
  - e) In the event the Plan is repealed, the Town and County shall amend their Municipal Development Plans respectively to address the inter-municipal issues in accordance with the Municipal Government Act. Should these required amendments not satisfy the neighbouring municipality the matter may be appealed to the Municipal Government Board.
  - f) Should the Plan be repealed all other agreements relating to developments in the Plan Area will continue to be in force, unless otherwise stipulated in the agreements.

## **J. ANNEXATION**

- 1) The Town shall not pursue annexation of any land it cannot economically and reasonably service through a logical extension of municipal sanitary sewer and water systems.
- 2) Either municipality may put forward an annexation proposal or request. In the case of an annexation proposal by a landowner, the landowner shall simultaneously notify both municipalities in writing.
- 3) Where annexation is proposed by either municipality affected landowners shall be notified prior to the general public.
- 4) A request for annexation from a landowner shall not constitute the sole reason for annexation. Similarly, landowner opposition to annexation shall not constitute the sole reason to object to annexation.
- 5) Annexation proposals will be reviewed by the Inter-municipal Committee prior to submission to the respective Councils and the Municipal Government Board.
- 6) At least one joint meeting of the two Councils to discuss the rationale for the annexation shall be held prior to submission to the formal Notice of Intent to Annex to the Municipal Government Board.

- 7) In determining the appropriateness of an annexation proposal the following criteria, among others, shall be taken into account and documented in a supporting report:
  - a) Justifiable based on projected growth rates reflecting historic trends or anticipated economic stimulus;
  - b) Availability and cost of providing municipal services including consideration of economies of scale related to the financing of municipal service extensions;
  - c) Adequacy of transportation system and ability to expand to accommodate demands resulting from annexation including consideration of economies of scale related to the financing of transportation infrastructure;
  - d) Landowner interest in pursuing development and as high a degree of concurrence among affected landowners as possible;
  - e) Measures to mitigate the impacts of annexation relating to such aspects as change in taxation levels, service provisions and treatment of and continuation of existing, approved uses and development;
  - f) Consistency with adopted statutory plans;
  - g) Logical extension of jurisdictional boundaries including consideration of long term responsibilities for maintenance and service delivery and the establishment of rational planning units; and
  - h) The financial impact on both municipalities and any means of mitigating impacts.

### **K. DISPUTE RESOLUTION**

- 1) The Town and County agree that disputes relating to the Inter-municipal Development Plan shall be restricted to the following:
  - a) Lack of agreement on proposed amendments to the plan;
  - b) Lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the Plan area; or
  - c) Lack of agreement on an interpretation of this plan.
- 2) Lack of agreement pursuant to s. K(1)(a) or (b) is defined as a statutory plan, land use bylaw or amendment to either which is given first reading by a Council which the other Council deems to be inconsistent with the policies of this Plan or detrimental to their planning interests as a municipality.
- 3) A dispute shall be limited to the decisions on the matters listed in K(1). Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
- 4) The dispute resolution process may only be initiated by Town or County Councils.
- 5) Identification of a dispute and the desire to go through the dispute resolution process may occur at any time regarding an K(1)(c) dispute matter and may only occur within 30 calendar days of a decision made pursuant to K(2). Once either municipality has received written notice of a dispute, the dispute resolution process must be started within 15 calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.

- 6) In the event the dispute resolution process is initiated the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
- 7) In the event mediation does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

### **Dispute Resolution Process**

Stage 1 Administrative Review - The Chief Administrative Officers of both municipalities will meet in an attempt to resolve the issue first. Failing resolution, the dispute will then be referred to the Inter-municipal Committee. In the event a resolution is not achieved by the 30<sup>th</sup> day following the first meeting of the Chief Administrative Officer of both Municipalities, either municipality may refer the dispute to the Inter-municipal Committee.

Stage 2 Inter-municipal Committee Review – The Committee will convene to consider and attempt to resolve the dispute. Failing resolution, the dispute will then be referred to mediation. In the event a resolution is not achieved by the 30<sup>th</sup> day following the first meeting of the Inter-municipal Committee, either municipality may refer the dispute to the Mediation.

Stage 3 Mediation – The services of an independent mediator will be retained, with the mediator to present a written recommendation to both Councils. The costs of mediation shall be shared equally between the Town and County.

Stage 4 Municipal Government Board – In the event the mediation process does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

## **L. CORRESPONDENCE**

- 1) Written notice under this Plan shall be addressed as follows:
  - a) In the case of County of St. Paul No. 19 to:  
County of St. Paul No. 19  
c/o Chief Administrative Officer  
5015 – 49 Avenue, St. Paul, AB T0A 3A4
  - b) In the case of the Town of Elk Point to:  
Town of Elk Point  
c/o Chief Administrative Officer  
P.O. Box 448, Elk Point, AB T0A 1A0



## Schedule “A” – Light Industrial Residential District

### 1) General Purpose of District:

This land use district is generally intended to establish an area of; limited light industrial uses; and those commercial uses which provide service to industrial uses or which, as a result of their nature, are better suited in an industrial area, and with residential development. Any residential development is to be associated directly with, but secondary to a limited industrial development.

The uses in this Land Use district are not intended to cause any objectionable or dangerous conditions beyond the confines of the building in which they are located, and residential uses are to have adequate screening and amenity.

Storage areas must be screened from public view and the view of the residential uses on adjacent properties.

### 2) Permitted Uses, Discretionary Uses:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> <li>• Greenhouse or plant nursery.</li> <li>• Industrial warehouse.</li> <li>• Kennel.</li> <li>• Manufacturing, processing packaging or assembly of goods and materials.</li> <li>• Mini-storage with or without outside storage areas.</li> <li>• Oilfield support services.</li> <li>• One single detached dwelling or manufactured home used solely to accommodate a person or persons related as a family, or employee, whose official function is to provide surveillance, maintenance and/or security for a primary industrial development provided for in this land use district. The single family dwelling or manufactured home as defined herein shall clearly be a subordinate use of the parcel on which it is located.</li> <li>• Repair service establishment.</li> <li>• Truck and equipment storage/repair shops.</li> <li>• Trucking establishment.</li> <li>• Veterinary clinic.</li> <li>• Workshops for construction and building trades.</li> </ul>	<ul style="list-style-type: none"> <li>• Accessory use industrial office.</li> <li>• Accessory building.</li> <li>• Institutional and public use.</li> <li>• Public Utility buildings and installations.</li> <li>• Transportation service provider.</li> <li>• Those uses which in the opinion of the Development Authority are similar to the permitted or discretionary uses, and which conform to the general purpose and intent of this land use district.</li> </ul>

### 3) Residential Component Amenity:

- a) The Development Authority cannot approve a Residential Use of any type on a parcel until an active industrial use of the parcel including an industrial/commercial building of at least 150 m<sup>2</sup>, exists or is in the process of being developed on the property.
- b) The residential uses, where detached from the industrial use area, shall be sufficiently separated and screened from the industrial use on the same or adjacent parcel as may be deemed necessary by the Development Authority.
- c) Except as noted in 3(b) and 3(e) a minimum separation between the industrial/commercial structures and the residential structures shall be no less than 10 m.
- d) The residence may be placed in the front of the lot, if the Development Authority is satisfied adequate separation and screening is provided from adjacent industrial use or the adjacent industrial does not unduly detract from the amenity of the residence.
- e) The residence may be combined with a portion or all of this industrial use if the Development Authority is satisfied adequate amenity provisions for the residential use are provided.

### 4) Parcel Dimensions:

- a) Width - Shall be no less than 40 m except in the case of parcel located on curves or cul-de-sacs, which shall maintain a minimum frontage of 30 m with of width of 35 m at the front yard setback line.
- b) Depth - Shall be no less than 100 m.

### 5) Area:

- a) Minimum parcel area of 1.0 ha. Maximum parcel area of 4.0 ha.

### 6) Parcel Coverage:

- a) If there is a detached residential component:
  - i) Industrial/commercial component for all combined uses, parking, outside storage, driveways and buildings, the total parcel coverage shall not exceed 50% times the parcel area.
  - ii) The minimum residential component including all building, accessory structures, parking, landscaping and amenities related to the residence shall be 25% of the parcel.
  - iii) The area required for landscaping, screening, driveways, buffering, shall be 25% of the parcel area.
- b) If there is no detached residential component, for all combined uses, parking, outside storage, driveways and building, total parcel coverage shall not exceed 75% if the parcel area.

### 7) Minimum Setback Requirements:

- a) Front Yard:
  - i) Internal Local Road – 12.1 m from the boundary of the right-of-way,
  - ii) Grid Road – 24.4 m from the boundary of the right-of-way,



- iii) Major and Minor Two-Lane Highways – 70 m from the centre line or 40 m from the boundary of the right-of-way, whichever is greater.
- b) Minimum Required Side Yards – a minimum ten percent (10%) of mean parcel width or 12 m, whichever is the lesser, except in the case of a Corner Lot, where the minimum required side yard from the side line adjacent to the road or highway shall be as required for the front yard.
- c) Minimum Required Rear Yard – a minimum ten percent (10%) of mean parcel depth, or as determined by the Development Authority.

8) Building Height

- a) The maximum height of buildings shall be at the discretion of the Development Authority who shall consider the design, siting and screening of the proposed development in order to minimize any objectionable aspects or incompatibilities as a result of an increased height of a building or structure beyond what would normally be found in the land use district or adjacent land use districts; but, in no case shall the height of any building exceed 10.0 m above grade.

## Schedule “B” – Residential Small Holdings District

1) General Purpose of District:

To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which are connected or will ultimately be connected, to the municipal water and sewer system, and which are capable of re-subdivision into residential parcels roughly equivalent to those required in the R1 District.

2) Permitted Uses, Discretionary Uses:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"><li>• Accessory Building</li><li>• Dwellings, Single Detached</li><li>• Home Occupation</li><li>• Public Use</li></ul>	<ul style="list-style-type: none"><li>• Building Demolition</li><li>• Garden Suite</li><li>• Utility Building</li></ul>

3) Site Coverage:

- a) 10%.

4) Minimum Floor Area:

- a) 100 m<sup>2</sup>.

5) Parcel Area:

- a) Minimum parcel area of 0.2 ha and a maximum parcel area of 0.4 ha.

6) Minimum Setback Requirements:

- a) Front Yard – 10.0 m; Side Yard – 1.5 m; and Rear Yard – 15.0 m.

7) Building Height

- a) Maximum – 10.0 m.

8) Parking:

- a) A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.

9) Building Orientation:

- a) Notwithstanding the foregoing regulations, all buildings shall be oriented and located to facilitate re-subdivision into residential parcels, roughly equivalent to those required in the R1 District.



**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 APPOINTMENT OF WEED & PEST CONTROL INSPECTORS

#20120209006

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Agricultural Pests Act, Section 9 (1) indicates that "*Inspectors may be appointed by a local authority or by the Minister to carry out this Act and the regulations*". As the County has recently hired two individuals in the Agriculture Services Department, Administration requests Council's approval to appoint Keith Kornelson and Jack Vandenburg as inspectors of the Agricultural Pest Act for the County of St. Paul.

The Weed Control Act, Section 7 (1) indicates that "*A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the Municipality*". As per the above, Administration requests Council's approval to appoint Keith Kornelson and Jack Vandenburg as inspectors of the Weed Control Act for the County of St. Paul.

#### Recommendation

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That Keith Kornelson and Jack Vandenburg be appointed as inspectors of the Agricultural Pest Act for the County of St. Paul.

That Keith Kornelson and Jack Vandenburg be appointed as inspectors of the Weed Control Act for the County of St. Paul.

#### Additional Information

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**Originated By :** skitz

## Inspectors

**9(1)** Inspectors may be appointed by a local authority or by the Minister to carry out this Act and the regulations.

**(2)** An agricultural fieldman under the *Agricultural Service Board Act* is by virtue of that office an inspector under this Act.

1984 cA-8.1 s9

## Appointment of inspectors by local authority

**10(1)** The local authority of a municipality shall appoint a sufficient number of inspectors to carry out this Act and the regulations within the municipality.

**(2)** Two or more local authorities may

- (a) jointly appoint inspectors to act within the municipalities represented by the local authorities, and
- (b) enter into an agreement for the sharing of the costs of the inspectors appointed jointly.

