

County of St. Paul Strategic Business Plan – 2011

Sustainable Priorities

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

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

Goal 1 – Governance

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

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

		<p>from the three municipalities to have an update on the project – scheduled for November 4, 2010.</p> <p>Quarter 1 2011 – The Committee decided to split the St. Paul/Elk Point water line from the Ashmont/Lottie Lake line. The consultants have separated the Business Plans. The Ashmont/Lottie Lake project has been approved by Alberta Transportation with a grant of over 4 Million. The County will now need to coordinate this project and make decisions on future utility costs.</p>
1.3 Reeve/Sheila – Develop a vision statement	<p>Jun 2010 Revised date -1st quarter 2011</p>	<p>Quarter 2 2010 - No work to date has been done regarding this item – need to amend target date to September 2010</p> <p>Quarter 3 2010– No work to date has been done regarding this item – need to amend target date to December 2010</p> <p>Quarter 1 2011 – No statement has been brought forward to Council for consideration yet. Expect this will be done in the 2nd quarter of 2011.</p>
1.4 Council/Sheila – Work together with the Town of St. Paul and the doctors at Medical Clinic to determine course of action/funding for new Medical Clinic and budget for municipal contribution	<p>March 2010 Revised Date – June 2011</p>	<p>Quarter 1 2010- The Medical Clinic Committee has worked to form the Community Health Care Development Corporation – including Elected Officials, Doctors, and Members at Large. This group has been reviewing proposals from developers for the construction of a new Professional Health Centre.</p> <p>Quarter 2 2010– a site for the new medical clinic has been chosen, the committee is working on the funding for the building.</p> <p>Quarter 3 2010– no new information or progress made in this quarter. Still waiting to hear from the Province regarding potential funding.</p> <p>-meeting scheduled for December 21, 2010 with Infrastructure.</p> <p>Quarter 1, 2011 – The Province of Alberta has provided support for the project of 2.5 Million. The committee is still working to get funding from the Federal Government for this project.</p>
1.5 Council/Sheila – Portage College Residence – consider support for and provide budget dollars	<p>March 2010 2011 Budget-\$50,000 MSI Capital</p>	<p>Quarter 1 2010- Council has resolved to support Portage College Residence Project for a total of \$250,000 - \$50,000/year for 5 years commencing 2010. This amount is</p>

		<p>included in 2010 budget. Quarter 2 2010– Invoice has been received and payment to be made for the 2010 portion of the support. – Construction of the Residence has commenced. COMPLETE for 2010 Quarter 1, 2011 – unfortunately the Portage College Residence has burned down during construction. Council has allocated the required contribution of \$50,000 in the 2011 budget</p>
1.6 Council – adopt Council policies regarding Role of Council, Role of Council Members, Council Committees, Policy Making, Delegation of Authority	Feb 2011 Revise to Quarter 2	Quarter 1, 2011 – a Policy Committee meeting has been scheduled in April to discuss these policies.
1.7 Council/Administration – draft policies on: <ul style="list-style-type: none"> - Road Building - Dust Controls - Gravel Sales - Mulching policy - Approaches - upgrades - Signs/Pathways/Approaches in Subdivisions - Blocked Roadways 	Mar 2011 Revise to Quarter 2	Quarter 1, 2011 – a Policy Committee meeting has been scheduled in April to discuss these policies.
1.8 Council/Sheila – draft new bylaws: <ul style="list-style-type: none"> - Environmental Bylaw - with bylaw enforcement??? - Speed limits through subdivisions - amendment to Tax Penalty Bylaw - - 	Mar 2011	Quarter 1, 2011 – Council did not approve amendment to the Tax Penalty Bylaw. Not other bylaws have been presented to Council at this time.

