

Regular meeting of the Town of St. Paul Council in the St. Paul Town Council Chambers on Monday, January 12th, 2015 at 19:00 Hours.

MEMBERS PRESENT:

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

PRESENTATION:-Staff Sergeant Lee Brachman-St. Paul RCMP Detachment

- Sergeant Brachman is the new Staff Sergeant, Detachment Commander at the St. Paul RCMP Detachment. He arrived in the area and began his role on December 15th, 2014.
- With respect to his policing background, the majority of his career has been in the area of general duty policing in rural Alberta. He spent a little over 7 years serving communities in Northern Alberta, specifically High Level and Fort Vermillion as a general duty investigator as well as a front line supervisor. From there, he was transferred to Calgary, where he was the Eradication Team Leader on the Green Team South, which is a team under the umbrella of the Combined Forces Special Enforcement Unit of the Alberta Law Enforcement Response Teams (ALERT). For the past two years he was the Detachment commander at the Killam/Forestburg RCMP Detachment.
- He is excited to be in the St. Paul area and looks forward to the opportunities that lie ahead.
- Sergeant Brachman and his team are dedicated to ensuring public safety throughout the St. Paul Detachment area.
- Sergeant Brachman looks forward to continuing the positive relationship between the Town of St. Paul and the Royal Canadian Mounted Police. He appreciates the honour of being able to serve the citizens throughout the St. Paul Detachment.
- Sergeant Brachman distributed copies to Council of the St. Paul Municipal Detachment Statistical Comparison from January –December 2014.
- Sergeant Brachman is working on their annual performance planning process and they would like to know if Council has any concerns or suggestions. Administration will e-mail councilors for a list of their concerns and will forward to Sergeant Lee Brachman.
- Mayor Andersen welcomed Sergeant Brachman to St. Paul and thanked him for his presentation.

PRESENTATION:-Val Pratch-St. Paul & District Arts Foundation

- Val played a video for Council on how the group got started and all the work they have done on the building they have purchased.
- They have developed a place for everyone to go to practice arts.
- They set up a Board of Directors and purchased a building called “Maggie Porozni Foundation for the Arts”.
- Their first mortgage payment is due September 2015.
- They are in the process of collecting as much funding as possible so they can apply for the CFEP Provincial matching grant.
- They are asking for a donation between \$15,000.00-\$20,000.00.
- They have also approached the County for a donation; however the County is waiting to see what the Town contributes.
- Mayor Andersen admires what you have done and thanks you for your presentation to Council.

Mayor Andersen called the Regular meeting to order at 19:50 Hours.

- 1) Moved by Ken Kwiatkowski
That, the Agenda be adopted as read.

“CARRIED”

- 2) Moved by Dwight Wiebe
That, the minutes of December 22nd, 2014 Council meeting be adopted as read.

“CARRIED”

BUSINESS FROM THE MINUTES:

- Page 144-Golf Course Board Members:
 - ❖ President-Danny Gadowski
 - ❖ Secretary-Linda Drummond
 - ❖ Treasurer-Maurice Brousseau
 - ❖ Vice President-George Parrot
 - ❖ Town Representation: Judy Bogdan and Gary Ward
- Page 145-Evergreen Regional Waste Management Commission: When will we have deficit numbers? We will have the numbers for the next Council meeting. Evergreen is saving money for cells and equipment and charging members for a deficit. They should be paying their expenses before putting money into savings.

COUNCIL COMMITTEE REPORTS:

Judy Bogdan

- December 31st, 2014-attended the Arts Foundation Gala. It was an outstanding event. They had a great local band called Boomtown performing.
- January 2nd, 2015-attended the Community Futures Orientation meeting with Penny Fox. This was very informative.

Golf Course

- January 8th, 2015-attended Golf Course Board Meeting.
- They had a casino in Fort McMurray on December 26th & 27th. They will receive the funding approximately 6 weeks from the Casino date.
- They would like to use Social Media to promote the Golf Course and have a link on the Town Website.
- The Golf Course priorities are to repair the Irrigation system, have youth programs, get volunteers and look into a driving range.
- The Golf Course has hired a new grounds keeper.
- The Golf Course has developed 5 new committees: Finance Committee, Youth Committee, Personnel Committee, Grounds Committee and a Marketing and Fundraising Committee.
- A long range goal is to develop the basement to use as a conference room/meeting centre that could be rented out.
- The St. Paul golf Club sent a letter to Council requesting the \$20,000.00 the Town agreed to contribute for the Irrigation system. They require the money now due to a shortfall in 2014 operations. The Golf Course has approached the County for support however the County will only support the Golf Course if it is run by the Town of St. Paul.