1984 cA-8.1 s10

## Failure to appoint inspectors or properly enforce Act

**11(1)** The Minister may, if

- (a) a local authority does not appoint an inspector, or
- (b) in the opinion of the Minister, an inspector appointed by a local authority is not properly enforcing this Act,

after serving notice on the local authority, cause inspectors appointed by the Minister to carry out this Act and the regulations in a municipality.

**(2)** If an inspector appointed by the Minister is requested to carry out this Act and the regulations in a municipality

- (a) pursuant to subsection (1)(a), the inspector appointed by the Minister shall continue to act until the local authority appoints an inspector in accordance with section 10(1), or
- (b) pursuant to subsection (1)(b), the appointment by the local authority terminates and that local authority shall not make further appointments until the Minister serves notice on the local authority that the inspector appointed by the Minister is no longer acting.

**(3)** Salary paid and expenses incurred by the Crown under this section

**Spread of weeds prohibited**

**4(1)** Subject to the regulations, a person shall not use or move any thing that, if used or moved, might spread a noxious weed or prohibited noxious weed.

**(2)** Subsection (1) does not apply if the thing is used or moved in a manner directed by an inspector under section 13.

**Disposal and storage of weed seeds**

**5(1)** A person shall not deposit or permit to be deposited noxious weed seeds or prohibited noxious weed seeds where they might spread.

**(2)** A person shall store refuse that may contain noxious weed seeds or prohibited noxious weed seeds, including screenings from cleaning, sizing or grading seed, in a container that will prevent the scattering of the seeds.

**(3)** Subsection (2) does not apply if the refuse is disposed of in a manner directed by an inspector under section 13.

**Seed-cleaning facility**

**6(1)** A person shall not operate a seed-cleaning facility or provide a seed-cleaning facility for rent or lease

(a) unless the person is licensed under the regulations, and

(b) except in accordance with the terms of the licence.

**(2)** Despite subsection (1), a farmer may operate a seed-cleaning facility the farmer owns to process seed for the farmer's personal use.

**Part 2  
Inspectors**

**Municipal inspectors**

**7(1)** A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality.



## Issue Summary Report

### 9.22 ROAD CONSTRUCTION EASEMENTS

#20120208006

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Background

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

All are standards easements unless otherwise indicated.

#### **RGE RD 63 South of TWP RD 565, Project 1C122, 1 Mile**

East of NE 28-56-6-W4	Langden, Harold & Rita
East of SE 28-56-6-W4	Pinder, George & Loretta
West of NW 27-56-6-W4	Langden, Harold & Rita
West of SW 27-56-6-W4	Langden, Harold & Rita

#### **RGE RD 64 South of TWP RD 562, Project 2C112, 2 Miles**

West of W 1/2 of NW 4-56-6-W4	Lovell, Sheldon Gregory
West of SW 4-56-6-W4	Lovell, Sheldon Gregory
East of NE 5-56-6-W4	Kozicky, Calvin G.
East of SE 5-56-6-W4	Reimer, Gregory Allen & Esther *
East of NE 8-56-6-W4	Reimer, Gregory Allen & Esther *
East of SE 8-56-6-W4	Reimer, Gregory Allen & Esther *
West of NW 9-56-6-W4	Ewasiuk, Levina
West of SW 9-56-6-W4	Kozicky, Glen *

#### **RGE RD 95 South of TWP RD 600, Project 5C123, 2 Miles**

West of NW 29-59-9-W4	Frog Legs Farm *
West of PNW 29-59-9-W4	Dallaire, Roger *
West of SW 29-59-9-W4	Leroux, March & Michelle *
East of NE 30-59-9-W4	Michaud, Marc & Rae *
East of PSE 30-59-9-W4	Hitcherick, Barry & Carol
East of SE 30-59-9-W4	Hitcherick, Larry & Eve
East of NE 31-59-9-W4	Diamond H. Farms
East of PNE 31-59-9-W4	Mottus, Jack & Diane *
East of SE 31-59-9-W4	Langevin, Rolland
West of NW 32-59-9-W4	Gratton, Roger & Rachel



***Brushing Only*****RGE RD 105 South of TWP RD 584, Project 4C121, 2 Miles**

West of PNW 17-58-10-W4	David Ostapovich *
West of SW 17-58-10-W4	David Ostapovich *
East of NE 18-58-10-W4	Ostapovich, David *
East of PSE 18-58-10-W4	Poliakiwsky, Kory *
East of PSE 18-58-10-W4	Devlin, Leonard
East of NE 19-58-10-W4	Michaud, Michel & Blaine
East of S 1/2 SE 19-58-10-W4	Tkachyk, Edwin
East of N 1/2 SE 19-58-10-W4	Tkachyk, Edwin
West of NW 20-58-10-W4	Berlinguette, David & Lorie Lee Smith
West of SW 20-58-10-W4	Devlin, Leonard

**RGE RD 93 South of TWP RD 560, Project 3C122, 1 Mile**

East of S 1/2 NE 33-55-9-W4	Yuschyshyn, Darryl *
East of N 1/2 NE 33-55-9-W4	Sloan, Raymond & Julie *
S 1/2 of East of PSE 33-55-9-W4	Berezanski, Rose
N 1/2 of East of SE 33-55-9-W4	De La Salle, Real & Elisabeth
West of NW 34-55-9-W4	1088236 Alberta Ltd.
West of SW 34-55-9-W4	Onyschuk, Nick & Sonia
West of PSW 34-55-9-W4	Dakin, Leo & Vivian

**Land Purchase**

N 1/2 of East of SE 33-55-9-W4	De La Salle, Real & Elisabeth
S 1/2 of East of PSE 33-55-9-W4	Berezanski, Rose
West of PSW 34-55-9-W4	Onyschuk, Nick & Sonia

**RESOURCE GRANT PROJECT- Northern Valley Road****TWP RD 560 East of HWY 41, 5.5 Miles**

South of SE 2-56-6-W4	James & Sandi Capjack
South of SW 2-56-6-W4	Peter Pankiw
South of SW 3-56-6-W4	Sheldon Gregory Lovell
South of SE 3-56-6-W4	James & Sandi Capjack
South of SW 4-56-6-W4	Sheldon Gregory Lovell
South of PSE 4-56-6-W4	Sheldon Gregory Lovell
South of SW 5-56-6-W4	Reimer, Allen, Jean, Greg & Esther *
South of SE 5-56-6-W4	Reimer, Allen, Jean, Greg & Esther *
South of SW 6-56-6-W4	John & Clinton Maksymec
South of SE 6-56-6-W4	John & Clinton Maksymec
North of NW 31-55-6-W4	James & Sandi Capjack
North of NE 31-55-6-W4	Gregory & Andrea Reimer
North of NW 32-55-6-W4	Joseph Sakowski

North of NE 32-55-6-W4	Clifford & Sharil Baumgardner
East of NE 32-55-6-W4	Clifford & Sharil Baumgardner
North of NW 33-55-6-W4	Reimer, Allen, Jean, Greg & Esther *
North of NE 33-55-6-W4	William & Olga Seniuk
West of NW 33-55-6-W4	Reimer, Allen, Jean, Greg & Esther *
North of NW 34-55-6-W4	James & Sandi Capjack
North of NE 34-55-6-W4	Jerry & Elaine Kalynchuk
North of NW 35-55-6-W4	Efim & Efrocinia Konev
North of NE 35-55-6-W4	Peter Pankiw

**Land Purchase**

South of SE 2-56-6-W4	James & Sandi Capjack
South of SW 2-56-6-W4	Peter Pankiw
South of SW 3-56-6-W4	Sheldon Gregory Lovell
South of SE 3-56-6-W4	James & Sandi Capjack
South of PSE 4-56-6-W4	Sheldon Gregory Lovell
South of SW 4-56-6-W4	Sheldon Grevory Lovell
South of SE 5-56-6-W4	Reimer, Allen, Jean, Greg & Esther *
East of NE 32-55-6-W4	Reimer, Allen, Jean, Greg & Esther *
North of NE 32-55-6-W4	Clifford & Sharil Baumgardner
North of NW 33-55-6-W4	Reimer, Allen, Jean, Greg & Esther *
North of NE 33-55-6-W4	William & Olga Seniuk
West of NW 33-55-6-W4	Reimer, Allen, Jean, Greg & Esther *
North of NW 34-55-6-W4	James & Sandi Capjack
North of NE 34-55-6-W4	Jerry & Elaine Kalynchuk
North of NW 35-55-6-W4	Efim & Efocinia Konev
North of NE 35-55-6-W4	Peter Pankiw

**ASHMONT WATER LINE**

**RGE RD 112 South of TWP RD 594, 4 Miles**

West of PNW 2-59-11-W4	Capp, George & Mike Jr.
PSE 3-59-11-W4	Vivian & Laurier Lamothe - NO -
Through PSE 3-59-11-W4	Capp, George & Mike Jr.
East of NE 3-59-11-W4	Capp, George & Mike Jr.
East of SE 10-59-11-W4	Ostapovich, George & Russell
East of NE 10-59-11-W4	Capp, George & Mike Jr.
West of NW 11-59-11-W4	Staroskelski Cattle Inc.
West of SW 11-59-11-W4	Friel, Larry & Anna
West of NW 14-59-11-W4	Roeder, Elroy
West of PNW 14-59-11-W4	Roeder, Valerie
West of SW 14-59-11-W4	Hawryliw, Steven B. *
East of SE 15-59-11-W4	Roeder, Kevin & Natalie
East of NE 15-59-11-W4	Murray, Shane *
East of NE 22-59-11-W4	Starosielski Cattle Inc.

S 1/2 of East of SE 22-59-11-W4	Murray, Phillip
N 1/2 of East of SE 22-59-11-W4	Roeder, Elroy
East of PSE 22-59-11-W4	Roeder, Susan
West of NW 23-59-11-W4	Starosielski Cattle Inc.
West of SW 23-59-11-W4	Starosielski Cattle Inc
Through PSE 27-59-11-W4	Starosielski Cattle Inc.
Through PSE 27-59-11-W4	Marsh, Kenneth & Gladys
West & North of NW 34-58-11-W4	Starosielski Cattle Inc.

#### **Land Purchase**

West of NW 11-59-11-W4	Starosielski Cattle Inc.
West of NW 14-59-11-W4	Roeder, Elroy
West of PNW 14-59-11-W4	Roeder, Valerie
West of SW 14-59-11-W4	Hawryliw, Steven *
East of SE 15-59-11-W4	Roeder, Kevin & Natalie
East of NE 15-59-11-W4	Murray, Shane *
East of NE 22-59-11-W4	Starosielski Cattle Inc.
S 1/2 of East of SE 22-59-11-W4	Murray, Phillip
N 1/2 of East of SE 22-59-11-W4	Roeder, Elroy
East of PSE 22-59-11-W4	Roeder, Susan
East of NE 22-59-11-W4	Starosielski Cattle Inc.
West of NW 23-59-11-W4	Starosielski Cattle Inc.
West of SW 23-59-11-W4	Starosielski Cattle Inc.
West & North of NW 34-58-11-W4	Starosielski Cattle Inc.

### **Recommendation**

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Motion to approve the easements for road construction purposes.

### **Additional Information**

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**Originated By** : Idemoissac



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## Issue Summary Report

### 9.23 GARNIER LAKE ROAD ALLOWANCE

#20120208004

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

At the January Public Works Meeting, Council discussed the request from the Garnier Lake Grazing Association for the County to survey the road allowance located west of NW of 04 & SW 09 - 58 - 04 - W4, so they can brush it at their expense. The right of way would be used to move cattle from one quarter of land to another. There is an unregistered roadway through a quarter of land leased by the community pasture (located thru NE 05 - 58 - 04 - W4) which serves as an access to a deeded quarter (SE of 08 - 58 - 04 - W4). Council also discussed registering the road that goes through the Community pasture's quarter at the same time that the road allowance is being surveyed.