<p>1.9 Council/Sheila – Increase Citizen Engagement through----satisfaction survey, participation in strategic planning (facilitated workshop), annual report</p> <ul style="list-style-type: none"> • Web Page Survey – monthly questions?? • Survey with Tax Notice • 2012 Strategic Planning • Annual Report 	<p>Each month</p> <p>May 2011 Fall 2011 April 2011</p>	
<p>1.10 Council – ensure council members have the opportunity to take part in municipal education, training or development - EOEP</p>	<p>Ongoing</p>	<p>Quarter 1, 2011 – courses attended:</p> <ul style="list-style-type: none"> • Emerging Trends – All Council • ASB Provincial Conference – All Council • Northern Lights Library System Board Orientation – D. Dach, M. Fodness • Trails of 1885 Input conference – D. Dach • AAMDC Spring Convention – All Council (except G. Ockerman) • Growing Rural Tourism Conference – D. Dach • Reynolds Mirth Richards Farmer Law Seminar – All Council (except G. Ockerman) • Model Process for Subdivision Approval & Private Sewage Training – D. Dach, M. Fodness • EOEP, Regional Partnerships & Collaboration – D. Dach • Federation of Canadian Municipalities Conference – D. Dach, S. Upham
<p>1.11 Council/Admin – ensure that council and the Management team have the opportunity to have a planning retreat that is not open to the public (following public consultation – item 1.9) to set strategic direction for the upcoming year.</p>	<p>Nov/Dec 2011</p>	

Goal 2 – Administration

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

Actions/Lead	Target/Date	Quarterly Report
2.1 Sheila/Phyllis – Review bylaws ensure that in-force bylaws are put on website and organized in electronic directory	Sept 2011	Quarter 1 – Quarter 2 – Quarter 3 –
2.2 Tim/Phyllis – Implement alternative software that is better streamlined with existing software for creation of Council agendas, minutes, tracks action items, good calendar and can serve more groups – Call to Order software by Bellamy Software	2010 estimate \$14,000 Received revised quote for the program of \$19,000 + \$4,000 annual maintenance. Jan 2011	Quarter 1 2010 – Waiting to meet with Bellamy. Quarter 2 2010– Still waiting for coordination between Phyllis and Bellamy to view program Quarter 3 2010– No progress made. Tim has been in touch with the Regional School Board who also has interest in this program to have a joint information session with Bellamy – he is also going to discuss with the Town of St. Paul who is now running the Bellamy Program. Nov 24 – Defer to 1st quarter of 2011 Quarter 1 2011 – the Call to Order software has been purchased and implemented by Administration staff. Council is being trained in its use. There are currently connection issues for the software from home that are being rectified by the IT vendor.
2.3 Sheila - Research avenues to assist with increasing by-law enforcement, especially around lakes See – bylaws under governance???		
2.4 Building upgrades: Tim -Admin Bldg – Replace exterior doors, replace lighting in lower level – to T8’s, staff office chairs, Council chairs	Annual Budget \$150,000 for building maintenance Commence May 2011	Quarter 1 2011 – Building upgrades have been identified in the 2011 budget

<p>Leo/Ken -Public Works Bldg – Security System to encompass access to property and within building, replace lights in service bays, replace XX number of overhead doors and come up with a replacement plan for all overhead doors, sprinkler system installation – per insurance company, wash bay</p>	<p>following budget</p>	
<p>2.5 Tim – review extended Health Care/Benefit package</p>	<p>Jan 2010 Revised date 1st quarter 2011</p>	<p>Quarter 1 2010- AUMA has been approached for proposals to upgrade our benefit package, however they have not been able to provide the information we have requested – defer resolution of this item to the 2nd quarter. Quarter 2 2010– Still no response from AUMA – defer to 3rd quarter – implementation defer to 2011. Quarter 3 2010– Nothing new to report – unable to get information from AUMA regarding Benefit Package. – defer to 4th quarter <i>Still trying to get quote from AUMA, Tim to get quote from Alberta Blue Cross as well. Would defer any change to 2011.</i> Quarter 1, 2011 – received quotes from the two companies. Have not presented any changes to Council at this time.</p>
<p>2.6 Tim/Sheila – Address Janitorial Services for both Administration and Public Works buildings</p>	<p>January 2011</p>	<p>Complete.</p>
<p>2.7 Sheila – ensure that County staff have opportunities for professional development – as determined by Council’s budget – through performance appraisals.</p>	<p>Ongoing</p>	<p>Quarter 1 2011 approvals:</p> <ul style="list-style-type: none"> • Emerging Trends Municipal Law Seminar – S. Kitz, D. Bergheim, L. deMoissac • ASB Provincial Conference – D. Bergheim, J. Robinson, S. Kitz • Construction Expo – L. deMoissac, B. Kinjerski • Michelin Safety Training & Tour – K. Warholik • AAMDC Spring Convention – S. Kitz, T. Mahdiuk, K. Warholik • Municipal Administration Leadership Workshop – s.

