

Public Hearing was duly called on Monday, January 11th, 2016 at 19:00 Hours regarding By-Law #1220. A By-Law of the Town of St. Paul, in the Province of Alberta to authorize the financing from Servus Credit Union Ltd. of the financing of the guarantee granted by the Town of St. Paul to Servus Credit Union Ltd., in favour of the St. Paul Golf Club.

MEMBERS PRESENT:

Mayor Glenn Andersen, Edna Gervais, Ken Kwiatkowski, Norm Noel, Dwight Wiebe, Judy Bogdan, Don Padlesky, Harvey Filger CAO, Gary Ward assistant CAO and recording secretary Cindy Litwinski

Mayor Andersen called the public hearing to order and asked if anyone was in attendance to speak for or against By-Law #1220.

Aline Brousseau was in attendance and stated she was in favour of By-Law #1220 and is happy that Council is working with its members of the community.

Paul Boisvert was in attendance and stated that he was favour of By-Law #1220. No written submissions were received objecting to the By-Law.

- 1) Moved by Ken Kwiatkowski
That, we close the Public Hearing regarding By-Law #1220 at 19:02 Hours

“CARRIED”

Glenn Andersen Mayor

Cindy Litwinski Recording Secretary

Regular Meeting of the Town of St. Paul Council in the St. Paul Town Council Chambers on Monday, January 11th, 2016 at 19:03 Hours.

MEMBERS PRESENT:

Mayor Glenn Andersen, Edna Gervais, Ken Kwiatkowski, Norm Noel, Dwight Wiebe, Judy Bogdan, Don Padlesky, Harvey Filger CAO, Gary Ward assistant CAO and recording secretary Cindy Litwinski

DELEGATION: Town's ongoing plans for Health Care and protocol for hiring and firing of staff-Paul Boisvert

- Came here to ask questions that are important to himself as a citizen and tax payer of the community to clarify the “how” and “why” this council chooses to do different things. Not here to debate the actions that have been taken; he seeks some clarification as to the methods some things are done.
- In the last week Paul received a letter and a phone call from Mayor Andersen clarifying some of the questions he had with regard to health care. Some questions still remain:
 - ❖ How do the members of Council perceive their role to be as the leaders in the whole health care issues in this community given that some 23 years ago direct management of our hospital and health care facilities were removed from us? Does this Council believe that they have a direct role to play in what is happening in our health care facility in our community?
 - It is a tough question. Since Mayor Andersen has been here he has met with four different Ministers. Mayor Andersen has invited Paul Boisvert to join him at his next meeting with the Minister on January 25th, 2016. We are not winning the battle regarding the local health board. We have a joint Physician Recruitment Committee with the Town and County of St. Paul. The Committee is working with Rebekah Seidel from the Rural Physicians Action Plan and Kim Fleming from Alberta Health Services and the managers of the health facilities. Through that committee we get updates on the staffing at the hospitals, the Wellness Centre and doctors. We just had a meeting with all of the clinics in attendance and they have endorsed the fact that they all want to recruit doctors. Alberta Health Services at that meeting stated they had an opening to replace the doctor that left and will open up two more positions. The committee provides temporary residency when they come in. We also work with them and give them tours of the community. We show them what we have to offer. Worked with the manager at the St. Therese Health Centre when she had a shortage of staff and they had to cut back on their surgeries. The downturn in the economy has helped our facility because nurses are returning to work. Were successful in the past by getting the psychiatric office open by getting Dr. Worry here. Our hospital could use some upgrades, but we don't know where we fit on the list. The last we were told by previous Health Minister was that our hospital was by far not the worst.
 - The Foundation raises money to purchase equipment and it would take a year for approval to use the equipment in the hospital.
 - When Councilor Bogdan worked in mental health, there were e-mails and information that was shared from the Canadian Mental Health Society of Canada. There was \$3.2 billion around 2012-2013 that could have been dispersed across Canada and Alberta chose not to access any of that money. Was working with past MLA to try and get some money into Alberta so it could be dispersed to communities.
 - Meeting with the minister on January 25th, 2016-the Mayor intended to speak about how we are being dealt with regarding attractions of doctors to our Town and how other regions seem to get the doctors.

- Paul would be able to address the minister regarding how it takes up to nine months to obtain certain supplies that are required in the hospital. He needs to provide a list of what he would like to discuss with the Minister to be submitted before the meeting.
- The MS Society brings in a neurologist to our area once or twice a year. PCN is set up to bring specialists to our community. Trying to keep people in St. Paul instead of traveling to the cities for appointments.
 - ❖ The other question Paul has is in regards to the protocol Council uses when hiring employees. Not debating whether certain employees should be hired or dismissed but would like to know what protocols the Council follows in hiring and dismissing employees.
 - Council has one employee only and that is the CAO. Council has nothing to do with any protocol in hiring or terminating any staff other than the CAO. Administration makes the decisions.
 - Protocol used in hiring of the CAO-The position was advertised. Council decided on a short list and then Council interviewed the applicants and completed reference checks and made the decision on who to hire.
 - Mayor Andersen thanked Paul Boisvert for taking the time to come and discuss his concerns with Council.

