

Meeting of the Town of St. Paul Council in the St. Paul Town Council Chambers on Monday, December 9<sup>th</sup>, 2013 at 19:00 Hours.

**MEMBERS PRESENT:**

Mayor Glenn Andersen, Don Padlesky, Ken Kwiatkowski, Norm Noel, Judy Bogdan, Edna Gervais, Ron Boisvert CAO and recording secretary Cindy Litwinski.

**MEMBERS ABSENT:**

Dwight Wiebe

**PRESENTATION:-Paul Bailey-St. Paul Affordable Community Housing Society (SPACHS)**

- In 2006 The Town of St. Paul purchased 7.04 Acres from Servus Credit Union with the condition that the Town give 4 lots in the future from this development or any other development to affordable housing. They are here today to reconfirm this commitment. They need a commitment of at least one standard lot because they are in discussion with Habitat for Humanity. They would like to build a duplex.
- There is one affordable housing on 46<sup>th</sup> Avenue.
- The Town is not developing right now as we don't want to compete with the other developers. Council has been focusing on commercial land.
- The costs to service lots has increased since 2006. We could negotiate the costs of developing and bringing in services.
- If Habitat for Humanity builds a house and it is given to a family in need they will look into putting a caveat on the property for 5 years that if the property is sold any capital gained will go back to the society.
- SPACHS would like to work with the Town to apply for grants to cover the installation of services expenses.
- Administration will look into what land is available and will get back to Paul in the new year.

**PRESENTATION:-Marvin Bjornstad-Railway Trestle-Cold Lake-20:00 Hours**

- This year is the 10<sup>th</sup> anniversary of the trail.
- They spent \$1,500,000.00 on the Trail.
- They have 9 out of 10 municipalities contributing to the maintenance of the trail.
- In June 2012 arsons set the north side of the Beaver River Trestle on fire. Extensive damage was done and the trestle was closed to the public and remains closed.
- To date N.E. Muni-Corr Ltd. Has spent \$250,000.00 on Trestle repairs.
- They have applied for 2 CFEP grants for \$125,000.00 in 2013 and \$125,000.00 in 2014. They are asking the City of Cold Lake and the M.D. of Bonnyville to consider donating \$125,000.00 each towards the rebuilding of this historic trestle. They have been asked for more money because they are close to the trestle.
- They have asked the M.D. of Bonnyville to float a debenture for them.
- They have asked Minister Richard Starke for a government donation towards the trestle. They are trying to find Federal money also.
- They are requesting the Town of St. Paul contribute \$13,700.00 towards repairing the trestle.
- Mayor Andersen would like to recognize Riverland Recreational Trail Society for all they do.

Mayor Andersen called the regular meeting to order at 19:25 Hours

- 1) Moved by Judy Bogdan  
That, The Agenda be adopted as read.

“CARRIED”

2) Moved by Don Padlesky

That, the minutes from the regular meeting on November 25<sup>th</sup>, 2013 be adopted with the following amendments:

Page 111-Dwight Wiebe-change to read "would like to congratulate Don Padlesky on being elected as an executive for the Northern Lights Library System"

Page 112-Motion 6)- add "CARRIED" after the motion

Page 112-Motion 7)-change to read " That, we approve Proficient Holdings Ltd for the tax incentive rebate program. The municipal portion of their taxes will be 100% exempt, excluding land, for 5 years.

"CARRIED"

**BUSINESS FROM THE MINUTES:**

- Page 110-letter to Solicitor General. Would like clarify if we send a letter to Solicitor General or to the assistant. We should send the letter to Solicitor General-attention Jonathan Denis.

**COUNCIL COMMITTEE REPORTS:**

**Edna Gervais**

Muni-Corr

- Attended an orientation for N.E. Muni-Corr on November 28<sup>th</sup>.
- There are many new faces on the board. It was decided to have a presentation on the history of Muni-Corr from past to present. I found this to be very informative and gave us a good overview.
- December 9<sup>th</sup> attended the monthly Muni-Corr meeting. A couple of concerns were addressed, the main being:
  - ❖ Funding for the Beaver River Trestle
  - ❖ Looking at some legal advice for options in regards to the sentence that was handed down to the guilty parties that caused the damage to the Trestle.

Chamber

- On November 30<sup>th</sup> the St. Paul & District of Commerce held 'Super Saturday' along with a free merchant Sponsored Matinee. There were approximately 70 kids and a few parents that attended. Those attending, enjoyed the free movie and snacks, they were asked to bring an item for the food bank or a gift for Santa's Elves. Three boxes were collected for these organizations, this was definitely a win-win for everyone. Based on the feedback the Chamber received they are planning to have a similar event next year with a few changes.
- December 12<sup>th</sup> is the Mingle and Jingle at the Chamber from 5:00pm-8:00pm.