		<p>Kitz</p> <ul style="list-style-type: none"> • Reynolds Mirth Richards Farmer Law Seminar – S. Kitz, D. Bergheim, L. deMoissac, K. Fedoretz • Jubilee Insurance – T. Mahdiuk • Model Process for Subdivision Approval & Private Sewage Training – C. St. Arnault • Alberta Water Wastewater Operator Seminar – D. Weinmeier • Alberta Assessors Assoc. Annual Conference – G. Zayac, M. Yacyshyn • Community Planning Assoc of AB – D. Bergheim, K. Fedoretz, C. St. Arnault
2.8 Sheila/Managers – establish standards for delivery of service – ie snow removal, gravelling, utilities, rural addressing signs etc	Jun 2011	
2.9 Sheila – maintain a working relationship with the Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay CAO's and other staff - CAO Meetings	Quarterly	
2.10 Sheila/Managers/Staff – explore the opportunities to participate in the Municipal Affairs Internship program for either Administration or Planning	Summer 2011	
2.11 Sheila/Admin Staff – develop procedure manual for Administrative Procedures. Tim – Payroll Phyllis – Cash Receipts Darlene – AP Darlene – Gravel Darlene – Tangible Capital Assets	Sept 2011	

Crystal – Utilities Crystal – Development processes Betty – AR Linda/Carolyn – Taxes Paulette – Website Paulette – FOIP Requests Paulette – Records Retention Tammy/Jan – FCSS processes		
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Goal 3 – Assessment

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

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

Goal 4 – Economic Development

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

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

Goal 5 – Fire/Disaster Services

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

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

<p>Total cost = \$330,000 Split Town/County/JEPP/CIP Grant/Lakeland Safety Service</p>	<p>Defer MSI grant to 2011 as County pmt will not be required till 2011</p>	<p>MSI Capital. Quarter 2 2010- Funds in place at end of quarter = County \$75,000 Town \$75,000 – CIP Lakeland Safety \$75,000 – JEPP \$40,000 – Lakeland Safety \$18,000. Spec. has been sent out to 4 possible builders for RFP. Closing July 6th. (Extension may be granted to July 16th) Quarter 3 2010– Council has approved additional expenditure for the Rescue Truck based on the quotes received and the shortfall that will be shared by the Town of St. Paul and the County. Additional expenditure approved is \$16,000 – total County contribution will equal \$91,000. -truck has been ordered, however will not have any expenses in 2010 – will defer payments to 2011 – budget MSI monies to be set up as deferred revenue.</p>
<p>5.3 Terry - Develop a plan for firefighting water supply</p> <p>Consideration for Tank Loading facilities – to be coordinated with ASB requirements.</p>	<p>3rd quarter 2010 Defer to 2011</p>	<p>Terry has been working on this project, but does not have complete – he has identified issues for tank filling in some areas that the County may need to address in 2011 budget. Quarter 1, 2011 – additional water storage that would increase water supply for firefighting is included in the Ashmont/Lottie Lake Business Plan in future years. Tank Loading facilities are being explored, but not included in the 2011 budget.</p>
<p>5.4 Sheila - Make GIS system available for emergency services as soon as rural addressing program is finished</p> <p>(delayed this to 2011 due to decision to change 911 Dispatch – transition to take place January 15, 2011 – should be able to provide to emergency services in January)</p>	<p>Feb 2010 Revised Date Jan 2011</p>	<p>Quarter 1 2010- Rural addressing program is still incomplete at this time. Awaiting some final signs to be delivered and installed. Expect completion of sign installation in Quarter 2 – will access to emergency services once the 911 update has been completed. Quarter 2 2010- Rural addressing numbers have been incorporated into the GIS system. Numbers should be uploaded to the 911 system by the end of July 2010. Final signs are being installed. Quarter 3 2010– Final signs have been ordered and will be installed by mid-October – this includes halls, cemeteries, and churches as per Council resolution. County staff has been working to assist Telus with matching Rural Addresses</p>