PRESENTATION: DVD Presentation-Jonathan Holeyton

- Jonathan presented to Council a clip of a video he made from the Street Dance last year. This was taken at the Champions for Change presentation to the St. Paul Ag. Society. The entire video can be found at the Champions for Change Website. You can see the videos of the interviews of the St. Paul Ag. Society members.
- The DVD has been embedded onto the Champions for Change website. He made a YouTube Channel for them. When Champions for Change decided to do the Street Dance, the Board agreed that Jonathan would put together a video to highlight the volunteers and have the concept that we are a People kind of Place. In honor of the Ag. Society's 100th anniversary the intent of this DVD is to have it in our Library and possibly in our time capsule. The cost of the DVD was \$500.00.
- If council would like a copy of all the videos Jonathan would provide them on a DVD.

Mayor Andersen thanked Jonathan for his DVD presentation.

Mayor Andersen called the Regular Meeting to order at 19:28 Hours.

- 1) Moved by Dwight Wiebe
That, the Agenda be adopted with the following amendments:
Change "Protical" to "Protocol"
Change "Renumeration" to "Remuneration"

"CARRIED"

- 2) Moved by Ken Kwiatkowski
That, the minutes of December 14th, 2015 be adopted as read.

"CARRIED"

BUSINESS FROM THE MINUTES:

- Page 143-Roll off Bins: Administration is waiting for responses to the requests for quotes to haul our roll off bins to Evergreen Waste Management.
- Page 143: Visual Arts: Dennis has not had an opportunity to look into outside lights due to Christmas Holidays.

- Page 148: Portage College Sports & Education Dinner on April 22nd, 2016. Clarified that the event is on a Friday.
- Page 151: Community Donations Policy: The policy will be tabled until we have a CFO in place The CFO will create financial administrative laws and procurement policies.

COUNCIL COMMITTEE REPORTS:

Dwight Wiebe

- No Report

Norm Noel

- No Report

Judy Bogdan

- No Report.

Don Padlesky

- January 7th, 2016 attended the Lions meeting. The sound system for the music trailer has been purchased and it is being stored at the Lions Den. The company who was supposed to build the trailer has gone out of business. They are now working with Xtreme Oilfield on the design and construction of a trailer. The Lions also purchased a thermal imaging camera and donated it to the Fire Department. In turn the Fire Department has kindly helped the Lions with bingos.
- December 29th, 2015 attended the MD Foundation Board meeting. TELUS is in the process of converting the residents over to optic TV at Sunnyside Manor. The admin office has had their new computers and photocopiers installed. The IT person is in the process of installing computer systems into the lodges in Elk Point and St. Paul. Sunnyside has 113 units, one vacancy and 33 applicants. Heritage Homes Phase I has 30 units, 0 vacancies and 21 applicants. Heritage Homes Phase II has 24 units, 0 vacancies and 13 applicants. The budget was passed, there was an overall increase of 3.2% and the total budget is \$3,462,079.00. There is a shortfall of \$176,558.00 which will come out of the amortization account.
- Friday morning met with Pierre Lamoureux from Lakeland Cross-Country Ski Club. He wants to partner up with the Town of St. Paul and its Golf Course use. Would like the Town of St. Paul Golf Course to purchase equipment to groom the golf trails in the winter. They do not have the man power to groom both the Golf Course and the Cooknell's. They need help in moving the equipment. Explained to Pierre that it would be better to look into this in the fall of 2016 as we are still in negotiations with transferring title and equipment regarding the Golf Course.

Ken Kwiatkowski

Evergreen Waste Management

- Attended the meeting on December 16th, 2015
- We have asked our consultant to look into if we would be able to start hauling our leachate to an open pit/lagoon. We need to get permission from Alberta Environment. There are a couple of sites that we are looking at. We need to do some soil testing for compaction and what type of liner would be needed.
- We are waiting until the budget is done to see if we should purchase a machine to remove Freon. The cost of the machine is around \$4,000.00.
- Alberta Care is asking for a meeting with the Premier and the Minister of Municipal Affairs to talk about private haulers, hauling garbage outside their boundaries and that private landfills don't have the same rules that commissions do.
- Evergreen sent out their proposal to Beaver River Waste Management (BRWMC). The proposal was:
 - ❖ Minimum 10,000 tonnes-\$61.00 per tonne
 - ❖ 10,000-15,000 tonnes-\$57.96 per tonne
 - ❖ 15,000-20,000 tonnes-\$54.90 per tonne
 - ❖ Over 20,000 tonnes-\$48.50 per tonne