- 3) Moved by Judy Bogdan
That, we support the Golf Course in the amount of \$20,000.00 in 2015 for their Grant Application.

“CARRIED”

- Family voices is hosting an Employment workshop on Saturday.
- Parent Link held a Parent Shop before Christmas and it was very successful.

Norm Noel

Evergreen Regional Waste Management Commission

- Attended meeting on January 8th, 2015.
- The cell construction is complete and came in at just under \$2.5 million. There was a discussion regarding what to do with the \$764, 088.23 left in the cell construction account. Ramona is going to shop around to see what interest can be made and if it is not more than 2.37% interest the money will be put against the loan. Evergreen is paying 2.37% interest on their cell construction loan. There was just over a million dollars that had been put away for cell construction and a \$2.5 million loan was taken out. The old cell construction loan of \$316,668.40 has been paid.
- K&K recycling had not been by to pick up the metal at the transfer stations sites for some time. Ramona was informed by Rob at K&K that due to the low price of metal right now there is no market for it. He offered 3 options:
 1. They would come in and bale the metal at no cost, but there would be no money paid for the metal.
 2. Evergreen could try to find someone else that might pay for the metal.
 3. We could wait and see if the metal prices come back up.
- It was voted and passed by the board to select option #1 as the sites are getting full.
- The \$50,000.00 Grant from Municipal Affairs has been approved. The money can be used to develop commission protocol.

Don Padlesky

- Attended my first Evergreen Regional Waste Management Commission meeting on January 8th, 2015 along with councilor Noel.

St. Paul Library

- Attended meeting on January 8th, 2015.
- Statistics: November had 2,264 patrons and 2,354 item transactions.
: December had 1,900 patrons and 2,100 item transactions.
- Yearly items loaned out by from our library: 8,000.
- Yearly items ordered in by our library patrons: 9,000.
- Part of the money we pay to NLLS goes towards paying for someone to process the orders and the shipping and handling fees etc.
- Councilor Padlesky passed around a calendar the Library made to sell as a fundraiser. They have completely sold out of the calendars. They will make more calendars next year.
- They have applied for the Canada Summer Job Grant and we should find out in April if the application was successful.
- Year-end paperwork has been sent to the auditor.
- They are looking for someone to fill the programming position. Will post the advertisement on the Town website.
- They have a new photocopier on a 5 year lease as the old one expired December 2014. This new photocopier can scan and e-mail. Patrons can use a memory stick to print/copy their documents. The cost per year for this new photocopier is \$30.00 less than the old lease.

MD Foundation

- Attended meeting on December 30th, 2014.
- Year-end budget is slightly down over last year due to the paying down of 4 loans.
- A letter will be coming to Administration for the requisition amount. It will be fairly close to last year.
- Before Christmas staff were delivering food trays to residents in their rooms because of flus, colds and illnesses. They were able to avoid quarantining the facility.
- Sunny Side has 1 vacancy and 2 on the waiting list.
- Heritage Homes Phase 1 has 0 vacancies and 8 on the waiting list.
- Heritage Homes Phase 2 has 0 vacancies and 21 on the waiting list.

Dwight Wiebe
MPC

Building Permits January –December 2014				
	2014		2013	
Single Family dwelling	16	\$4,592,000	14	\$3,920,000
Residential Garage	4	\$101,000	7	\$154,000
Residential Improvements	8	\$72,000	17	\$752,000
Modular Home	2	\$356,000	0	0
Duplex	2	\$800,000	1	\$350,000
Condominium 24 Units	1	\$3,500,000	0	0
Town House 3 Units	1	\$500,000	0	0
Sub-Total	34	\$9,921,000	39	\$5,176,000
Commercial	19	\$7,636,000	32	\$8,781,000
Institutional	1	\$85,000	3	\$4,116,000
Industrial	0	0	2	\$785,000
Demolition-Residential dwelling	2	0	1	0
Demolition-Industrial	1	0	0	0
Demolition-Residential Garage	2	0	0	0
Total	59	\$17,642,000	77	\$18,858,000