#### Recommendation

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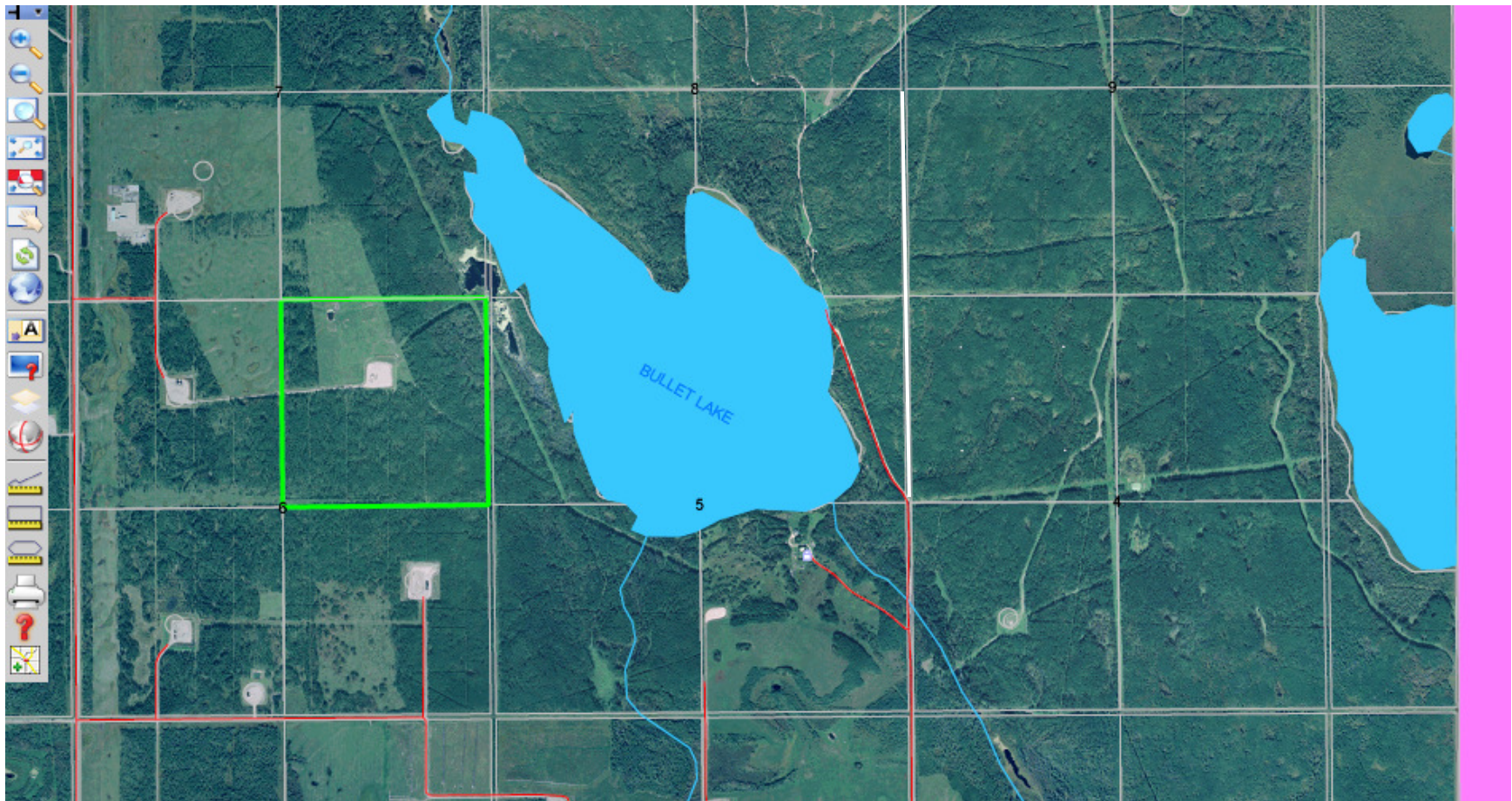
Motion that the County survey the road allowance (located W of NW 04 & SW 09 - 58 - 04 - W4) so the Garner Lake Grazing Association can brush the road allowance at their expense providing they agree to enter into a licence agreement for that road allowance. The County will register the road that goes through the Community pasture's quarter (NE 05 - 58 - 04 - W4) at the same time that the road allowance is being surveyed.

#### Additional Information

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**Originated By :** Idemoissac







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## Issue Summary Report

### 9.24 HIGHWAY WELCOME SIGNS

**#20120208005**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### **Background**

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At the January 24 Public Works Meeting, Council discussed the Highway Welcome Signs and the discussions with Alberta Transportation regarding permission to erect the signs along primary and secondary highways.

#### **Recommendation**

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Motion that administration send a letter to the Minister of Transportation requesting permission to erect the highway welcome signs along primary and secondary highways.

#### **Additional Information**

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**Originated By :** Idemoissac





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## Issue Summary Report

### 9.25 LAFOND SCHOOL PROPERTY

**#20120209009**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### **Background**

---

At the September 14, 2011 meeting, the school board passed a motion to sell the Lafond School site to the County of St. Paul for \$20,000 subject to the requirements of the disposition of property regulations.

#### **Recommendation**

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Motion to pay \$20,000 to St. Paul Education Regional Division No. 1 for Lot A, Block 2, Plan 4339KS to purchase their interest in the property.

#### **Additional Information**

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**Originated By :** pcorbiere



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## Issue Summary Report

### 9.26 FCSS POLICY

**#20120209001**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### **Background**

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The FCSS Department has been working on putting together FCSS policy. The attached policy document has been approved at the FCSS Board meeting. They are presenting it to County Council for review and approval.

#### **Recommendation**

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To approve the FCSS Policy as presented.

#### **Additional Information**

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**Originated By :** skitz

## COUNTY OF ST. PAUL #19

Policy Number

73  
~~FCS-57~~

Title

### Family Community Support Services

Page 1 of 5

Date Approved

#### FCSS PROGRAM OVERVIEW

##### **FCSS Mandate**

FCSS is an 80/20 funding partnership between Municipalities or Metis Settlements, and the Province, provided through the FCSS Act and Regulations. Under FCSS legislation, Communities “design and deliver social programs that are preventive in nature, provided at the earliest opportunity, to promote and enhance the well being among individuals, families, and communities”. FCSS is not intended to provide crisis intervention or rehabilitative services.

##### **Philosophy & Principle of Service Delivery**

FCSS programs depend on community resources often involving volunteers in the delivery of services. We work in partnership with other service providers in the community to try to prevent the need for crisis intervention or rehabilitative services.

The FCSS program provides funding but it's up to each Municipality to decide how to allocate the funding to best meet the needs and priorities of that community within the FCSS mandate.

##### **Mission Statement**

To provide our communities with a wide range of programs and services that are preventive in nature in order to enhance the social well being of individuals in our communities.

##### **Program Objectives and Goals**

That the service we offer provides the individuals with a sense of integrity, self worth and independence.

Community members adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and to deal with crisis situations should they arise.

### Program Definition

“Program” means an arrangement for the delivery of family and community support services that are of a preventive nature in accordance with an agreement entered into pursuant to section 3 of the FCSS act.

### **SERVICE REQUIREMENTS**

Services provided under a program **MUST:**

- be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and do one or more of the following:
- help people to develop independence, strengthen coping skills and become more resistant to crisis;
- help people to develop an awareness of social needs;
- help people to develop interpersonal and group skills which enhance constructive relationship among people;
- help people and communities to assume responsibility for decisions and actions which affect them;
- provide supports that help sustain people as active participants in their community.

Services provided under a program **MUST NOT:**

- provide primarily for the recreational needs or leisure time pursuits of individuals,
- offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
- be primarily rehabilitative in nature, or
- duplicate services that are ordinarily provided by a government or government agency.

Expenditures of the program **SHALL NOT INCLUDE:**

- the purchase of land or buildings,
- the construction or renovations of a building,
- the purchase of motor vehicles,
- any costs required to sustain an organization that do not relate to direct service delivery under the program,
- municipal property taxes and levies, or
- any payments to a member of a board of committee other than reimbursement of incidental expenses necessarily incurred in providing volunteer services to the program.

## **RESPONSIBILITY OF THE MUNICIPALITY**

In providing for the establishment, administration and operation of a program, a municipality must do all of the following:

- a) promote and facilitate the development of stronger communities;
- b) promote public participation in planning, delivering and governing the program and services provided under the program;
- c) promote and facilitate the involvement of volunteers;
- d) promote efficient and effective use of resources;
- e) promote and facilitate cooperation and coordination with allied service agencies operating within the municipality.

### **Accountability**

Each municipality participating in the FCSS program is expected to address accountability at the local level by finding ways to measure performance for their projects and services. The municipality has certain obligations under the conditional agreement regulations, and it is required to identify performance measures to address each of the concepts from the obligations.

The obligations and concepts (bolded) are:

- promote, encourage and facilitate the involvement of **volunteers**
- promote **efficient and effective use of resources**
- encourage and facilitate cooperation and coordination with other service agencies operating within the municipality
- Promote, encourage and facilitate the **development of stronger communities**
- Promote **citizen participation** in the planning, delivery and governance of the program and services provided under the program

The FCSS director will implement outcome measures on all applicable services provided within the municipality.

### **ADVISORY BOARD**

The Board holds a minimum of twelve meetings each year. The Chairperson may call special meetings.

#### **Decision Making and Voting**

Members are encouraged to listen to and consider other member's points of view as they work towards reaching a consensus. Every effort should be made to reach a decision that all can support. If consensus cannot be reached members will vote.

Each member (including the chairperson) is entitled to one vote.

#### **Role of the Chairperson**

Appointed for a three year term by the County Council.

In conjunction with the FCSS director plan monthly meetings, chair monthly meetings, appoint representatives or sub committees and call special meetings if required.

This person would also assume all the Board members roles and responsibilities.

#### **Role of Vice Chair**

Appointed for a one year term by the Board members.

This person shall assume the Chairperson's role in the absence of the chair.

This person would also assume all the Board members roles and responsibilities.

#### **Roles of Board Members**

Advisory Board shall have a total of 7 (seven) members.

Three of which are elected County Council

Four of which are members at large.

These members are appointed for a 3 year term.

#### **Responsibilities:**

- All appointed FCSS Board members will serve as a peoples' representative for the municipality as a whole
- Work with the FCSS director in order to meet the Communities needs as a whole.
- Represent the program with integrity, honesty and professionalism.
- Know what's happening in the Community and what services are lacking. Report back to the FCSS Director.



### Role of the FCSS Director


- Is a Municipal employee
- Responsible for managing the day to day operations of the FCSS program
- Has a good relationship with the provincial FCSS office and FCSS association
- Must be able to establish and maintain excellent working relationships with all Community partners and government organizations.
- Is the key person for the FCSS program, so must represent the program with integrity, honesty and professionalism
- Work with the Board to develop annual program budget
- Reports to the Board monthly on the activities and programs
- Responsible for hiring, supervising and firing FCSS staff in consultation with the CAO
- Reports to the CAO
- Aware of what's happening in the Communities, Regionally and Provincially, that might impact FCSS program delivery

### VOLUNTEERS

Volunteers are considered to be an integral part of the team, and we believe that volunteers are essential to the success of the County of St. Paul FCSS in working towards our vision. We treat our volunteers in a fair and equitable manner in order to recruit and retain qualified individuals who meet the needs of the Communities and the FCSS programs.

- We must have a written agreement with the organization, school or program from which the student volunteer originated.
- The minimum age for volunteering is sixteen (16).
- Criminal Record check will be obtained at the time of hiring.
- Child welfare inquiry check will be obtained at the time of hiring.

Approved by Council	Date
Amended	
Amended	
Amended	

*Approved by Board*  
*Jan 18/12*  


# **PROGRAM PROCEDURES**

## **Community Counselling**

Community Counselling is provided to low income families when all other resources have been explored and exhausted. The fee is determined according to your family size and net income.

The intent/purpose of FCSS Community Counselling is that the counselling be short term (eg. individual, family, group counselling, bereavement counselling and support groups).

The maximum number of hours is eight (8) in an individual life time.

This program is offered to the County of St. Paul residents only.

## **GRANT APPLICATION PROCESS FOR CSP (County of St. Paul) FCSS FUNDING**

The following information states the step by step procedure regarding the application process for the CSP FCSS funding.

