

Vision:

“The County of St. Paul is a vibrant community which values a high quality of life, balancing rural heritage with a diverse economy”

This Strategic Plan provides *Council's* priority direction to administration in moving St. Paul County forward in achieving the vision.

All direction give to administration is to be fulfilled adhering to the values of the County:

- ☐ Balance
- ☐ Respect
- ☐ Fairness
- ☐ Integrity
- ☐ Accountability
- ☐ Service/Serving

“Strategic Planning is a process by which we can envision the future and develop the necessary procedures and operations to influence and achieve that future”

– Clark Crouch

Strategic Business Plan 2018

County of St. Paul No. 19

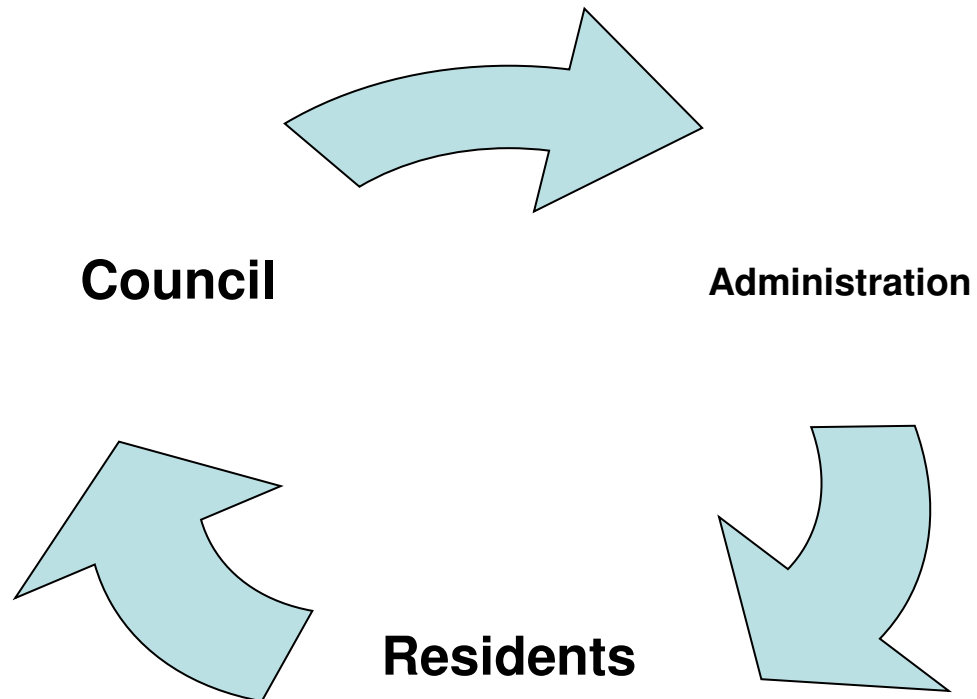


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County of St. Paul Strategic Business Plan – 2018

Vision:

The County of St. Paul is a vibrant community which values a high quality of life, balancing rural heritage with a diverse economy

Core Values:

- ☐ Balance
- ☐ Respect
- ☐ Fairness
- ☐ Integrity
- ☐ Accountability
- ☐ Service/Serving

Guiding Principles:

- 1) Balance the rural character of the County with regional vitality, orderly growth and diversified economic opportunities.
- 2) Promote environmental stewardship and conservation of natural resources.
- 3) Foster innovation and research to improve the community.
- 4) Seek collaborative approaches for effective service delivery and quality of life improvement.
- 5) Strive for operations efficiency and stability to provide affordable services to residents.