**Ken Kwiatkowski**

Community Futures

- Our first meeting was held in Smoky Lake.
- We went through our financial report and everything is on target.
- Getting new applications, and everything looks good.
- They are very busy doing their day to day budgeting and dealing with all the clients.

DMO

- Held the first meeting in the Town Chambers.
- We held elections: Dwight Dack is president, Bruce Gray is vice president and Sharleene Rachynski is secretary.
- West World magazine is doing an article on the Iron horse Trail.
- This year they are scheduled to attend 10-15 Trade shows.
- Pinkist little Town- is a fundraiser for Breast Cancer. There is a group of people that will ride their horses from town to town via the Iron Horse Trail. As they go through the towns they will judge to see who decorated their town in pink. At the end of the year they will name the town that had the most pink. They are starting in August in Lloydminster and will take in Towns Marwayne, then will go to Heinsburg then to Elk Point and to St. Paul and Bonnyville and will come back west to Smoky Lake.

## **Norm Noel**

### **Parks & Recreation**

- The Recreation Board will be filling two positions for next year's board. The Town needs to fill the position for a member at large. They have received 2 applications so far. The County will be filling the other opening. A Huge Thank-You to Jim Wirsta and Dean Smyl for their time and effort put into serving on the Recreation Board.
- We have received the Focus recreation plan study. They have some interesting recommendations and suggestions. As far as the viability of carrying some or all of these recommendations through is something Council will have to look at in the Future. Administration will e-mail the study to Council.
- Six outdoor rinks are now up and running throughout the Town.
- We will be coming forward with recommendations for rental rates for the Recreation Centre. These rates have not been adjusted for several years now. Gary has been in contact with several other communities and gathered their rental rates and will be passing on his recommendations to council for approval.
- We have had several groups ask for the use of our facilities in the new year. Girl Guides has requested February 7<sup>th</sup>-9<sup>th</sup>, 2014. Splash Park has requested January 25<sup>th</sup>, 2014. Brian Storseth has requested April 5<sup>th</sup>, 2014. The Chamber has requested March 21<sup>st</sup>-23<sup>rd</sup>, 2014 and Visual Arts requested December 7<sup>th</sup>, 2014.
- We will be asking groups that are requesting our facilities at no charge or at a reduced rate that they provide something to us in writing that we will be given a budget breakdown of the money raised for the event.
- Sunday November 1<sup>st</sup> attended Columbus House of Hopes Christmas fundraiser "Festival of Hope" it was great to see the community rally behind this great organization.
- Wednesday December 4<sup>th</sup> attended Peavey Mart Grant presentation to the Champions for Change group. Champions for Change will be receiving a total of \$48,500.00 divided into three equal payments. This grant will be used to promote healthy eating in our community. Thank you to all who worked on preparing our grant application. We were chosen from over 60 submissions.
- Thursday December 5<sup>th</sup> chaired the St. Paul Champions for Change board meeting in the absence of the boards regular chair Roxanne Bergheim.
- The Farmers market that runs out of the St. Paul Shopping Center is looking to change to a public Market. The reason for this is a minimum of 10 vendors are required for a Farmers Market and 80% of those have to be sellers of food. While a public market will not have those limitations.
- This years Harvest Ball made a profit of \$11,693.00. We thank the community for their continued support. Planning is now on its way for next years event.
- ECMap is the Early Child Development Mapping Project. They gather and analyze information about early childhood development in Alberta and builds community capacity to support families and young children. They will be meeting on December 10<sup>th</sup> and will be planning on releasing the findings to council in the near future.

## **Judy Bogdan**

### **HUB**

- Attended committee meeting on Friday November 29<sup>th</sup>, 2013.
- Had the honor of welcoming the committee members on behalf of Mayor Andersen.
- HUB consists of communities, 7 of which are aboriginal/metis, post secondary institutions, industry and business.
- There was representation from Town and County of St. Paul, Vegreville, Bonnyville, Smoky Lake, Vilna, Fishing Lake Settlement, Buffalo Lake Settlement, Elk Point, Mannville, Two Hills, Lac La Biche, E & AE, HUB, RABC (Rural Alberta Business Centre), Cold Lake & Enterprise & Advanced Education.
- Soren Odegard chaired the meeting.
- Financial report was provided by Janice Atwal: Assets \$734,597.30, Total Equity \$681,301.70.
- Computers will be upgraded as well as the accounting software.