- 1) Who must complete the Grant Application
  - Any program that is requesting more than \$500.00 must complete the letter of inquiry as well as the grant application.
- 2) Letter of Inquiry
  - This initial step is necessary as programs that the Board feels do not meet the basic eligibility criteria for FCSS funding can be saved the process of completing the extensive grant application.
- 3) Applicant reviews the Community Group Grant Application Guidelines document and if necessary, for new programs (defined as programs that did not receive FCSS funding the previous year) submits a letter of inquiry to the CSP FCSS Board.
- 4) Applicants that have received CSP FCSS funding in previous year for their program or have had their Letter of Inquiry approved by the Board can proceed with #5 below.
- 5) Complete and submit the Community Group Grant Application document to the Director, CSP FCSS to ensure that it has been completed as required.
- 6) The CSP FCSS Board reviews the grant application and approves, rejects, or modifies the funding amount requested or “tables” the application based on the need for additional information prior to making a decision.
- 7) The applicant is contacted with the Board’s decision and a letter is mailed to the applicant with the details associated with the approved, rejected, or modified grant amount.
- 8) The approval or modified grant amount is paid to the applicant through cheque or direct deposit in whole or as specified (eg. monthly, quarterly, etc.) by the Board.

9) Reporting Procedure

- All successful applicants are required to submit a year-end final report by the end of January; however, the Board can also request the reports are required on a more regular basis (eg. monthly, quarterly, etc.) throughout the year that the funding was approved for. The information provided in the year-end report is considered very important by the Board and can affect future grant applications from your organization. All reports are to be an update on the program that the funding was approved for, specifically summarizing the progress/accomplishments and financial status/ outcome of the program.
- Failure to submit the reports as required by the Board could result in delays regarding the approved grant amount payments or the termination of the grant between the applicant and CSP FCSS.

DRAFT



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## Issue Summary Report

### 9.27 STRATEGIC PLAN AMENDMENTS

#20120209004

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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Following the adoption of the 2012 Strategic Plan, it has been identified by the FCSS Department and Administration (following the Policy Committee Meeting) that some wording needed to be amended. Please find an amended copy attached with the noted wording changes in "Red".

#### Recommendation

---

That Council approve the amended 2012 Strategic Plan as presented.

#### Additional Information

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**Originated By :** skitz

# 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 9.27: 2012 Strategic Plan Amendment

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 9.27: 2012 Strategic Plan Amendment

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 9.27: 2012 Strategic Plan Amendment

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 9.27: 2012 Strategic Plan Amendment

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 <sup>th</sup> anniversary celebration	Sheila	May 2012	
LUB/MDP public consultation	Dennis/Krystle	Jun 2012	
Increase website content	Paulette	Jun 2012	
FCSS newsletter <b>to be published twice a year</b>	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	

## Appendix 1 for 9.27: 2012 Strategic Plan Amendment

Explore water to interested developments	Sheila	As requested	
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 (removed 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	Bryan	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	

## Appendix 1 for 9.27: 2012 Strategic Plan Amendment

14M grader	Leo	Jun 2012	
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	



## Appendix 1 for 9.27: 2012 Strategic Plan Amendment

Professional training for shop techs to keep up with current technology	Leo	Dec 2012	
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	
Procedure for dealing with ratepayer/resident's concerns and difficult issues (per policy ADM-10)	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	
Heavy Equipment Contracted Services Policy	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	
Promote an Elder Abuse Awareness	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	Janice	Dec 2012	

## Appendix 1 for 9.27: 2012 Strategic Plan Amendment

for needs assessment			
Have joint board meetings with the Town of St. Paul FCSS	Janice	Dec 2012	
Aid residents with income tax and seniors benefits	Janice	Dec 2012	



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## Issue Summary Report

### 9.28 WATER POLICY - PW75

#20120209007

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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Council has been working with Urban Systems to establish a Vision, Guiding Principles, and Water Policy for the County of St. Paul. Attached is the final Water Policy document developed by Urban Systems for Council's approval.

#### Recommendation

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That Council approve the Water Policy PW-75 as presented.

#### Additional Information

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**Originated By :** skitz

January  
2012



# County of St. Paul Water Policies



The water policies have been developed to assist Council and administration in making decisions related to water in the County of St. Paul, as well as illustrate to residents and industry what they might expect in relation to water in their County.

As part of their water policy creation process, St. Paul County Council has identified five guiding principles which are listed below.

- 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.

These guiding principles have been used to develop and organize the following objectives and water policies.

- 1) Balance the rural character of the County with regional vitality, orderly growth and diversified economic opportunities.

Objective: To ensure that sufficient water is provided in specific areas to support existing communities and strategic new development.

### Policy 1.1 Levels of Service

The drinking waterworks systems in the County are divided into two categories:

#### A) Pressurized Systems:

Include raw water source infrastructure, treatment facilities, transmission systems and pressurized distribution systems (reservoir, distribution pumps and pipeline networks). This type of system delivers pressurized water to the tap.

#### B) Non-Pressurized Systems:

Include raw water source infrastructures, treatment facilities, transmission system and distribution systems (pipeline networks and service connections). This type of systems delivers water to each user's cistern. The user is responsible for providing storage and pressure for their household usage.

The levels of service for these two systems are defined in the following table.



Table 1. Levels of Service

Service Delivery	Pressurized Systems	Non-Pressurized Systems
Water Quantity	<ol style="list-style-type: none"> <li>1) Under normal supply conditions, adequate drinking water will be supplied to meet the following needs:               <ol style="list-style-type: none"> <li>a) Indoor domestic</li> <li>b) Institutional</li> <li>c) Commercial and industrial</li> <li>d) Household irrigation</li> </ol> </li> <li>2) Under drought conditions, adequate water will be supplied for indoor domestic needs first. Excess capacity, when available, will be supplied to the remaining needs in the priority listed above.</li> <li>3) Adequate water is defined as sufficient water to meet the reasonable needs of each user class (as defined in the County's Engineering Design Standards). Water wastage by any user class will not be encouraged or supported.</li> <li>4) Water will be supplied at appropriate pressures (as defined in the County's Engineering Design Standards) for the above uses at their tap.</li> </ol>	<ol style="list-style-type: none"> <li>1) Under normal supply conditions, adequate drinking water will be supplied to meet the following needs:               <ol style="list-style-type: none"> <li>a) Indoor domestic</li> <li>b) Institutional</li> <li>c) Commercial and industrial</li> <li>d) Household irrigation</li> </ol> </li> <li>2) Under drought conditions, adequate water will be supplied for indoor domestic needs first. Excess capacity, when available, will be supplied to the remaining needs in the priority listed above.</li> <li>3) Adequate water is defined as sufficient water to meet the reasonable needs of each user class (as defined in the County's Engineering Design Standards). Water wastage by any user class will not be encouraged or supported.</li> <li>4) Water will be supplied at atmospheric pressure for the above uses at the user's connection point.</li> </ol>

Fire Protection	<ol style="list-style-type: none"> <li>1) The level of fire protection (fire flows and storage) will be established with consideration of the Fire Underwriters Survey (FUS) as published by the Insurance Advisory Organization, Alberta Environment's Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems, and in consultation with the local fire department.</li> <li>2) For existing systems, where the level of fire protection is not able to comply with the FUS recommendations, the County will ensure that customers are aware of the level of service that is being delivered.</li> <li>3) For existing systems that do not have adequate water flows for fire protection, alternatives such as foam-based fire trucks and building sprinklers should be reviewed.</li> </ol>	No fire flow is provided
System Reliability	<ol style="list-style-type: none"> <li>1) The County will deliver the peak hourly demand to the users as defined in the County's Engineering Design Standards.</li> <li>2) All systems will be designed and operated to account for predictable failure events with minimal interruption to water service delivery.</li> <li>3) Health-based treatment systems will be equipped with generator back-up power.</li> <li>4) Where systems are designed without adequate reservoir storage, the County will consider providing back-up power for source supply equipment, subject to engineering review, risk analysis and cost/benefit analysis.</li> </ol>	<ol style="list-style-type: none"> <li>1) The County will deliver the maximum day demand to the users of as defined in the County's Engineering Design Standards.</li> <li>2) As there is no storage available for emergency purposes, the risk of supply interruption is higher for the Non-Pressurized Systems. In case of failure events, the County will work with the users to minimize the impact of the supply interruptions in the timely manner.</li> <li>3) Health-based treatment systems will be equipped with generator back-up power.</li> </ol>

### Policy 1.2 Water Quality Aesthetics – Raw Water Source:

The County of St. Paul will endeavor to provide all customers of water utilities with drinking water that meets the aesthetic objectives identified in the *Guidelines for Canadian Drinking Water Quality*. However, the County of St. Paul recognises that the source and the quality of raw water have significant impact on the treatment process, associates costs and consequently the possibility of meeting those objectives. Where the objectives can be met in a cost-effective manner, they will be pursued by the County and costs shared equitably amongst benefitting utility customers. In other instances where meeting the objectives would be infeasible from a cost perspective and result in excessive cost burdens on impacted utility customers, they will not be pursued by the utility in a collective manner, although individual customers may wish to install their own treatment systems within their premises.

### Policy 1.3 Sizing Water Infrastructure:

The County of St. Paul will develop the Engineering Design Standards that provide design parameters to size the water infrastructure. The County's Engineering Design Standards will meet the performance levels contained in the Alberta Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage System.

### Policy 1.4 Type of Use

The County of St. Paul will consider providing drinking water to all types of users (commercial, industrial, and residential). Priority will be given to water that is required for human consumption.

### Policy 1.5 Coordinating Land Use Planning

The County of St. Paul recognises the strong link between potable water service and development pressure. In order to ensure that the provision of potable water supports the overall vision of the County, any relevant economic development strategy, regional plan, Municipal Development Plan and Land Use Bylaw regulations will be considered during water infrastructure planning. Further, these documents will be updated as needed to ensure co-ordination between land-use planning regulations and policies with water service delivery objectives.

### Policy 1.6 Keeping Policies and Practices Up-to-Date

The County of St. Paul will review its policies and practices every five years to ensure that its approach to water service provision is effective and that it reflects current applicable best practices for water resource management, provincial/federal legislation and policies, environmental conditions, economic conditions, public expectations, and land uses.

2) Promote environmental stewardship and conservation of natural resources.

Objective: To protect the quantity and quality of the County's water for current and future generations.

A) Water Quantity:

Policy 2.1 Water Usage

The County of St. Paul will implement Demand Management Plans to reduce the overall water usage in the County over time.

Policy 2.2 Metering

The County of St. Paul will require meters on all new and existing development that is connected to municipal waterworks systems.

Policy 2.3 Encouraging Conservation

The County of St. Paul will use a variety of tools to encourage water conservation such as water rate structure, public education programs, increasing enforcement on demand management plans, monitoring and data collection, water re-use programs and others.

Policy 2.4 Minimizing Water losses

The County of St. Paul will implement monitoring tools and preventive measures in both design and operations of their waterworks systems to reduce the overall water losses in all aspects of the waterworks systems (treatment process, transmission system, distribution pipelines and reservoirs, etc.).

B) Water Quality:

Policy 2.5 Complying with Legislation

The County of St. Paul will ensure compliance with Alberta Environment's source-to-tap, multi-barrier approach for Drinking Water (as referred to in Policy 4.2).

Policy 2.6 Managing Water Resources Regionally and Holistically

The County of St. Paul will manage its water resources and protect its water sources by taking a regional approach that views water holistically (i.e., considers a comprehensive set of values associated with water such as environmental, social and economic).

C) Energy and Power:

## Policy 2.7 Energy Efficiency

The County of St. Paul will implement methods that ensure efficient use of energy in both the design and operations of their waterworks systems.

## 3) Foster innovation and research to improve the community.

Objective: To support vibrant communities by considering and implementing (where appropriate) innovative water service provision.

## Policy 3.1 Innovative Approaches

The County of St. Paul will consider innovative approaches to achieve continuous improvement and pursue better solutions for delivery of safe drinking water, in all the dimensions of waterworks system (planning, water re-use, conservation methods, supply, treatment, distribution, materials, etc.), subject to engineering review and acceptance.