Edna Gervais

North East Muni-Corr

- Representatives from Muni-Corr, Riverland Trail Society & MLA Genia Leskiw attended a meeting with Minister Kubinec in hopes of obtaining some funding for the Beaver River Trestle
- They provided some background information on the trail and who Riverland and Muni-Corr are. Minister Kubinec seemed to be very well informed and was aware of the trail and the trestle. She indicated that the government is looking to cut spending however; she did say that they do need to continue doing business. She also said that she really likes this project as it was tourism and rural based. She was not promising anything but this project would have a high priority with her. Muni-Corr will be following up with a letter and hope to get a response shortly.
- All documents have been reviewed and everything is in order for Johnston Construction to start the repairs on the Beaver River Trestle.
- Muni-Corr has received \$105,983.00 from the National Trails Coalition. The balance of the grant which is \$105,983.00 will be forwarded upon completion of the project.
- Some changes will be made starting this spring. Muni-Corr will be looking at replacing some of the gates on the trail to accommodate side by sides which have become very popular.

Ken Kwiatkowski

- Would like to know who is supplying the street lights to ATCO. Councilor Kwiatkowski knows of someone who purchased street lights and their price was a lot less. The price will depend on the type of light they used.

MAYOR'S REPORT

Glenn Andersen

- Has received e-mails regarding residents wanting to pay their animal license and business licenses on line. We are currently set up with Servus Credit Union and TD bank for Accounts Receivable online payments. Ron and Cindy need to contact the other banks to see if they would be willing to waive the monthly fees and daily report fees for Accounts Receivable Online payments. Residents will have to use their customer number to set up the AR online payments. If there is more than one invoice on file we would apply the payment to the oldest invoice first.
- Has received requests to have Utility bills e-mailed to customers. It is possible; however administration needs to look into the set up.

- Would like to know where we are at regarding e-mailing pay stubs and T-4's. Our software provider is doing a major update to their systems and we will wait until the upgrade is complete before implementing the e-mails pay stubs and T-4's.
- Have received a request for lighting at the Legasse Park toboggan hill so kids can toboggan after 4:30PM.
- The lights by Henry Mytrash old house is pointing into the yard instead of the street. Administration will plan a site meeting with ATCO to discuss.
- The Management meeting minutes stated that FCSS will no longer be publishing the community Directory. This is because it is not making any money.
- The Management meeting minutes also discussed building a 40' x 60' building for storage, vehicles and mobile equipment. We also need a bigger room for the ECC as the County is not renovating their building to accommodate the ECC. Mayor Andersen would like administration to look into other options like adding onto the current Town Office Building.
- The Water Commission tenders were opened and the lowest bidder was awarded the contract. The Ozone generator will be completed as a separate project.

ADMINISTRATION REPORT

- Received a letter from the St. Paul and District Hospital Foundation requesting a silent auction item or to purchase a table of 8 for \$400.00 to their St. Paul and District Hospital Foundation Gala on March 7th, 2015.

4) Moved by Judy Bogdan

That, we donate a silent auction item and purchase a table of 8 for \$400.00 to the St. Paul and District Hospital Foundation on March 7th, 2015.

“CARRIED”

- Succession planning: Gary Ward is taking courses for the CAO position. Effective January 1st, 2015 Gary is the assistant CAO and will now be attending all Council meetings.
- Received a letter from the Mallaig Army cadets requesting we shut down part of main street on April 11th, 2015 at 9:00 AM for their Memorial Walk and the use of a small corner of the Recreation Centre for their displays and coffee and donuts. They would require the Recreation Centre for a maximum of 3 hours. We will have to contact Alberta highways in order to close off part of main street.

5) Moved by Dwight Wiebe

That, we support and work with the Mallaig Army Cadets on April 11th, 2015 for their Memorial Walk. We will also allow them to use the front of the Recreation Centre at no cost.

“CARRIED”

- Upgrade Streetlights to LED: We have 28 decorative street lights. They cost \$2,200.00 each to upgrade to LED. It will cost \$61,600.00 to upgrade all the decorative lights. We have 632 regular street lights. They cost \$1,000.00 each to upgrade to LED. It will cost \$632,000.00 to upgrade all the regular street lights. To upgrade all lights at once would cost \$693,000.00. Administration will look into what type of LED light they would be putting in.
- We received a letter from St. Paul Education Regional Division No. 1 requesting that the Town of St. Paul increase their funding for the Family School Liaison worker program. The Town currently contributes \$10,000.00 per year. Council has decided to not increase the funding and will contribute \$10,000.00 in 2015.