- Mayor Andersen discussed the proposal to Beaver River. The Town of St. Paul pays approximately \$84.00 per tonne and then we are requisitioned a little over 40% of the deficit so we end up paying up to \$150.00 per tonne and we are a member of Evergreen Regional Waste Management. They are proposing lower rates to Beaver River who is outside of the County and not a member. As a member we are responsible for all of the contamination.
- Reviewed our financials and we are in an operating deficit of \$240,088.70. Believe the deficit is up to the end of November. Evergreen will be sending requisitions to the Municipalities for their portion of the deficit. Unsure of what date the requisitions will be sent out.
- 2016 budget: approved 50% of the budget as they are waiting to receive a response to our bid to BRWMC. We are expecting to hear back from Beaver River in the middle of January.
- Jim Donaldson from Alberta Wood Waste Recycling Association did a presentation on how a landfill could recycling wood products and turn it into a profit. They could use wood products to cover the landfill, which has to be done daily. Could have businesses bring in their wood products to dispose of them. For example: swamp pads. The life span of a swamp pad is 1-2 years so there are a lot of them that need to be shredded or dealt with.

Recreation Board

- Attended meeting on December 16th, 2015.
- The boiler for the hot tub at the swimming pool has been replaced.
- The lights at the Tourist Information Centre are all working again.
- Lights at the Foundry rink are installed.
- Put up Scoreboards at the ball diamonds.
- The Arenas are busy with tournaments.
- The swimming pool has added new staff. The staff is now able to offer some of their own training in Standard First Aid, WSI course.
- There were over 5,000 people that used the pool in the month of November.
- The pool should have a plan for future upgrades incase a grant becomes available.

Community Futures

- Went through our loan portfolio and everything is going good.
- Have set the meeting dates for 2016. The meeting will be on the third Thursday of every month and the meeting will start at 5:30P.M. instead of 5:00 P.M.
- In the New Year the Loan's officer will be doing a business presentation at the high school and Blue Quills.
- There are two Farmers Markets in Town. One is on Tuesday's and the other is on Friday's. The Tuesday's Farmers Market starting in April will be at Portage College on Thursday's from 12:00P.M. -6:00P.M.

Edna Gervais

- December 18th, 2015 attended the Renewable Energy Center in Vermillion. There were some great innovative ideas that we could possibly use to reduce utility costs on some of the Town buildings.
- Would like to attend a one day workshop called "Driving Innovation in Northern Alberta". The course is free of charge. It would be one day in Athabasca. Due to being on HUB and Chamber committees it would be beneficial to attend this workshop.

3) Moved by Judy Bogdan

That, Edna Gervais attend the Driving Innovation in Northern Alberta workshop in Athabasca on February 3rd, 2016.

"CARRIED"

MAYOR'S REPORT:

Glenn Andersen

- The tour in Vermillion was very interesting as we are looking at the combined heat and energy for the swimming pool and recreation area.
- Received a letter from St. Paul & District Hospital Foundation requesting the Town's support by allowing them the use of the Recreation Centre, table cloths and chair covers free of charge. They will have an all-inclusive use of the Recreation Centre at no charge. They are raising funds this year to purchase two Panda Warmers at a cost of \$36,000.00 each. You can also support them by donating a silent auction item and/or purchasing a table of 8 for \$480.00.

4) Moved by Norm Noel

That, we allow the St. Paul and District Hospital Foundation the all-inclusive use of the Recreation Centre on March 5th, 2016 at no charge. We will also purchase a table of 8 for \$480.00.

"CARRIED"

- Shiver Fest is on Family Day. The FCSS manager is asking Council to participate once again by cooking breakfast. Council will participate and cook the breakfast for the event. Administration will inform FCSS that they are available.
- Received information from the Alberta Order of Excellence inviting us to nominate a deserving Albertan to become a member of the Alberta Order of Excellence. The Alberta Order of Excellence is the highest honor that can be bestowed on a citizen of this province. You can nominate a citizen who has made significant contributions to the lives of other Albertans. Will add it to the Town of St. Paul website.
- The Public Works & Utilities meeting falls on Family Day. Will discuss rescheduling the February meeting at the January meeting.
- Muni-Corr had a meeting today and the Ronald McDonald House is doing an upcoming run on the trail. The date is to be announced.

ADMINISTRATION REPORT:

- Received a letter from the Board of Directors from the St. Paul Golf Club to sell their assets for the sum of \$120,305.38 to the Town as well as to provide the option of first refusal to buy the inventory from the Pro Shop for \$20,000.00.