## 4) Seek collaborative approaches for effective service delivery and quality of life improvement.

Objective: To support vibrant communities and quality of life by embracing collaborative approaches to water resources.

## Policy 4.1 Recognise the Link between Drinking Water Quality and Quality of Life

The County of St. Paul recognises the strong and direct relationship between a safe and reliable supply of potable water in a community, and that community's quality of life. This recognition is also embedded within the Government of Alberta's Water for Life strategy.

## Policy 4.2 Drinking Water Quality Standards

All water systems owned and operated by the County of St. Paul will supply water that meets the Government of Alberta's *Environmental Protection and Enhancement Act*, and *Public Health Act*, as well as the *Guidelines for Canadian Drinking Water Quality*. In instances where these standards are not being met, or where the standards evolve, the County of St. Paul will plan and implement improvements designed to achieve the standards.

### Policy 4.3 Collaborate with the Government of Alberta to Achieve Drinking Water Quality Standards

The County of St. Paul will work closely with the Government of Alberta on many dimensions of drinking water quality standards – understanding their origin, content and importance, communicating this to others in the County and region, monitoring and reporting current conditions, planning and designing any required infrastructure improvements, and funding this infrastructure.

### Policy 4.4 Collaborate with other Communities in the County and the Region, and others (Private Partners)

The County of St. Paul will work together with other communities within the County and the region, as well as private partners to deliver safe and affordable drinking water to its residents.

### Policy 4.5 Watershed Planning

The County of St. Paul recognises that planning for the geographically-extensive watershed, from which it sources its water supplies, extends beyond its reach; yet it holds a greater degree of influence within a portion of that watershed. In order to merge these two considerations, the County of St. Paul will collaborate with Alberta Environment and its Watershed Advisory and Planning Council (North Saskatchewan Watershed Alliance) in watershed planning endeavours relating to surface water and groundwater supplies.

### Policy 4.6 Engaging Water Users

The County of St. Paul will effectively engage their water users to ensure they are kept up-to-date regarding initiatives (e.g., current water quality conditions, evolving regulations, infrastructure upgrades, fees and charges to users) related to water service provision and have the opportunity to provide local input into water-related decisions.

### Policy 4.7 Emergency Response

The County of St. Paul will work with Alberta Environment to implement the necessary steps in case of unpredictable and uncontrolled situations that may compromise the delivery of safe secure drinking water to residents. These steps include:

- Boil Water Advisory
- Water usage Advisory

The County of St. Paul will ensure effective communication during the incident and the successful resolution to address the incident.



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

Objective: To provide affordable and reliable drinking water services.

### Policy 5.1 Recognise the Link between Water Demand and Quality and Operating Cost

The County of St. Paul recognises that there is a direct link between water demands and operating costs. Therefore, the policies set out in Section 2 of this document are viewed as fundamental to achieving operating cost reductions.

### Policy 5.2 Ensure Efficient Water Treatment and Conveyance Systems

Water treatment can be an operations - intensive process in terms of staff time and resource inputs (energy, chemicals), and therefore costly. This is also true of conveyance systems (particularly pumping facilities). Careful attention will be paid during design of any new works to their operation requirements and costs, and these considerations balanced with capital costs of new infrastructure.

### Policy 5.3 Operating Model

The County of St. Paul will explore different operating models to achieve cost reductions and efficiency. These models can include operation by County, operation by private sector firm(s), and through partnerships with other municipalities.

### Policy 5.4 Cost/Benefit Analysis

The County of St. Paul will consider life cycle cost/benefit analysis when making decisions related to water projects.

### Policy 5.5 The “User-Pay Principle”

The County of St. Paul will adopt an equitable approach based on the “user-pay principle” for recovering costs associated with drinking water service provision. The County will review each application on a case-by-case basis, considering both costs and benefits to all parties involved.

### Policy 5.6 Financial Sufficiency and Certainty

The County will take proactive measures to ensure sufficient funding is available to provide the desired level of water services for current and future generations. Implementation steps may include:

- developing an asset management plan
- limiting dependence on grant funding
- establishing rates based on full cost recovery
- limiting borrowing to capital projects (not operations and maintenance)
- establishing a reserve fund for long-term capital replacement



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## Issue Summary Report

### 9.29 ELK POINT FIRE BUDGET

#20120209010

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

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The Elk Point Fire Committee reviewed and approved the Elk Point Fire Department 2012 Budget at their meeting of Dec 1, 2011. Following the meeting County Administration reviewed the budget noting that the expenses pertaining to the County of St. Paul were not properly reflected in the Revenue shown in the budget. Therefore the Town of Elk Point has made some minor revisions to ensure that these numbers are correctly shown. The resulting expense that is required for the County to budget is \$73,950. It is noted that this amount does not include any capital expenses but is similar to operational expenses in 2011 for this department. In discussions with the CAO of Elk Point capital expenditures for the Elk Point Fire Department will included a cement apron to the building. He is estimating County contribution of \$20,000. Capital expenditures will be presented during budget.

#### Recommendation

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That County Council approved the Elk Point Fire Budget as presented.

#### Additional Information

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**Originated By :** skitz



**TOWN OF ELK POINT**  
**REVENUE & EXPENSES - FIRE DEPARTMENT**  
**DECEMBER 31, 2011 (YEAREND)**  
**2012 BUDGET**

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GL Number	Description	2011 YTD Actual	2011 Budget	2012 Budget
<b>23 FIRE DEPARTMENT REVENUE</b>				
1-23-410	SALE OF MATERIALS & SUPPLIES	(2,366.49)	0.00	(2,500.00)
1-23-560	INDIVIDUAL CALLS, TOWN&COUNTY	0.00	(40,000.00)	(55,000.00)
1-23-562	COUNTY RENT FOR FIRE HALL	0.00	0.00	0.00
1-23-563	JAWS OF LIFE	(1,000.00)	0.00	(500.00)
1-23-564	TOWN TRUCK - BASIC	0.00	0.00	0.00
1-23-565	RESCUE VAN - BASIC	(36,150.00)	(20,000.00)	(20,000.00)
1-23-566	RESCUE VAN - KM/EXPENSES	(6,521.66)	(2,500.00)	(2,500.00)
1-23-567	TOWN TRUCK - KM/EXPENSES	0.00	0.00	0.00
1-23-568	RESCUE VAN - WAGES (HIGHWAY CLAIMS	(4,908.34)	0.00	0.00
1-23-569	TOWN TRUCK - WAGES	0.00	0.00	0.00
1-23-590	OTHER REVENUE	(560.00)	0.00	0.00
1-23-591	COUNTY ADMIN. FEE FIRE CALLS	(6,800.00)	0.00	0.00
1-23-592	COUNTY MONTHLY ADMIN. FEE	(6,000.00)	(6,000.00)	(6,000.00)
1-23-750	COUNTY FIRE CLAIM - WAGES	(23,231.66)	(25,000.00)	(20,000.00)
1-23-751	COUNTY TRUCK - FUEL, PARTS,ETC.	(11,359.84)	(28,000.00)	(13,500.00)*
1-23-752	COUNTY 50% - FIREHALL,EQUIP,ETC.	(26,375.06)	(43,200.00)	(34,450.00)
1-23-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
<b>*</b>	<b>TOTAL FIRE DEPARTMENT REVENUE</b>	<b>(125,273.05)</b>	<b>(164,700.00)</b>	<b>(154,450.00)</b>
<b>23 FIRE DEPARTMENT EXPENSES</b>				
2-23-110	SALARIES	8,822.33	8,900.00	9,200.00
2-23-130	EMPLOYER CONTRIBUTIONS	2,554.32	2,200.00	2,300.00
2-23-140	TRAINING AND DEVELOPMENT 50/50	6,133.33	15,000.00	15,000.00
2-23-154	FIREMEN WAGES TOWN CALLS	4,800.00	15,000.00	10,000.00
2-23-155	FIREMEN WAGES(COUNTY & OTHER)	26,800.00	35,000.00	35,000.00
2-23-210	TRAVEL & SUBSISTENCE 50/50	0.00	1,000.00	1,000.00
2-23-215	FRT,PHONE,FAX,POSTAGE 50/50	6,292.57	6,000.00	6,000.00
2-23-220	ADS,PRINT,MEMBERSHIP FEE 50/50	150.00	1,000.00	1,000.00
2-23-230	PROF. & SPECIAL SERVICES 50/50	5,369.62	4,000.00	6,000.00
2-23-250	REPAIRS/MAINT.-FIREHALL 50/50	2,077.12	2,000.00	1,000.00
2-23-251	REPAIR & MAINTENANCE-TOWN TRUCK	2,219.78	2,000.00	1,000.00
2-23-252	REPAIR&MAINTENANCE-COUNTY TRUCK	5,798.14	5,000.00	3,000.00*
2-23-253	REPAIR&MAINTENANCE-RESCUE VAN	3,884.04	2,000.00	2,000.00
2-23-254	HIRED SERVICES - TOWN FIRES	0.00	500.00	500.00
2-23-255	REPAIR&MAINT.-COUNTY EQUIP.,BOAT	0.00	500.00	500.00*
2-23-256	HIRED SERVICES - HWY/COUNTY FIRE CA	560.00	0.00	1,000.00*
2-23-257	AMBULANCE STAND BY HWYS 50/50	0.00	0.00	0.00
2-23-258	AMBULANCE STAND BY TOWN	0.00	0.00	0.00
2-23-259	AMBULANCE STAND BY COUNTY	0.00	0.00	0.00
2-23-270	LICENCES & PERMITS 50/50	389.00	500.00	500.00
2-23-271	RESCUE VAN \$300 JAWS OF LIFE \$200	0.00	0.00	0.00
2-23-272	RESCUE VAN TERM INTEREST	0.00	0.00	0.00
2-23-274	INSURANCE 50/50	3,860.09	4,400.00	4,400.00
2-23-275	INSURANCE TOWN TRUCK	306.00	300.00	300.00
2-23-276	INSURANCE RESCUE VAN	724.00	300.00	700.00
2-23-290	SOCIAL EVENTS 50/50	1,000.00	1,000.00	1,000.00
2-23-510	GENERAL GOODS & SUPPLIES 50/50	5,693.33	5,000.00	3,500.00
2-23-511	CLOTHING,BOOTS,GLOVES 50/50	7,066.65	7,500.00	7,500.00
2-23-520	EQUIP/FURNISHINGS FIREHALL 50/50	1,265.57	3,000.00	3,000.00
2-23-521	VEHICLE SUPPLIES - TOWN TRUCK	668.51	2,000.00	1,000.00
2-23-522	VEHICLE SUPPLIES - COUNTY TRUCK	5,011.59	8,000.00	6,000.00*
2-23-523	VEHICLE SUPPLIES - RESCUE VAN	2,079.79	4,000.00	3,000.00
2-23-524	EQUIP. SUPPLIES COUNTY EQUIP.	2,449.64	1,500.00	3,000.00*



**TOWN OF ELK POINT**  
**REVENUE & EXPENSES - FIRE DEPARTMENT**  
**DECEMBER 31, 2011 (YEAREND)**  
**2012 BUDGET**

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GL Number	Description	2011 YTD Actual	2011 Budget	2012 Budget
2-23-530	SUPPLIES,HARDWARE,ETC. 50/50	615.80	6,000.00	2,000.00
2-23-540	GAS & POWER 50/50	12,837.05	15,000.00	15,000.00
2-23-580	TRAINING MATERIALS 50/50	0.00	2,000.00	2,000.00
2-23-702	BUILDING ANNUAL AMORTIZATION	0.00	17,200.00	17,200.00
2-23-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	9,000.00	9,000.00
2-23-705	VEHICLE ANNUAL AMORTIZATION	0.00	15,000.00	15,000.00
2-23-920	UNCOLLECTIBLE ACCOUNTS	0.00	0.00	0.00
<b>*</b>	<b>TOTAL FIRE DEPARTMENT EXPENSES</b>	<b>119,428.27</b>	<b>201,800.00</b>	<b>188,600.00</b>
<b>**</b>	<b>TOTAL FIRE DEPARTMENT</b>	<b>(5,844.78)</b>	<b>37,100.00</b>	<b>34,150.00</b>



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## Issue Summary Report

### 9.30 INTERNET ACCESS FOR UNSERVICED AREAS OF THE COUNTY#20120209013

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Background

---

The AAMDC and AUMA recently published a document called "Connecting the Dots". This report outlined the areas of the Province that still do not have internet access. As a result of that study, Alberta Agriculture and Rural Development has announced a funding program "The Final Mile Rural Community Program". This program is available to municipalities to assist in getting rural broadband coverage to currently unserved areas. The County has received a letter from MCSNet an Internet Service Provider in our area who is interested in providing broadband services to the area of the County of St. Paul that is currently not serviced. This grant program is funded 75% by the Province with the balance to be funded by the municipality. MCSNet has indicated that they are willing to pick up the 25% cost that is not funded by the Province if the municipality is willing to apply for the grant. Grant application must be in by March 31, 2012 in order to be considered.