Letter Received from Amil Shapka

- We received a letter from Amil Shapka requesting copies of the business plan for the Wellness Centre, How the Town will be paying for the completion of the North side and the revenues and expenses of the Wellness Centre.

- Ron will send Amil a copy of the business plan that was prepared by a consultant in 2009. We will be paying for the development of the North side using \$700,000.00 MSI funding in 2014 and \$600,000.00-\$700,000.00 MSI funding in 2015.
- The Wellness Centre has no debt to date. Ron will send a copy of the financial recap for the construction of the first stage.
- In 2013 the Wellness Centre had an operating deficit of \$94,823.00 and a deficit of \$79,268 in 2014. Council and Administration knew we would have a deficit each year until the North end was constructed and fully rented. We anticipate income recovery and reserves for future maintenance costs.
- Development of the North side was delayed until we could find out the impact of the FCC on our community and what would be in the Wellness Centre as far as Health Services. The joint process of the FCC was very good and we brought health care professionals from the Town of St. Paul together. This was very valuable as some professionals never knew what other health services were being offered in Town.
- Through the process the FCC's were discontinued by the Government of Alberta, however, before that we had started working with the Primary Care Network on ways to use the information we had learned to enhance healthcare in our region.
- Currently there are two groups of 3 doctors each and one independent doctor, Pulmonary Function Lab, Primary Care and Medical Botox in the South side of the Wellness Centre. When the north side is completed some will move to the north side and we will be able to attract more Doctors.
- When Primary Care Network moves to the north side there will be space for (one office and two exam rooms) specialists to practice in town.
- Received a letter from the FCSS Director Oralee Williams requesting council help cook the pancake breakfast on February 16th, 2015. Council will volunteer and help out.
- Received a letter from Lakeland Security Services detailing the services that they provide. They would like to know if the Town is interested in using their services. Administration will let them know that we are interested in the services and would like more information.
- Received a letter from the Lakeland Cross Country Ski Club requesting the Towns support for cross country skiing in the St. Paul area. You can purchase an ad on their website for \$200.00 per year.

6) Moved by Norm Noel

That, we support the Lakeland Cross Country Ski Club by purchasing a \$200.00 advertisement on their website for 2015.

“CARRIED”

- Administration is recommending:
 - ❖ Increasing our Cheque NSF fee from \$25.00 to \$35.00.
 - ❖ Increasing our Tax Certificate fees from \$25.00 to \$35.00 per tax certificate.
 - ❖ Increasing our Compliance Letter fees from \$60.00 to \$80.00 per letter.
 - ❖ Leaving the reprint of Tax notices and Utility invoices the same at \$20.00 per reprint.
 - ❖ These fees were last reviewed March 1st, 2008.

7) Moved by Ken Kwiatkowski

That, we increase the cheque NSF fee to \$35.00, increase the Tax Certificate fees to \$35.00 and increase our Compliance Letter fees to \$80.00 effective January 15th, 2015.

“CARRIED”

- Reminder that the St. Paul & District Chamber of Commerce AGM is February 4th, 2015.

- At our Strategic Planning meeting in November Rob Duffy discussed purchasing a CommAlert system and signing a 3 year contract. He is working with CommAlert and Accurate Assessment to tie the GIS and CommAlert Mass Notification system together. As we are the first municipality to request this, the contract will be changed to a 1 year term to see the programs will work together. The County of St. Paul has approved the request. The Town of St. Paul's portion of the contract would be approximately \$4,800.00 for the 1 year contract.

8) Moved by Judy Bogdan
That, we approve the purchase of the CommAlert System and sign a 1 year contract in the amount of \$4,800.00.

"CARRIED"

- In 2014 we were told that Value Drug Mart executives would contact Town Council to discuss the vagrancy issues. Administration will follow up with Hope from Value Drug Mart.
- St. Paul & District Arts Foundation: This is not just another dance club; they are doing a great thing for our community.

9) Moved by Dwight Wiebe
That, we make a one-time donation of \$20,000.00 to the St. Paul and District Arts Foundation in 2015.

"CARRIED"

10) Moved by Don Padlesky
That, we Adjourn at 22:20 Hours.

"CARRIED"

Glenn Andersen Mayor

Cindy Litwinski Recording Secretary