		<p>to land phone lines. This will be sent to Telus by October 8, 2010. Telus will require 2 weeks to format in their system. 911/Address information will be sent to Bonnyville 911 Dispatch to be ready for our implementation with them. This information will not be sent to Strathcona 911 as we will be terminating our agreement with them. <i>Staff has finished going through the list matching addresses to phone lines and Telus has received the corrected version.</i></p> <p>Quarter 1 2011 – have explored ideas for getting this information to Emergency Services. Have set up a meeting for May 25, 2011 with GIS provider to look at options to have this data available, current, and on a system that will ensure the integrity of the data for liability purposes.</p>
5.5 Terry/Dennis – Transition to the 911 dispatch services from the MD of Bonnyville.	<p>January 15, 2011</p> <p>\$3.30/capita budget</p>	<p>Quarter 1 2010- \$37,000 has been identified in the 2010 capital budget for upgraded 911 communications. The study has been completed and in a nutshell cost may be as high as \$60,000 for four Fire departments. Still working on what the ongoing costs will amount to (SuperNet charges) (March 17, 2010) TS</p> <p>Quarter 2 2010- No change at this time. Uncertainty of provincial EMS dispatching centers has muddied the waters.</p> <p>Quarter 3 2010– Delegations from the County of St. Paul, Town of St. Paul and Town of Elk Point went to the MD of Bonnyville 911 Dispatch to have a presentation on what they could offer the Region for 911 Dispatch Services. Based on that meeting and requirements for equipment upgrade if we stayed with Strathcona 911, Council decided to give notice to Strathcona and enter into an agreement with Bonnyville 911 in 2011.</p> <p>Agreement has been signed with a tentative change over date of January 27, 2011.</p> <p>Complete. Per capita amount included in 2011 budget</p>
5.6 Sheila – Explore implementing a Regional Emergency Management Agency	<p>Mar 2010</p> <p>Revise date Dec 2011</p>	<p>Quarter 1 2010 - no action taken on this item – deferred to 2nd Quarter.</p> <p>Quarter 2 2010- no action taken on this item – the province is setting new standards for Regional Agencies – will ensure</p>

		any action by County will meet the new requirements. Quarter 3 2010– no action on this item – currently AEMA does not have a district officer for this region, making it difficult to coordinate the different stakeholders. Defer to 2011 Strategic Plan.
5.7 Dennis/Terry – Develop a capital plan for fire services New Fire Hall – Ashmont New Fire Hall – Mallaig Rescue Boat – Ashmont?? Breathing Compressor – St. Paul – fund 50%	Expected budget required \$700,000 \$700,000 Commence plans in 2011 to evaluate site and study infrastructure 2011 budget \$30,000 \$7,500 – 2011?? \$9,000 (cost \$18,000)	Quarter 1 2011 – have had several preliminary meetings to tour existing fire halls at Ashmont and Mallaig and to determine needs/desires of volunteer fire fighters. Have toured the Glendon Fire Hall as an example of a small rural fire hall. Will be setting up tours at New Sarepta and Thorsby to see their fire halls. Have set aside capital dollars in the 2011 budget that will assist in acquiring land, and planning of new buildings.
5.9 Sheila/Dennis – Review and update Fire Services Agreement with Town of St. Paul	Mar 2011	Complete
5.10 Dennis/Terry/Bryan – Mock Disaster – test of Emergency Response Plan	Oct 2011	
5.11 Alberta Emergency Management Agency – Council orientation regarding Emergency Management	Jan/Feb 2011	Complete
5.12 Sheila/Dennis/Terry – Negotiate Fire Services Agreement with Summer Village of Horseshoe Bay – change from current Mutual Aide Agreement	Mar 2011	Quarter 1, 2011 – no action taken on this item yet.