#### Recommendation

---

That Council make an application under the Final Mile Rural Community Program in partnership with MCSNet to construct infrastructure necessary to provide internet service to those areas of the County currently not serviced.

#### Additional Information

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**Originated By :** skitz



## Final Mile Rural Community Program Application Form

### Applicant Information

\_\_\_\_\_  
Name of organization (full incorporated/legal name)

\_\_\_\_\_  
Incorporation or registration number

\_\_\_\_\_  
P.O. Box

\_\_\_\_\_  
Street address

\_\_\_\_\_  
Town or Village

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Key contact person and title

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Applicant's website

*Notice of Collection:*

*The personal information you provide on this form will be used for administration of this application under the Final Mile Rural Community Program. Your information is collected under the authority of and subject to the Freedom of Information and Protection of Privacy Act.*

### Project Information

Project Name: \_\_\_\_\_

Description (include the identification of the areas/locations that the project intends to provide access to high-speed internet).

\_\_\_\_\_  
Total estimated project costs (\$)

\_\_\_\_\_  
Total estimated grant request (\$)

\_\_\_\_\_  
Anticipated project start date (mm/dd/yy)

\_\_\_\_\_  
Anticipated project end date (mm/dd/yy)

### Applicant Declaration

To the best of my knowledge, I declare that the information contained in this application (including the project proposal) is true and accurate. I am an authorized representative according to our bylaws with the signing authority to submit this application.

\_\_\_\_\_  
Signature of authorized representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Date

**Submit your application to:** Alberta Agriculture and Rural Development  
Rural Development Division  
#106, J.G. O'Donoghue Building  
7000 – 113 Street, Edmonton, AB T6H 5T6  
Tel 780-427-2409 Fax 780-427-4227  
Email: rural@gov.ab.ca



P.O. Box 98, 4810 – 50 Ave., St. Paul, AB T0A 3A0  
TEL: (780) 645-4417 FAX: (780) 645-5745  
Toll Free: 866-390-3928  
[www.mcsnet.ca](http://www.mcsnet.ca)

February 2, 2012

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

ATTENTION: Sheila Kitz, Chief Administrative Officer

MCSNet is Alberta's largest fixed Wireless Internet Service Provider with over 15,000 customers and an infrastructure of over 400 towers spanning Northern Alberta and Western Saskatchewan.

MCSNet's success as a WISP is largely due to its unique model and approach to providing broadband services in Alberta. From the outset, MCSNet envisioned constant growth in demand for bandwidth and has invariably kept the future in mind when expanding its services and infrastructure.

MCSNet's model is the only viable solution for providing broadband services in rural communities. MCSNet keeps its end users as the key to its vision, which is to provide the best possible service and customer experience.

MCSNet is indubitably the only ISP that invests in large amounts of infrastructure to ensure the highest percentage of the rural market is reached. MCSNet achieves exceptional coverage by expanding its infrastructure to wherever there is a demand for broadband service.

The Government of Alberta has just announced a 5 million dollar funding program available to municipalities across Alberta who is interested in partnering with ISPs to provide rural broadband services. The funding program will cover 75% of infrastructure costs and leaving a shortfall of 25%. MCSNet proposes to fund the 25% shortfall with all municipalities interested in partnership of providing broadband services to their rural ratepayers. That is right; NO costs for the municipality to have their residents and businesses connected to high speed internet services. A large part of MCSNet's success over the years is a result of its public and private partnerships established with such municipalities as Strathcona County, Athabasca County, County of Lac La Biche, Lamont County, Beaver County etc.

We are enclosing a copy of the grant application form and ask that you take time to review the funding program at the following website: <http://www.aamdc.com/member-bulletins-public/528-aamdc-connects-the-dots-study-released-and-the-provincial-broadband-funding-announcement->

As time is of essence, we need to know as soon as possible if your municipality is interested in partnering with MCSNet to provide this much needed service to your unserved and underserved areas. MCSNet will need to work closely with your staff to help establish these unserved and underserved areas. We have all the necessary software and technical support staff to properly evaluate the approximate locations of where towers will need to be installed in order to provide the best possible coverage and service.

MCSNet provides its own tower construction crews and equipment that are able to erect a range of towers varying from smaller 50' foot towers, up to 400' guyed towers. MCSNet is the only ISP able to take on these types of projects from start to finish. MCSNet is the most competitively priced WISP in Alberta, offering its customers the best value for their investment.

MCSNet offers value added services such as VOIP telephone service with local numbers available to over 50% of its present network, while adding local numbers for other areas within our network on a continuous basis.

MCSNet is committed to partnering with municipalities and other organizations in order to provide broadband services throughout Alberta.  
In closing, MCSNet is prepared to meet with as many interested parties as possible to make this government initiated project a reality for Alberta Municipalities.

Looking forward to hearing from you at your earliest convenience, I remain

Yours truly,



Leo VanBrabant - CEO  
1-866-390-3928 Ext. 240

### ***Final Mile Rural Community Program***

#### **Guidelines and Criteria**

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##### **Objective**

The *Final Mile Rural Community Program* consists of a \$5 million initiative to fund projects that enable high-speed Internet access to unserved locations in rural Alberta.

##### **Program Description and Eligible Activities**

This funding program is part of the Government of Alberta's Final Mile Rural Connectivity Initiative to extend high-speed Internet connectivity to the vast majority of Albertans.

The program will consider projects that deliver high-speed Internet connectivity to unserved locations in rural communities in Alberta. Unserved locations are areas that include Alberta households that do not have access to high-speed Internet service at a minimum speed of 1.5 Mbps download.

Eligible projects must align with the Government of Alberta's priorities and mandate, and ensure fair and equitable treatment among stakeholders. In addition, project applicants must outline the outcomes, benefits, and impacts of their project on Albertans, their rural community and local businesses. Specifically this should outline the number of unserved households that will have access to high-speed internet in the rural community, as defined, as a result of this project.

Service Alberta, Agriculture and Rural Development, AAMDC, and AUMA completed a coverage analysis of unserved locations across the province in 2011. These locations will assist in validating project proposals under this program.

##### **Eligible applicants**

The following are eligible to apply for funding from the program:

- Municipality, as defined in the Municipal Government Act
- Band, as defined in the Indian Act
- Metis Settlement

Not-for-profit organizations and for-profit businesses/ventures are not eligible for funding but are encouraged to partner with an eligible applicant on a project.

##### **Rural Communities**

For the purposes of this program, projects must occur in a rural community defined as any Alberta community outside of the 27 urban centres that make up the Alberta Supernet base area communities.

All applicants must demonstrate the ability to lead the high-speed Internet initiative and contribute resources to the project in their community.

##### **Eligible costs**

Eligible costs under this program include:

- High-speed Internet related infrastructure such as towers, equipment and technology, fibre optic cable, wireless equipment, installation costs and radio license fees

- Network development and design costs, including consulting fees and professional services related to the project outcome
- Project management costs
- Temporary staff costs directly related to the high-speed Internet project
- Software, materials and supplies
- Other costs approved by the Government of Alberta that are directly related to the project

### **Ineligible costs**

- Purchase of land, buildings and vehicles
- Consumer/ end-user equipment, transmission, and installation/ hook-up costs
- Goods and services tax (GST), and cost of borrowing
- General office equipment and overhead costs
- Stand-alone feasibility study costs
- Membership fees, dues, and contributions
- Ongoing operational, lease and maintenance costs
- Project costs incurred prior to project approval
- Costs that have been paid by another Government of Alberta or Government of Canada program or agency
- Any other costs deemed ineligible by the Government of Alberta

### **Funding levels**

The program will provide up to a maximum of 75 percent of eligible project costs per community project.

Successful applicants must provide a minimum of 25 percent of approved project costs. In-kind contributions may be considered. Applicants are encouraged to leverage this grant program with others, where eligible.

### **Other funding and assessment criteria**

- Complete analysis of the number of unserved households that will have access to high-speed Internet service and the site location(s) of the infrastructure as a result of the project
- Degree and ways in which a project leverages other government initiatives and existing infrastructure, as feasible
- Integration into a comprehensive rural community plan
- Demonstrated infrastructure scalability to offer services at 3.0 and 5.0 Mbps speeds
- Level of community/regional engagement, support, collaboration and partnership
- Capacity to successfully complete the project
- Demonstrated availability of funding sources and partnerships
- Demonstrated service sustainability in the long term

Successful applicants must retain majority ownership of the assets related to the project for a minimum of five years following the completion of the project. In addition, the applicant must ensure continuous access to high-speed Internet services for a minimum of five years following project completion, and continue to demonstrate long-term sustainability.

Funding must be approved before projects are initiated.

**Program term**

Program funding will expire on March 31, 2013 or earlier depending on availability of funds.

**Application and selection process**

Applicants are required to complete and submit a program application form on or before March 31, 2012.

Only those declared applicants will be screened for eligibility and asked to submit a full project proposal for review against the program requirements and criteria. The final date for receipt of proposal documents will be December 31, 2012.

Applications will be evaluated by a Cross-Ministry Program Committee that will make project funding recommendations for consideration by the Minister of Agriculture and Rural Development.

Only those project applications best meeting the program criteria will be considered for funding.

**Other**

Applicants whose projects are approved must enter into a funding agreement with the Government of Alberta in order to receive funding. The funding agreement will contain all the terms and conditions of the funding.

Successful applicants will be required to provide co-location opportunities, at reasonable rates, to all publically-supported high-speed Internet access points.

Successful applicants must demonstrate, to the satisfaction of the Province, that an open, fair, and transparent process will be used in selecting all new construction, management, and/or operating (i.e. service provider/ISP) contracts for the rural community.

Successful projects may be documented and used for other outreach programs for the purpose of further developing broadband deployment initiatives in rural communities, and to encourage a culture of broadband use.

**Contact Information**

For further information on this program, please contact:

Rural Development Division  
Alberta Agriculture and Rural Development  
#106, J.G. O'Donoghue Building  
7000 – 113 Street, Edmonton, AB  
T6H 5T6

Tel 780-427-2409  
Fax 780-427-4227

January 12, 2012



# Alberta has 73 municipal districts, improvement districts and special areas with a cumulative population of 447,474.

Table 11: Project District 5 Coverage

	Municipal District	Population (2010)	Townships	Served	%	Unserved	%	Hamlets	Served	%	Unserved	%
1	Beaver	5,676	41	32	78.05%	9	21.95%	2	2	100.00%	0	0.00%
2	Camrose	7,577	38	27	71.05%	11	28.95%	9	7	77.78%	2	22.22%
3	Bonnyville	9,047	79	47	59.49%	32	40.51%	7	6	85.71%	1	14.29%
4	Flagstaff	3,506	44	23	52.27%	21	47.73%	0	0	0.00%	0	0.00%
5	Lac La Biche	9,123	191	31	16.23%	161	84.29%	6	6	100.00%	0	0.00%
6	Lamont	3,925	28	24	85.71%	4	14.29%	5	4	80.00%	1	20.00%
7	Minburn	3,319	32	18	56.25%	14	43.75%	2	2	100.00%	0	0.00%
8	Smoky Lake	2,716	41	29	70.73%	12	29.27%	4	3	75.00%	1	25.00%
9	St Paul	5,925	46	31	67.39%	15	32.61%	10	10	100.00%	0	0.00%
10	Provost	2,547	43	15	34.88%	28	65.12%	4	2	50.00%	2	50.00%
11	Strathcona	87,998	17	15	88.24%	2	11.76%	9	9	100.00%	0	0.00%
12	Two Hills	2,926	33	21	63.64%	12	36.36%	7	5	71.43%	2	28.57%
13	Vermilion River	7,900	63	40	63.49%	23	36.51%	7	5	71.43%	2	28.57%
14	Wainwright	4,113	52	22	42.31%	30	57.69%	3	2	66.67%	1	33.33%
<b>Total:</b>		<b>156298</b>	<b>748</b>	<b>375</b>		<b>374</b>		<b>75</b>	<b>63</b>		<b>12</b>	
<b>Percentage:</b>					<b>50.13%</b>	<b>50.00%</b>		<b>84.00%</b>		<b>16.00%</b>		

The two municipal districts that have the least amount of broadband coverage in district #5 are Lac La Biche County (84.29%) and the MD of Provost (66.12%).