5) Moved by Ken Kwiatkowski

That, we rescind Motion 8) "That, we choose option #1 to instruct the Administration to advise legal counsel to forward an Assignment of Security request to the Servus Credit Union" from the December 14th, 2015 Town of St. Paul Council meeting.

"CARRIED"

6) Moved by Norm Noel

That, The Town of St. Paul purchases the assets from the St. Paul Golf Club for the sum of \$120,305.38 and have the option of first refusal to buy the inventory from the Pro Shop in the amount of \$20,000.00.

"CARRIED"

- Would like to thank Councilor Wiebe and Gervais for participating in the interviews for the hiring of a new Director for Public Works. The successful candidate was Don Holmes. He brings a wealth of experience both in Alberta as well as in the North. He has all his mechanical tickets, is licensed to operate an airport as well as he has his second level water certification. Has a tremendous managerial background. During his reference checks I spoke with legislators from the territories, the president of Magma industries, lawyers that have worked with him and he came through with flying colors. We look forward to him joining the Town on January 18th, 2016. He will be attending the Public Works Committee Meeting. Would like to acknowledge

the support of Bert Pruneau. Have heard good things from the people of the Town regarding the changes he has made. He will be continuing to run the Water Treatment Plant. Bert and Don will work together. Mayor Andersen thanked Harvey and Councilors for taking the time to complete the interviews

Animal License

- With our current system it is not possible to effectively set up online payments for Animal Licenses. Bellamy our Software provider is not set up to Invoice for an Animal License.
- Speaking with By-Law there has been one case so far where we had two people wanting to register the same animal. By-Law would like to look into taking over Animal License in their Department so they can verify proof of ownership if it is required when registering an animal.
- The Town of Vermillion does have on their website where they can go in and pay taxes and utilities. They do have animal license listed on their website but when speaking with staff at Vermillion, their residents need to make prior arrangements to pay their animal licenses through their website. The animal license fees are then usually added onto their water bill account and when the staff processes the payment they enter that portion under Animal License.
- It is possible to set up website payments on the Town page. Bellamy has provided a quote for yearly maintenance of \$3,087.00 and a onetime set up fee of \$17,025.66. Plus in order to set this up we would have to start to accept credit card payments to accept payments through the website. The Town Office currently does not accept credit card payments. You would also need a third payment processing party like Moneris. If we start to accept credit card payments we may have to consider user fees as the credit card companies take a percentage of each transaction and a payment processing company would also take a percentage of the transaction. Could look at a policy that if customers pay their bills with a credit card they would also pay the percentage amount that the credit card company would charge the Town. Could also look into accepting PayPal payments.
- Revenue in Animal license per year is approximately \$4,000.00-\$6,000.00.
- Council would like to see an option to purchase lifetime dog licenses as lifetime cat licenses are available. Will have to speak with By-Law as they had considered removing the lifetime cat license. The issues we have regarding life time cat licenses are when people move they don't update their address or phone numbers. When people physically come in it allows an opportunity to update that information.
- Vermillion is looking into a lifetime license and offering a discount if the animal is spayed or neutered and/or has a microchip. Administration will complete a service review on this area in the future. Could look into what other communities are doing regarding animal licenses.

Council Remuneration

- 2e) Councilors attend conferences and functions: Changed the wording to "If a Councilor commits to attend a conference or a function, or a hotel room is booked and the councilor does not participate in the conference or function (for any reason other than medical circumstances); the registration fees or ticket price, along with any hotel room or cancellation fees, must be reimbursed to the Town of St. Paul by the councilor.
 - ❖ Council would like it to be more general to include circumstances beyond their control.
- 3-Change last sentence to read "approving authorities may approve or decline approval for any cost that does not appear reasonable under the circumstances.
- Administration will work on the wording in the policy and bring it back to the next council meeting.
- By-Law #1220. A By-Law of the Town of St. Paul, in the Province of Alberta to authorize the financing from Servus Credit Union Ltd. of the financing of the guarantee granted by the Town of St. Paul to Servus Credit Union Ltd., in favour of the St. Paul Golf Club.

- 7) Moved by Ken Kwiatkowski
That, By-Law #1220 receives second reading

“CARRIED”

- 8) Moved by Norm Noel
That, By-Law #1220 receives third and final reading

“CARRIED”

- 9) Moved Ken Kwiatkowski
That, we move into Camera to discuss a personnel issue at 20:10 Hours.

“CARRIED”

- 10) Moved by Judy Bogdan
That, we move out of Camera at 21:05 Hours

“CARRIED”

- 11) Moved by Dwight Wiebe
That, we Adjourn at 21:06 Hours.

“CARRIED”

Glenn Andersen Mayor

Cindy Litwinski Recording Secretary