Goal 6 – Public Works/Transportation

Goal 6: Services provided by Public Works minimize negative impact on agricultural land and, in a safe and cost-effective manner, enhance quality of life for residents.		
Actions/Lead	Target/Date	Quarterly Report
<p>6.1 Sheila – Review Blackberry phones – coverage area</p> <p>Bluetooth for all staff required to carry cell phone – due to new Provincial Legislation.</p>	<p>Jan 2011</p> <p>Jun 2011</p>	<p>Quarter 1 2010 – No action taken on this item – defer to 2nd Quarter</p> <p>Quarter 2 2010– List of staff who currently have county mike cell phone/email has been made. Sheila to negotiate with Telus on switch to Blackberry – quarter 3.</p> <p>Quarter 3 2010– Switch to blackberry phones have been made.</p> <p>COMPLETE</p> <p>Quarter 1 2011 – have identified that blackberry phones have issues with coverage area. May be eligible for an update later in the summer.</p>
<p>6.3 Bryan – Update safety program with items identified in 2010 Safety Audit</p>	<p>Mar 2011</p>	
<p>6.4 Sheila GIS system – updated Ortho Photos – (2/3 of price due to other municipalities in area doing photos as well)</p> <p>GIS Support, AIMS install (Agricultural Infestation Management System), ePad integration, Cadastral updates (increase to monthly as quarterly not timely enough for Planning and Development and Taxation staff), start of AVL, Annual Maintenance</p>	<p>Oct 2011 \$50,000</p> <p>Budget \$100,000</p>	<p>Quarter 1 2011 – have included these items in the 2011 budget.</p>
<p>6.5 Bryan – Identify needs and develop a plan to install defibrillators</p>	<p>April 2011</p>	<p>Quarter 1 2011 – have included 2 defibrillators in 2011 budget for Admin and PW Buildings</p>

throughout the County – defibrillators for Administration and Public Works Buildings.		
Staff Orientation on defibrillator use	January 2011	

Strategy 6.5 – Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads		
Actions/Lead	Target/Date	Quarterly Report
6.5a Leo - Construction schedule 2011 - 2013 (attached)		Quarter 1 –
6.5b Leo - Gravel schedule 2011(attached)		Quarter 1 -
6.5c Leo - Road oiling schedule 2011 - 2013 (attached)		Quarter 1 -
6.5d Leo - Bridge file schedule 2011 - 2013 (attached)		Quarter 1 -

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

Goal 7 - Utilities

Goal 7: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services		
Actions/Lead for 200	Target/Date	Quarterly Report
7.1 Danny - Resolve water meter reading issues – 50% issues remaining	Dec 2011	Quarter 1 –
7.2 Sheila/Bryan - Upgrade Lottie Lake or Ashmont water plants - or construct water line from Ashmont to Lottie Lake	Oct 2011	Quarter 1 2010- Grant has been applied for from Alberta Transportation – no information received at this time. Quarter 2 2010- Same information as last quarter. Quarter 3 2010– Still waiting for response from Alberta Transportation on Water for Life grant application for Regional line from Ashmont to Lottie Lake. <i>Project has been accepted and waiting for funding.</i> Quarter 1 2011 – project has been accepted working with consultant to plan project implementation.
7.3 Bryan/Danny – Research and develop a capital replacement plan for water distribution lines – Have engineering firm do an evaluation of the water/sewer lines in Ashmont and Lottie Lake – in order to provide a replacement plan	\$70-75,000	Quarter 1 2011 – deferred to 2012 in Ashmont/Lottie Lake Business Plan.
7.4 Sheila – Develop a plan for Bayview Beach water distribution system	Sep 2011	Quarter 2 2010– A preliminary quote was obtained from Associated Engineering regarding the cost of putting in water distribution line into the Bayview Beach subdivision. The Reeve, Councillor Sloan, S. Kitz, and B. Bepalko attended a public meeting at the subdivision at the end of June to provide lot owners with the projected costs on a per lot basis or frontage basis if the project were to proceed and funded by a Local Improvement Tax. No further action will be done unless there is contact from the lot owners indicating they are interested in proceeding based on the information provided. Quarter 3 2010 – Scope of project has changed to look at a water distribution line in a phased in approach. Phase one