Sustainable Priorities:

- 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.
- 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 and 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 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

Action	Lead	Target Date	Quarterly Report
Explore having Annual Meeting for council to have 2017 Audited Financial Statements and an overview of 2017 accomplishments presented to the public	Council/Sheila	May 2018	2018 Quarter 1 - AGM Booked for May 8 at 7:00 pm at the Elk Point Seniors Centre. Complete
Continue with joint meetings with both the Town of St. Paul and the Town of Elk Point. Minimum 1/year	Council/Sheila	Dec 2018	2018 Quarter 2 – had a joint meeting with the Town of St. Paul – June 19, 2018. Also had several joint meetings with all municipalities as a result or working on joint projects – i.e. Recreation Study, Urban IDP’s, Regional Economic Development project. Quarter 3 – a meeting has been scheduled with the Town of Elk Point for November 6. Quarter 4 – Had a meeting with Town of Elk Point in November. Also held a meeting with all regional Councils in December to review the Recreation Master Plan Draft Report, CARES Project – Regional Economic Development Report, and the Street Light Feasibility Study Report.
Renew scholarships for the St. Paul Regional Education Division <ul style="list-style-type: none"> 3 – Scholarships at \$1,000 each for students who have high marks, community involvement, and volunteerism for students entering fulltime studies 1 – Scholarship at \$1,000 each for students entering a trade. 	Tim/Phyllis	Summer 2018	2018 Quarter 2 – Completed in 2017. Changes in place for 3 years. Quarter 3 – Scholarships awarded – to be presented to students end of October Quarter 4 – Scholarships awarded to recipients.
Council supports community groups in the St. Paul and Elk Point			2018 Quarter 1 - \$25,000 paid out to Ashmont Legion – February 2018

<p>Region to update their facilities. Support already identified for 2018 includes:</p> <ul style="list-style-type: none"> • Riverland Trail Society - \$6,720 • Elk Point Ag Society \$65,500 (CG Baker Arena) • Quarterbacks Club – lighting \$25,000 • Ashmont Legion \$25,000 			<p>Quarter 2 - \$25,000 to Quarterbacks Club – lighting project as well as provision of a \$55,000 loan to them to be paid back over 10 years.</p> <p>Quarter 3 - \$14,500 to Boscombe Hall to connect to Water Line</p> <p>Quarter 4 - \$65,500 to Elk Point Ag Society for their addition to the CG Baker Arena. \$87,500 to the Mallaig Ag Society for their renovation to the Hockey Arena.</p>
<p>Hold joint meetings to establish framework and initiate negotiations pertaining to Inter-Municipal Collaboration Frameworks</p>	<p>Sheila/Kyle</p>		<p>2017</p> <p>Quarter 2 – Inter Collaboration Committee Memorandum of Understanding is developed – approved by County, Town of Elk Point, SV of Horseshoe Bay, not approved by Town of St. Paul</p> <p>2018</p> <p>Quarter 2 – received grant from Province to work on Inter-Municipal Collaborative Frameworks with both our Urban and Rural neighbours. RFP for Urban ICF’s was posted in June. RFP for Rural ICF will be posted in July.</p> <p>Quarter 3 – Transitional Solutions Inc. was chosen as the consultant for the Urban ICF Project and the project commenced.</p> <p>Public Procurement Process was undertaken for the Rural ICF Project. Vicinia Planning and Engagement were selected as the consultant. The project will commence in the 4th Quarter.</p> <p>Quarter 4 - Had a Joint meeting with all regional Councils in October to discuss the Urban Intermunicipal Collaboration Frameworks project with consultant TSI. Negotiation meetings scheduled in the 1st quarter of 2019.</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.

Action	Lead	Target Date	Quarterly Report
<p>Continue to work on an asset management project to determine life of assets within municipality Communication plan regarding road classification</p> <p>Defer any purchase of software to 2018 or beyond.</p> <p>Implementation of Asset Management Strategy Implementation strategy to be over 5 years – Asset Management Strategy attached to this document.</p> <p>2018 Implement actions outlined in FCM grant received including levels of service for the Transportation Department along with Risk Assessments.</p> <p>Revisit the Road Classifications in the General Municipal Services Standards. Once amended, provide communication to the public about the classification and corresponding level of service.</p>	Asset Management Committee/ Darlene	Dec 2018	<p>2014 Quarter 1 - Road Classification Workshop held with Council to finalize classifications and levels of service for County roads – to be approved and communicated to residents in 2nd quarter. Quarter 3 – working with Urban Systems to determine 20 year capital plan for roads – will be bringing forward to 2015 Strategic Planning. Quarter 4 – County of St. Paul has been asked to present their Asset Management strategy and progress at the next Provincial Asset Management meeting.</p> <p>2015 Quarter 2, 2015 – The County presented the County’s Asset Management strategy at the Provincial Asset Management Committee. There is a lot of interest in the County’s approach. Quarter 3, 2015 – Administration is working to update our Asset Management system on Excel Spreadsheet, we are recommending to put off purchasing the software at this time as the spreadsheet is meeting our current needs and we do not have the capacity staff wise to undertake a new program at this time. Quarter 4, 2015 – Administration has included money in the 2016 budget proposal for analysis of County owned building and sewer infrastructure. SK Draft Asset Management Policy submitted to Kyle/Sheila for presentation to Policy Committee. Risk assessment of water/sewer lines conducted with Bryan and Danny. Working on Water/Sewer Plan as time permits. DX</p> <p>2016 Quarter 1, 2016 – Finance personnel has developed an Asset Management Policy that has been brought to the Policy Committee in March 2016 – will be considered by Council at the April Council meeting. Asset Management software purchase to be deferred to 2017 or later. Risk Assessment of County</p>