Twelve hamlets out of 75 are classified as unserved in District 5.





413076	417076	416076	415076	414076	413076	412076	411076	410076
413075	417075	416075	415075	414075	413075	412075	411075	410075







*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

### 9.31 QUEEN'S DIAMOND JUBILEE MEDAL

#20120210001

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Background

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The County has received correspondence from Vegreville-Wainwright MP Leon Benoit regarding the Queen's Diamond Jubilee Medal. The letter indicates that Canada would like to recognize citizens who have exhibited distinguished service and/or made a significant achievement to his or her fellow citizens, community or to Canada. The letter is attached. Administration has contacted Westlock-St. Paul MP Brian Storseth to see if this program will be available for our constituency. They are also supporting this program, however they have not formally sent out any letters, they are however accepting nominations through their office in St. Paul.

#### Recommendation

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As per Council's wishes.

#### Additional Information

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Originated By : skitz

## Appendix 1 for 9.31: Queen's Diamond Jubilee Medal

P.O. Box 300  
Mannville, AB, T0B 2W0  
1-800-463-1194  
Tel: (780) 763-6130  
Fax: (780) 763-6132  
benoit1@parl.gc.ca



HOUSE OF COMMONS

LEON E. BENOIT, M.P.  
VEGREVILLE - WAINWRIGHT

Suite 613 Justice Bldg.  
House of Commons  
Ottawa, ON, K1A 0A6  
Tel: (613) 992-4171  
Fax: (613) 996-9011  
benoit1@parl.gc.ca

RECEIVED JAN 19 2012

January 10, 2012

Dear Constituent;

This letter is to request your input in the effort to choose 30 worthy recipients of the Queen's Diamond Jubilee Medal from Vegreville-Wainwright, Alberta. I hope you will assist me by posting or distributing this message in order to notify as many people as possible.

The Commemorative medal for the Queen's Diamond Jubilee was created to celebrate the 60<sup>th</sup> anniversary of Her Majesty's accession to the throne as Queen of Canada. Each Member of Parliament has been given 30 medals for their constituency. If you would like to nominate someone who has exhibited distinguished service and/or made a significant achievement to his or her fellow citizens, community or to Canada, please do so.

There have been medals allocated to other individuals as well (such as the Lieutenant Governor), and I am honoured to have the opportunity to participate in distributing 30 to my constituents. It is an opportunity to pay tribute to those who make our country great. (Candidates are not limited by age, either, so let's hear from the youth out there!)

To be eligible, recipients must:

1. be a Canadian citizen (although not necessarily resident in Canada at the time of awarding);
2. have made a significant contribution to Canada or to a particular province, territory, region or community within Canada, or have made an outstanding achievement abroad that brings credit to Canada; and
3. have been alive on February 6, 2012, the sixtieth anniversary of Her Majesty's accession to the Throne.

I will be contacting as many groups and organizations as I can over the next month asking for nominations, but it is important to start the process as soon as possible. Once all nominations have been received, a Committee will review the nominations – based on the guidelines provided – and choose 30 recipients.

... 2

Please send nominations (along with *your* full name and a contact number) to: Vegreville-Wainwright Jubilee Medal Selection Committee, P.O. Box 300, Mannville, Alberta, T0B 2W0, as soon as possible. You are also welcome to fax any information to my office at (780) 763-6132. In addition to a short statement or brief summary of your candidates' achievements (40 words), the following information about the nominee **must** be included:

- full name
- rank and title
- home address
- telephone number
- short statement explaining the reason for the nomination
- photo (*optional*)

I believe that granting honours such as the Queen's Diamond Jubilee Medal is a tangible and lasting way to pay tribute to people whose achievements have benefited their fellow citizens, their community and their country. Our commitment to Canada is strengthened when we collectively pay homage to those who distinguished themselves by virtue of their talents and their service to the community and country.

Please find enclosed some sample application forms (additional copies can be printed from my website at [www.leonbenoit.ca](http://www.leonbenoit.ca)), and let me know if I can provide any further help or information.

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

**Leon Benoit, MP**  
Vegreville-Wainwright

## Appendix 1 for 9.31: Queen's Diamond Jubilee Medal

### Nomination Form: Commemorative Medal for the Diamond Jubilee

Confidential when completed

Candidate		Nominator
Mr. / Mrs. / Ms. / Miss Full Name		Mr. / Mrs. / Ms. / Miss Name
Address		Title
Postal Code	Telephone	Address
Email	Fax	
Business Address		
	Postal Code	Postal Code
Telephone	Fax	Email
Profession / Occupation		Telephone
Date of Birth	Place of Birth	Fax
Preferred Language	Sex	
Citizenship (must be Canadian Citizen)		Signature
		Date
<b>Important</b> This form may be photocopied if needed.		

Please provide the following information on a separate page or in a covering letter:

1. The reasons why you are nominating this individual (short summary) - REQUIRED
2. An up-to-date biographical sketch or a résumé of the nominee including
  - o professional activities / occupations with responsibilities and time frames
  - o dates of specific deeds or activities
  - o dates of active participation in organizations
  - o all official honours / awards
3. Any other information that might assist the independent committee that recommends recipients to the Governor General

#### References - Persons who might support this nomination

Persons who might support this nomination should be familiar with the nominee's achievements, e.g., officials of organizations in which the nominee is or has been an active member. To maintain confidentiality, it is preferable that these persons not be contacted by the nominator.

1	Mr. / Mrs. / Ms. / Miss Name	2	Mr. / Mrs. / Ms. / Miss Name	3	Mr. / Mrs. / Ms. / Miss Name
	Title		Title		Title
	Address		Address		Address
	Postal Code		Postal Code		Postal Code
	Telephone		Telephone		Telephone

Please send the completed form and attachments to:

**Vegreville-Wainwright Jubilee Medal Selection Committee**  
c/o P.O. Box 300, Mannville, AB, T0B 2W0



*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

### 9.32 IN CAMERA

**#20120207010**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### **Background**

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Item to be presented to Council at the Meeting.

#### **Recommendation**

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Motion to go in camera to discuss a labour issue.

#### **Additional Information**

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**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

### 9.33 MUNICIPAL CENSUS COURSE - MARCH 13

#20120210003

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Background

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The 2011 Census has been released this year. The new census indicates that the County has seen at 1.6% decrease in the number of residents - approximately 100 less people. This reduction in numbers will adversely affect our grants in the future. Administration has estimated that the County could see a reduction of MSI Capital funding of approximately \$13,000 in 2013. Municipal Affairs has announced that they will be conducting a course on how to do a Municipal Census. The last time the County did their own census was in 2005. The cost of doing this census was \$12,700. Administration is asking Council if they feel that the 2011 Census could be incorrect and if so would it be worth the expense of conducting our own municipal census. We estimate that the cost would be between \$15,000 and \$20,000 to do this census.

#### Recommendation

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As per Council's wishes.

#### Additional Information

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Originated By : skitz



Statistics  
Canada

Statistique  
Canada

Canada

[Home](#) > [2011 Census](#) > [Data products](#) > [Population and dwelling counts](#) >

**Population and dwelling counts, for Canada and census subdivisions (municipalities), 2011 and 2006 censuses**

Geographic name	Type <sup>1</sup>	Population			Private dwellings, 2011		Land area in square kilometres, 2011	Population density per square kilometre, 2011	CSD national population rank, 2011
		2011	2006	% change	Total	Occupied by usual residents			
<b>Canada †</b>		<b>33,476,688</b>	<b>31,612,897</b>	<b>5.9</b>	<b>14,569,633</b>	<b>13,320,614</b>	<b>8,965,121.42</b>	<b>3.7</b>	
Shelburne (Ont.)	T	5,846	5,149	13.5	2,164	2,091	6.44	907.1	626
Gimli (Man.)	RM	5,845	5,797	0.8	4,515	2,749	319.25	18.3	627
Perth (Ont.)	T	5,840	5,907	-1.1	3,131	2,946	12.25	476.7	628
St. Paul County No. 19 (Alta.)	MD	5,831	5,925	-1.6	2,608	2,207	3,296.72	1.8	629
Bay Roberts (N.L.)	T	5,818	5,414	7.5	2,434	2,244	23.92	243.2	630
Stettler (Alta.)	T	5,748	5,445 A	5.6	2,536	2,350	13.12	438.2	631
Oliver									
Paipoonge (Ont.)	MU	5,732	5,757	-0.4	2,149	2,113	350.76	16.3	632
Vegreville (Alta.)	T	5,717	5,519	3.6	2,680	2,429	13.92	410.6	633
Okanagan-Similkameen D (B.C.)	RDA	5,717	5,913	-3.3	2,845	2,436	919.17	6.2	633
East Kootenay C (B.C.)	RDA	5,713	5,804 A	-1.6	2,660	2,264	4,532.79	1.3	635
Grand Falls / Grand Sault (N.B.)	TV	5,706	5,650	1.0	2,697	2,571	18.06	315.9	636
Sainte-Brigitte-de-Laval (Que.)	MÉ	5,696	3,790	50.3	2,483	2,286	108.69	52.4	637
Princeville (Que.)	V	5,693	5,571	2.2	2,497	2,418	194.02	29.3	638
Verchères (Que.)	MÉ	5,692	5,243	8.6	2,406	2,323	73.27	77.7	639
Beaver County (Alta.)	MD	5,689	5,676	0.2	2,324	2,109	3,315.84	1.7	640
Saint-Césaire (Que.)	V	5,686	5,151	10.4	2,435	2,371	83.55	68.1	641
South Bruce (Ont.)	MU	5,685	5,939	-4.3	2,346	2,152	487.27	11.7	642
Pontiac (Que.)	MÉ	5,681	5,238	8.5	2,659	2,147	448.31	12.7	643
Humboldt (Sask.)	CY	5,678	4,998	13.6	2,567	2,448	13.46	421.9	644
Nanaimo E (B.C.)	RDA	5,674	5,462	3.9	2,892	2,587	75.17	75.5	645
Kent (B.C.)	DM	5,664	4,738 E	19.5 E	2,192	2,054	168.39	33.6	646
Minden Hills (Ont.)	TP	5,655	5,556	1.8	6,020	2,492	878.17	6.4	647
McMasterville (Que.)	MÉ	5,615	5,234	7.3	2,261	2,211	3.10	1,810.3	648
Lac-Brome (Que.)	V	5,609	5,629	-0.4	3,473	2,527	205.27	27.3	649
Redcliff (Alta.)	T	5,588	5,116 A	9.2	2,195	2,083	16.20	344.9	650

**Note:**

1. Census subdivisions (CSDs) are classified into 54 types according to official designations adopted by provincial/territorial or federal authorities. Two exceptions are 'subdivision of unorganized' (SNO) in Newfoundland and Labrador, and 'subdivision of county municipality' (SC) in Nova Scotia, which are geographic areas created as equivalents for municipalities by Statistics Canada, in cooperation with those provinces, for the purpose of disseminating statistical data.

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**Symbols**

*expense to do census  
12,700 in 2005*

# Online Registration System

[Back To Event](#)

**Main Title**  
**Subtitle 1**  
**Subtitle 2**  
**Event ID**  
**Event Description**

Conducting A Municipal Census  
Tuesday, March 13, 2012  
1:30 - 4:30pm  
78

Alberta Municipal Affairs has scheduled a half-day training session in Red Deer for municipal staff on how to conduct a municipal census.