		<p>will look at provision of water service to 54 lots. Estimated costs have been reviewed by the Water Committee and the community leaders are reviewing options with the residents in the area.</p> <p><i>Community leaders are exploring other options for water line installation.</i></p> <p>Quarter 1, 2011 – no further development at this time.</p>
<p>7.5 Mallaig Raw Water Line installation – complete with new pumps for well</p> <p>Application under Water/Wastewater Program</p>	<p>Budget \$250,000 (75% covered by AT) Spring 2011</p>	<p>Quarter 1 2011 – budget includes this water line. Administration has been in contact with AT to update them on the scope of the project in order for project to be approved under Water/Wastewater Program 2011/12 Fiscal year.</p>
7.6 Backup pump/generator combo for water plants	Getting budget numbers	
7.7 Fire Hydrant upgrade for Mallaig for fire tanker water fill	Budget \$1,000 - 2011	
7.8 Mallaig Sewer Lift station upgrade	Budget \$65-70,000	Quarter 1 2011 – included in 2011 budget.

Goal 8 – Waste Management

Goal 8: Waste management enhances and encourages “best practices” in waste disposal		
Actions/Lead for 200	Target/Date	Quarterly Report
8.1 Dennis/Sheila – Recycling Program at St. Paul Transfer Station – meeting on Dec 13	Total expense \$115,000 – County share 13% \$14,950 Jan 2011	Quarter 1 2011 – Recycling Agreement has been developed between the Town and County, however there are still a couple of items that need resolving. Will be brought back to the May 2011 Council meeting for approval.
8.2 Dennis – Construct containment areas for 2 community bins – in 2011 and 3 community bins in 2012	Oct 2011 \$30,000?	Quarter 1 -

Goal 9 – FCSS

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

Actions/Lead	Target/Date	Quarterly Report
<p>9.1 Tammy - complete social services portion of Emergency Preparedness Plan</p>		<p>Quarter 1 2010-An attempt was made to meet with the current contact, North East Alberta District Field Officer, Bill Boswick. He is currently away and possibly will not be returning to work. We are currently waiting to get direction from this department as to who will be able to provide us with information that is relevant to our area so that the County of St. Paul FCSS department can proceed to get a clearer understanding of the responsibilities in regards to Disaster Social Services.</p> <p>Quarter 2 2010– Have completed a DSS - 72 hour are you prepared pamphlet and enclosed this with the 2010 tax notices as well as the County website.</p> <p>Quarter 3 2010- DSS, The North East District Field Officer position has not yet being filled as of yet due to the Provincial hiring freeze. However, the recruiting process is in process, the position will be an open completion in the near future.</p>
<p>9.2 Tammy – FCSS Events</p> <p>Farm Safety Camp</p> <p>Christmas Gala</p>	<p>Sept 2011?</p> <p>Dec 2011</p>	
<p>9.4 Sheila/Council – explore joint FCSS program with urban neighbours through application of</p>	<p>Jun 2011</p>	

Regional Collaboration grant??		
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Goal 10 – Agriculture

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

Actions/Lead	Target/Date	Quarterly Report
10.1 Jeremy/Dennis - Continue to support portion of ASB 5 year plan focused on agriculture viability (\$150,000+ grant per year)	Entering year 4 of 5	Quarter 1 – Money was applied for and accepted. Quarter 2 – Funding received. COMPLETE
10.2 Jeremy/Dennis – AESA Programming – refer residents to Provincial Extension person. Continue to support AESA environmental type programs – ie Grazing workshops, water well workshops		
10.3 Jeremy/Dennis - Continue to support agricultural research and development through LARA	\$40,000	Quarter 1 –
10.4 Jeremy/Dennis - Continue to support good stewardship of the land through ASB budget devoted to services		On going
10.5 Jeremy/Dennis - Continue to work with the Seed Cleaning Plant to support the services and value added opportunities available to the residents of the County of St. Paul	Ongoing	On going
10.6 Jeremy – Ensure population of	Oct 2011	Quarter 1 -