		<p>owned buildings and sewer line inspection is included in the 2016 budget.</p> <p>Quarter 2 - Asset Management Policy approved. Asset Managers to be given facilitation in July to proceed with Asset Strategy for 2017 Strategic Planning. DS</p> <p>Quarter 3, 2016 – the Asset Management Committee has meet twice in the last quarter with Urban Systems staff to begin work on an Asset Management Strategy that will move our Asset Management program forward. We will be proposing an amendment to the Asset Management Policy for Council consideration. As well we will have a strategy that will have a 3 year implementation plan to look at items like establishment of levels of service, risk assessment, and long term financial planning for County assets.</p> <p>2017</p> <p>Quarter 1 - Team has been compiling Level of Service Worksheets as per the Asset Management Strategy. DS</p> <p>Quarter 2 – Urban Systems did a workshop with the Team to better understand Level of Service Worksheets. The County made application for FCM Grant to assist with Asset Management. This was approved at \$50,000.</p> <p>2018</p> <p>Quarter 1 – working in our cross function team on levels of service and risk management for Public Works, Utilities, Parks, and Waste Management as part of the FCM grant. Council to be updated in 2nd quarter.</p> <p>Quarter 2 – Council was updated with the work the Asset Management Team has completed so far regarding levels of service and risk. We also commenced project with County of Two Hills regarding road condition assessment which will further our level of service work for roads. Council has asked Administration to begin work on Road Classification review which is scheduled for Quarter 3.</p> <p>Quarter 3 – the review of the Road Classification System/20 year plan has been completed and will be shared with Council in</p>
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			<p>changes to equipment by Aware 360</p> <p>2018</p> <p>Quarter 2 – equipment has been ordered for 2 supervisor vehicles, 2 gravel trucks and one loader.</p>
<p>Council to continue to make application to participate in the Internship Program offered through Municipal Affairs as this provides mentorship to up and coming municipal administrators and/or municipal finance staff.</p> <p>2018 – offer Kaitlyn Kenney 2nd year option for internship. If 2017 application is successful, hire and mentor Administrative Municipal Intern with a focus on Communications.</p>	Kyle/all departments	May 2018	<p>2017</p> <p>Quarter 1 - Kaitlyn Kenney has been hired and will commence employment on May 8th</p> <p>Quarter 2 – Kaitlyn Kenney has started working for the County and is engaged in a variety of projects</p> <p>2018</p> <p>Quarter 1 - Kaitlyn has agreed to stay for year 2.</p> <p>Hailey Hewstan Gish has been hired – She will start May 7th . Hailey has a degree in communications.</p> <p>Quarter 3 – Hailey and Kaitlyn are involved with a variety of projects.</p> <p>Quarter 4 – The County has received notice that Kaitlyn and Hailey have accepted new jobs and will be leaving the County in the 1st Quarter of 2019.</p>
<p>Communication Plan:</p> <ul style="list-style-type: none"> • Ongoing review and updating of County website • Explore Social Media for County of St. Paul – Facebook, Twitter – Need to develop policy around this- decide on time requirement – who do we allocate the responsibility 	<p>Sheila</p> <p>Paulette</p> <p>Kyle</p>	<p>Ongoing</p> <p>Dec 2018</p>	<p>2017</p> <p>Quarter 2 – We are continuing to use website, newspaper, radio spots as well as a newsletter sent with tax notices to communicate with the public. We have not proceeded with social media as we do not have the staff capacity to stay on top of social media communication.</p> <p>2018</p> <p>Quarter 1 – Kyle Attanasio is coordinating the use of radio ads to better utilize those ads to communicate to the public about happenings at the County. Staff are currently working on Annual Newsletter that will go out with Tax Notices. The annual budget document provides readers with highlights from</p>