The session is offered at **no cost** to attendees.

Date: Tuesday, March 13, 2012  
Time: 1:30 - 4:30 pm  
Location: Red Deer Lodge

**Registration Deadline is March 6, 2012**

## Event Details

### ATTACHMENTS -


There are currently no attachments

### WEB LINKS - DESCRIPTION

Google Map  
Census training material is available on the Ministry's website

URL  
<http://g.co/maps/g2gsp>  
[http://municipalaffairs.alberta.ca/mc\\_official\\_populations.cfm](http://municipalaffairs.alberta.ca/mc_official_populations.cfm)

## Sessions

**Location**  
 Red Deer Lodge - 4311 - 49th Avenue - Red Deer, AB T4N 5Y7

**Date & Time**  
Mar 13, 2012 01:30PM - Mar 13, 2012 04:30PM

**First Name \***  
**Last Name \***  
**Email Address \***  
**Position \***  
**Daytime Phone # \*** ( ) -  
**Organization \***

\* Required field

Regist

# 11. Reports

- 11.1 CAO REPORT
- 11.2 JOINT HEALTH & SAFETY MINUTES



*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

### 11.1 CAO REPORT

**#20120206001**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

#### Additional Information

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**Originated By :** skitz



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## Issue Summary Report

### 11.2 JOINT HEALTH & SAFETY MINUTES

#20120206002

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Additional Information

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Originated By : pcorbiere



**COUNTY OF ST. PAUL NO. 19  
JOINT HEALTH AND SAFETY COMMITTEE MEETING  
October 14, 2011**

**Present:** Ken Warholik, Steve Upham, Dennis Bergheim, Stewart Bintz, Steven Jeffery, Sheila Kitz, Bryan Bespalko, Leo Demoissac, Linda Meger, Claude Dubrulle

**Absent:** Lawrence Theroux, D.D. Skawronski-Munro, Danny Weinmeier, Ron Dechaine

**1. CALL MEETING TO ORDER**

The 16<sup>th</sup> Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Steven Jeffery, Co-Chairperson for the Employee Group at 3:07p.m., Friday, October 14, 2011 at the Administration Office.

**2. ADDITIONS AND ACCEPTANCE OF THE AGENDA**

Bryan Bespalko requested that one addition be made to the agenda under New Business 5 (b) Food handler's Course. Dennis Bergheim moved to adopt the agenda with the addition. All in favour.

**3. MINUTES**

Moved by Sheila Kitz and seconded by Steve Upham that the minutes of the September 1, 2011 meeting be approved with the correction under Item 4 Round Table Discussion by Sheila Kitz to change the wording of the last sentence in the first paragraph from "The County will now be signing 18 month contracts due to constant hardware issues" to The new contracts will allow for a change out of cell phones every 18 months. All in favour.

**BUSINESS ARISING**

**FIRE EXTINGUISHER TRAINING**

The fire extinguisher training course was held at the administration office on September 20, 2011 with 15 staff attending. The demonstration was held in the parking lot with live burns for staff to practice on. Terry Senecal, Fire Chief was there to supervise.

**HAZARD ASSESSMENT FORMS**

When construction season is over, Bryan and Steven will be discussing changes that are required.

## TRANSPORTATION SAFETY AUDIT

Bryan advised that we now have our P.I.C. status.

## RADAR SPEED BOARDS

Bryan reported that the radar speed boards had been installed in Lafond for 1 ½ weeks and were also reinstalled in St. Vincent. They have also been in Mallaig and Ashmont.

The data captured will be reported to the Safety Committee first before it is released to anyone else.

## DUMPING SITE AT MALLAIG AND ASHMONT

The dumping site will be completed this fall in Mallaig.

## MUSTER POINT SIGN

The sign will be relocated on the fence next week.

## CHAIN SAW COURSE

Bryan will be conducting these courses in the spring of 2012.

## DEFIBRILLATORS

Bryan reported that he has not received a response to set any dates. The courses will run between 1 to 2 hours.

## SAFETY GATE

Ken Warholik reported that the gate is now operational and he can monitor the gate from his computer. The system will also generate detailed reports. The gate is set to open in the morning at 6:00 a.m. and close at 5:00 p.m. When a stat holiday occurs, the system must be reset so the gates do not open.

## CELL PHONE UPDATE

Sheila advised the group that we will be going through AAMD & C for our new cell phone contracts at a reduced rate. They will be sending me the agreements next week. Once all agreements are in place an e-mail will be sent to staff. Telus will also be notified so they have enough stock on hand when staff go to change out their black berry's.

A discussion regarding the blue tooth devices and some of the issues staff are currently having took place. The head set and the ear piece devices are working well for some staff. The equipment that have a lot of cab noise continue to use their two way radio's.

#### 4. **ROUND TABLE DISCUSSIONS**

##### **INCIDENT REPORTS**

##### **BRYAN BESPALKO**

Bryan reported that there were two incidents.

**1<sup>st</sup> incident** One of the Cat's dipped over while stripping trees along a ditch. The grade was steeper than the employee expected and the Cat became over centered and tipped onto its left side. The rollover was at a slow speed and there was no injury or damage. The employee has 35 years of experience on this type of equipment and he did not see the slope grade change. It was determined that the incident was preventable and perhaps when doing the task, it should be done up and down the ditch rather than vertically along the ditch. Staff should have some ditching practices on steep slopes prior to commencement. Prior to starting any work a hazard assessment should be conducted which could be walking the ditch especially when there is snow on the ground where obstructions such as rocks can be hidden from sight.

**2<sup>nd</sup> incident** - This incident occurred in personal injury to an employee. The employee was on the deck of the trailer with a Buggy loaded on it. When he went to open the door of the buggy there was no stable footing and he slipped and fell to the ground. When the motor scrapper is loaded on the low boy it overhang's over the gooseneck and leaves no room and makes it hard to open the door. The incident was preventable. When moving the motor scrappers a 6' ladder should be on site.

##### **KEN WARHOLIK**

Ken advised the group that oiling was almost done and some traffic and signage issues are still occurring.

##### **DENNIS BERGHEIM**

No issues to report.

##### **STEVE UPHAM**

No issues to report

**STEVEN JEFFERY**

Construction had no safety issues or concerns. When working north of Blue Quills they encountered lots of traffic. The speed boards could be used at some of the construction sites. When they were working with the scrappers and buggies there was dust issues in some of the yards and had issues of some residents videotaping during construction. The crew tried to accommodate the residents that had dust issues by reducing their speed. They had another high pressure gas line crossing and they had a CNRL representative on site and everything went smooth.

**LINDA MEGER**

No issues to report.

**SHEILA KITZ**

No issues to report. Sheila advised the group that the County will be celebrating their 50<sup>th</sup> anniversary in 2012.

**CLAUDE DUBRULE**

No issues to report.

**LEO DEMOISSAC**

Leo advised the group that they had some major washouts near St. Edouard and a 1/8 mile of slide on the moose hills road. This portion of the moose hills road has moved 2 feet over the past 4 years and signs have been posted. He also felt that the speed boards should be placed at that location so motorists slow down.

**STEWART BINTZ**

Stewart asked if there was going to be a towing policy in place as the winter season is approaching. It was decided that a best practice procedure would be brought to Council for their support. When towing vehicles it should be done safely and no chains should be used only tows straps.

**NEW BUSINESS**

S.I.P. Course

Since staff must handle alcohol when they are part of the entertainment committee, Bryan felt that some staff should have this course. More information will be brought forward at the next meeting.

**NEW BUSINESS (cont)**

FOOD HANDLER'S COURSE

This course is also for staff which must handle food at some of the events planned by the County. More information will be brought forward at the next meeting

**6. DATE OF NEXT MEETING**

The next meeting is scheduled for Thursday November 3, 2011

**7. ADJOURNMENT**

Steven adjourned the meeting at 4:10 p.m.

**COUNTY OF ST. PAUL NO. 19  
JOINT HEALTH AND SAFETY COMMITTEE MEETING  
December 7, 2011**

**Present:** Ken Warholik, Danny Weinmeier, Steven Jeffery, Sheila Kitz, Bryan Bepalko, Darlene Smereka proxy for Linda Meger, Lawrence Theroux, Ron Dechaine, D.D. Skawronski-Munro, Steve Upham, Glenn Zayac proxy for Dennis Bergheim, Janice Fodchuk proxy for Leo Demoissac

**Absent:** Leo Demoissac, Dennis Bergheim, Linda Meger

**1. CALL MEETING TO ORDER**

The 17<sup>th</sup> Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Steven Jeffery, Co-Chairperson for the Employere Group at 3:07 p.m., December 7, 2011 at the Administration Office.

**2. ADDITIONS AND ACCEPTANCE OF THE AGENDA**

Moved by Ken Warholik to adopt the agenda with no additions.

**3. MINUTES**

Moved by Sheila Kitz that the minutes of the November 9, 2011 meeting be approved. All in favour.

**BUSINESS ARISING**

**S.I.P. Course**

Bryan advised that the S.I.P. course also called the beverage serving course or can be taken online or in person. This alcoholic beverage course

**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 DECHAINED**

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 7<sup>th</sup> at 3:00 p.m.

**7. ADJOURNMENT**

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

## 12. Upcoming Meetings

- 12.1 FEBRUARY 22 @ 10:00 A.M. - MDP WORKSHOP
- 12.2 FEBRUARY 24 @ 10:00 A.M. - PUBLIC WORKS
- 12.3 MARCH 2 @ 1:30 P.M. - ROUND TABLE  
DISCUSSIONS - MLA & LOCAL MUNICIPALITIES



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## Issue Summary Report

**12.1 FEBRUARY 22 @ 10:00 A.M. - MDP WORKSHOP**

**#20120210004**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

### **Additional Information**

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**Originated By :** pcorbiere



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## Issue Summary Report

**12.2 FEBRUARY 24 @ 10:00 A.M. - PUBLIC WORKS**

**#20120210005**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

### **Additional Information**

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**Originated By :** pcorbiere



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## Issue Summary Report

**12.3 MARCH 2 @ 1:30 P.M. - ROUND TABLE DISCUSSIONS - MLA &  
LOCAL MUNICIPALITIES**

**#20120206006**

**Meeting :** February 14, 2012

**Meeting Date :** 2012/02/14 10:00

### **Additional Information**

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**Originated By :** pcorbiere



February 6<sup>th</sup>, 2012

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

**\*\*REVISED DATE AND TIME\*\***

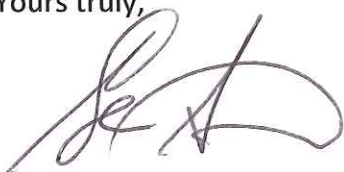
**RE: Round Table Discussions – MLA & Local Municipalities**

The Town of St. Paul would like to invite your Municipality and its representatives to attend a "Round Table Discussion" hosted by the Town of St. Paul with our local MLA and Transportation Minister, Ray Danyluk along with special guest speaker, Transportation Deputy Minister, Tim Grant.

The event will be held on **Friday, March 2<sup>nd</sup>, 2012 @ 1:30 p.m.** in the **Recreation Centre Multi-Purpose Room**, which is accessed via the north side door, located at 4802-53 Street in St. Paul. Please be prepared to discuss any concerns your Municipality may have at this round table discussion.

Kindly reply, with the number of attendees, by Monday, February 27<sup>th</sup>, 2012 to Laura Bachelet at 780-645-4481 or email to [lbachelet@town.stpaul.ab.ca](mailto:lbachelet@town.stpaul.ab.ca).

Yours truly,



His Worship Glenn Andersen  
Mayor, Town of St. Paul

# 13. Financial

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



*County of St Paul No 19*  
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## Issue Summary Report

### 13.1 COUNCIL FEES

#20120206003

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Additional Information

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Originated By : tmahdiuk



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## Issue Summary Report

### 13.2 LISTING OF ACCOUNTS PAYABLE - DECEMBER & JANUARY #20120206004

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Additional Information

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Originated By : pcorbiere



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## Issue Summary Report

### 13.3 BUDGET TO ACTUAL

#20120206005

Meeting : February 14, 2012

Meeting Date : 2012/02/14 10:00

#### Additional Information

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Originated By : skitz