ASB spraying/mowing/mulching data as it is done		
10.7 Jeremy – Explore options for urban weed control with the Town of St. Paul and the Town of Elk Point – shared position – negotiate agreement with the Towns	Spring 2011	
10.8 Capital Equipment List – 2011 – 2013 attached		

Goal 11 – Planning & Development

Goal 11: Development is environmentally sound and sensitive		
Actions/Lead	Target/Date	Quarterly Report
<p>11.2 Sheila - Update IDP with Town of St. Paul –</p> <p>Joint Public Hearing with Town of St. Paul</p> <p>2nd & 3rd readings of Bylaw</p>	<p>Begin Jan 2010</p> <p>Jan 2011</p> <p>March 2011</p>	<p>Quarter 1 2010 – Meetings regarding IDP amendment have taken place.</p> <p>Quarter 2 2010- Proposed changes to the IDP have been sent to the Town of St. Paul and the Planner for consideration in the amendments.</p> <p>Quarter 3 2010– An information and public consultation meeting was held regarding the IDP September 7, 2010. The IDP Committee reviewed the concerns and information brought out at this meeting and have agreed on some changes to the document. Should be able to give 1st reading to an amended IDP document at the Oct Council Meeting. Waiting to hear back from Focus – if document is what was agreed to will bring to Dec 14 Council meeting for 1st reading.</p> <p>Quarter 1 2011 – Public meeting was held in January and IDP passed 2nd and 3rd readings.</p> <p>COMPLETE</p>
11.3 Krystle/Crystal – Implement ePad GIS software	1 st quarter 2011	<p>Quarter 1 2010 - Development software has been identified in the budget.</p> <p>Quarter 2 2010- no action taken – waiting for the</p>

		<p>commencement of new staff prior to purchase and training. Defer to 3rd quarter.</p> <p>Quarter 3 2010– Planning and Development Staff will be attending a session regarding the ePad software at the end of September. Expect implementation of the program prior to December 31, 2010. Program will be installed prior to yearend – training to take place in 2011.</p> <p>Quarter 1 2011 - Installed and being utilized.</p>
11.7 Dennis/Krystle/PW - Establish Engineering Servicing Standards for municipality	\$50,000 – Jun 2011	
Dennis/Krystle – Complete update of Land Use Bylaw and Municipal Development Plan	\$25,000 – Commence 2011	Quarter 1 2011 – RFP completed
Krystle – Geomedia License and training – will assist her in processing subdivision application and reduce costs for residents	\$15,000 (use 2010 \$9,000 carryover to help fund this) (this is included in GIS budget above.	
Sheila/Dennis/Krystle – Commence IDP discussions with Town of Elk Point	Jan 2011	Quarter 1 2011 – application was made under the Regional Collaboration Grant to assist with this project. The project was estimated at \$61,900. We were successful in getting \$35,600 funding from Municipal Affairs for the project. Will be sending out RFP for consultant to work on IDP in April 2011.

Strategy 11.8 – Develop Area Structure Plans for all lakes to ensure they are protected		
Actions/Lead	Target/Date	Quarterly Report
11.8a Sheila - Complete ASP for Lac Sante Garner Lake ASP Public Hearing Approval	March 2010-Lac Sante Spring 2011 Summer 2011	<p>Quarter 1 2010– Public Hearing for Lac Sante ASP was held.</p> <p>Quarter 2 2010– Council is weighing the options for allowing further development. No decision made yet for Lac Sante. Garner Lake meetings held in June and scheduled for July. Anticipate that Public Meeting will be held in August 2010 at Garner Lake.</p> <p>Quarter 3 2010– Lac Sante ASP has received 3rd Reading.</p>

Commence ASP on other lake – maybe Floating Stone or Lower Therien (Crestview)?? (would like to defer to later in term as we would like to focus on LUB/MDP in 2011)	2012 or 2013	The Garner Lake ASP meeting was cancelled and has not yet been re-scheduled. <i>Garner Lake meeting scheduled for December 9, 2010.</i>
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Goal 12 - Recreation

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

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

Goal 13 – Library

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

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