- Bob Bepalko reviewed the 2013-2014 Alberta HUB operating plan.
  - ❖ The operating year is April 1-March 31
  - ❖ Planning begins in November and planning session scheduled tentatively for late January early February.
- Soren spoke to the EATC project (Eastern Alberta Trade Corridor) he reviewed history of projects and achievements.
- New phase of EATC-it's embarking on an exciting new phase of its development
  - ❖ Creation of a 3 year strategic plan
  - ❖ Website enhancement
  - ❖ Marketing program
- A number of Alberta HUB members have requested to use the EATC brand and logo in conjunction with their own marketing activities.
- Stakeholder in Economic Development
- Small business Strategy for the Province-not officially adopted by government as yet/
- Online-ShapeAlberta.ca-there are 6 questions where you can provide opinions and comments.
- Alberta HUB Board positions: Chair-Soren Odegard-County of Two Hills, Vice Chair-Adam Kozakiewicz-Village of Mannville, Secretary/Treasurer-Kelly Dalton-Village of Mannville
- The HUB website is worth checking out.
- Economic Development Framework "One Team-One Vision". Four priorities emerged:
  1. Expanding Alberta in Global Market-looks good for agriculture-labelling of origin
  2. High Growth potential-liquids rich natural gas
  3. High Growth potential-value added component
  4. Inspiring entrepreneurship-support in sr. high schools & colleges-target youth
- We have 100,000 oil wells in our region (not all operating). They all need servicing though.
- Ports-to-Plains Corridor-(Laguna north Corridor)
- RABC Presentation-Clair Kit-Potential client satellite offices through Chamber perhaps. Customize USB to each community. Training will be provided for marketing. There will be 17 laptops and projectors for satellite office being purchased. Use technology to link resources to communities.
- Questions to ask:
  - ❖ Who is our go-to guy?
  - ❖ Do we have land? Price?
  - ❖ Is the website used for research by investors?
  - ❖ Are we linked to HUB?
  - ❖ Do we have a Municipal Plan? If so, how old is it?
- January/February-Mayors and CAO's Strategic Planning Workshop
- Today Announcement by Alberta Government-Partnership with rural communities to improve internet access.
- Final Mile Grants: County of St. Paul-\$341,250, Fishing Lake-\$311,500, Lac La Biche-\$274,080, M.D. of Bonnyville \$399,750.
- MLA Genia Leskiw and Jackie Fenske-Roundtable Discussion
- Inundate Minister McIvor and cc MLA's-there are no royalty returns for our NE area. Be an advocate for our community members.
- Need partners to access funding
- Get Regional Collaboration Projects in ASAP.

#### Airport

- Meeting was on November 28<sup>th</sup>, 2013.
- Budget was reviewed
- Resubmitted requests for quotes on crack fill for the runway

**Don Padlesky**

- Was contacted by residents in Spring Creek that the main road ways have not had snow removal yet. There are no sidewalks along 44<sup>th</sup> Avenue so they would like the Town to make a path along the roadway.
- The Library would like to register early for the Library conference in April 2014. Would like to send two members to the conference at the Town's cost.

3) Moved by Don Padlesky

That, we approve sending two councillors to the 2014 Alberta Library Conference at the Town's expense.

“CARRIED”

Mayor Andersen closed the meeting at 20:00 Hours.

Mayor Andersen called the regular meeting back to order at 20:25 Hours.

**MAYOR'S REPORT**

**Glenn Andersen**

- A turning light was installed at 48<sup>th</sup> Street and 50<sup>th</sup> Avenue. This was installed due to buses not being able to turn left. People will need to get used to using the right hand lane if they are going straight through. There is not enough space to put in a dedicated turning lane. We will look into having the straight through and left turn green while the other side is red. Ron will arrange a site visit in 2014.
- Received a request for 44<sup>th</sup> street that there be no right turns on a red light. We will arrange a site visit in 2014.
- Received complaints regarding communication of snow removal in residential areas. They would like signs put out stating that the roads will be cleaned. We used to have signage, however if an emergency came up and the crew could not make it to clean the street we would receive complaints. The operators should not leave a windrow around parked vehicles, they should move their blades so they don't block a vehicle with a windrow. Will leave as is with no signage.
- Centennial Senior Citizens Centre have changed their kitchen to the north side. They are requesting a lane on the north side of the building to help facilitate off loading.
- Received a letter from Minister Cal Dallas regarding the development of Guidelines to the Procurement Obligations of Domestic and International Trade Agreements. Municipal procurement is subject to two trade agreements: the New West Partnership Trade Agreement (NWPTA) (formerly the TILMA) and the Agreement on Internal Trade (AIT).

**ADMINISTRATION REPORT**

- The 2014 Temporary Operating Budget was handed out for Council to review.

3) Moved by Ken Kwiatkowski

That, we approve the 2014 Temporary Operating Budget as attached.

“CARRIED”

- Ron handed out a spreadsheet on Salary and Benefits review from 2009 to 2014 with respects to what each department has spent on wages as a percent of total operating budget.
- Council reviewed the Remuneration Policy as attached

- 4) Moved by Edna Gervais  
That, we accept the policy as recommended and review the policy annually with the following amendment: Page 2. Remove “#2-These rates will be adjusted annually based on the Cost of Living Adjustment for the Edmonton region, for the month of November, rounded off to the nearest \$10.00.”

“CARRIED”

- We have received a letter of engagement and terms of engagement from Joly, McCarthy & Dion

- 5) Moved by Ken Kwiatkowski  
That, That we approve Joly, McCarthy & Dion to complete the Town of St. Paul’s 2013 audit

“CARRIED”

- The water and debenture agreement is with the lawyers. Mayor Andersen and Ron would like to sign the agreement once we receive the recommendations from the lawyer.

- 6) Moved by Judy Bogdan  
That, Mayor Andersen and Ron Boisvert can sign the water and debenture agreement contracts once we receive recommendations from the lawyer and a copy of the contracts have been sent out to council for review.

“CARRIED”

- We were contacted by Mesa Canada Consulting Corporation. They specialize in assisting cities and towns through the assistance of Provincial, Private and Federal Funds. Their goal is to assist when applying for Federal Funding. Their retaining fee is \$1,900.00 per month. They charge \$65.00 per hour for documentation preparations. If they are successful in securing a grant they collect 8% of the total funds received. We will notify Mesa that council is not interested in hiring them at this time.
- The Town will apply to the Canada Build Grant program for 57<sup>th</sup> Street and Ozone Generator.
- Received a letter from the St. Paul and District Crisis Association requesting a letter of support for the construction of a building to be used for Education program, Outreach appointments with women, outreach evening support groups, agency meetings, board meetings and for needed counseling space.

- 7) Moved by Norm Noel  
That, we send a letter of support to the St. Paul and District Crisis Association for the construction of a building.

“CARRIED”

- We received a letter from St. Paul Education Regional Division No. 1 requesting an increase in funding for the Family School Liaison Worker (FSLW) program. We currently give them \$10,000.00 per year. Council has decided to leave the funding given to the FSLW program at \$10,000.00 per year.
- Meeting and Travel Claim Form-we have reduced the reimbursement per kilometer to \$0.515 from \$0.53 as per the Alberta Government rates. We have increased the meals reimbursement as follows: breakfast \$15.00, Lunch \$20.00 and Dinner \$30.00. The per Diem rate has been increased to \$175.00.

- 8) Moved by Judy Bogdan  
That, we approve the Travel Claim form as presented. The new rates will be effective January 1<sup>st</sup>, 2014.

“CARRIED”

- Business License fees have not changed since 2004. Ron handed out a comparison of our fees compared to other municipalities. Recommended changes to Schedule “A” of By-Law #1101: Retail-increase from \$60.00 to \$100.00, General Contractor resident-increase from \$225.00 to \$250.00, Non-Resident-increase from \$400.00 to \$500.00, Pawnshop-increase from \$90.00 to \$100.00. Hawker will remain the same at \$125.00 per day or \$600.00 per year.

- 9) Moved by Edna Gervais  
That, we give first reading to the increases to Schedule “A” Business License fees of By-Law #1101.

“CARRIED”

- Beaver River Trestle-we will hold onto the information and see what the other municipalities will pay. Council has accepted the request for funding in principle.

- 10) Moved by Ken Kwiatkowski  
That, we move into camera at 22:40 Hours

“CARRIED”

- 11) Moved by Don Padlesky  
That, we move out of camera at 22:52 Hours

“CARRIED”

- 12) Moved by Norm Noel  
That, we accept Evergreen Stationers and Xtreme Oil for the tax incentive rebate. The municipal portion of their taxes will be 100% exempt excluding land.

“CARRIED”

- 13) Moved by Ken Kwiatkowski  
That, we Adjourn at 22:55 Hours.

“CARRIED”

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**Glenn Andersen** Mayor

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**Cindy Litwinski** Recording Secretary