<p>to?</p> <ul style="list-style-type: none"> • Annual Newsletter • Continue with Radio spots • Continue Newspaper County Page 8 	<p>Kyle/Paulette</p> <p>FCSS</p> <p>Phyllis/FCSS</p>	<p>May 2018</p> <p>Ongoing</p> <p>Ongoing</p>	<p>2017 and budgeted plans for 2018. Additionally, Administration updates the Strategic Plan quarterly and posts on the County’s webpage.</p> <p>Quarter 2 – Hailey Gish is working on the County’s Communication Plan. She is currently interviewing staff regarding our current communication processes and looking for their views on increased communication. At the same time she is reviewing our website and working with our website designer on improvements we can do in the short term.</p> <p>Quarter 3 – We have been working with Hailey Gish, Municipal Intern (Communications Coordinator) taking the lead on improving our website, developing a new Strategic Plan format, development of a Social Media policy (to be considered by Council in late 2018)</p> <p>Quarter 4 – Council has determined new Mission, Vision, and Values Statements for the County. These have been incorporated in the new Strategic Plan/Operational Plans that have been rolled out and approved. The current website has a new look and feel, but it is still cumbersome to work with, therefore a new website is in the 2019 plan. A Social Media Policy has been approved and anticipate that the County will roll out social media platforms in 2019.</p>
<p>Develop a Digital Records Strategy that would include land files and planning and development files tying records to GIS mapping system Carryover into 2018.</p>	<p>Linda/Admin staff</p>	<p>Estimate 3-year program - complete Dec 2020</p>	<p>2017</p> <p>Quarter 1 – Still a work in progress</p> <p>Quarter 2 – working with our GIS/Assessment providers and our IT providers to develop a strategy to file our land files and P& D files electronically. We also had a presentation from iCompass to review options for filing of other data.</p> <p>2018</p> <p>Quarter 1 - Signed agreement with Digital Connections to set up electronic filing system – will start by scanning land files that will be linked into the GIS System. Project should be underway in early May.</p> <p>Quarter 2 – the software and hardware is now installed. Staff have received training to begin project. Anticipate that more work will happen on the project in 3rd quarter as we were very</p>

			<p>busy with tax collection to the end of quarter 2.</p> <p>Quarter 3 – Summer Student started scanning files and staff continue to work on it as time permits.</p> <p>Quarter 4 – the scanning of records is continuing by Administration staff.</p>
<p>Hold meeting with Additional Named Insured Organizations (ANIs) for the purpose of re-familiarizing ANIs with insurance requirement and protocols</p>			<p>2017</p> <p>Quarter 1: ANIs meeting scheduled for May 11th</p> <p>Quarter 2: Meeting with ANIs has been held; approximately ½ of ANIs were represented at the meeting; administration is planning to hold a second session in the Fall to ensure all ANIs can attend</p> <p>2018</p> <p>Quarter 3 – Kyle continues to work with our ANI's to ensure they understand our insurance program.</p> <p>Quarter 4 – Ongoing efforts are made to communicate insurance information to ANIs</p>
<p>Make regional applications under the ACP Grant fall 2017 to implement in 2018:</p> <ul style="list-style-type: none"> • ICFs (Rural) • ICFs (Urban) • Storm Water with St. Paul as per AER • Transportation Study • Other? 	<p>Sheila/Kyle/Krystle/Kaitlyn</p>	<p>Dec 2018</p>	<p>2018</p> <p>Quarter 1 -Received approval</p> <p>ICFs (Rural) - \$200,000</p> <p>ICFs (Urban) - \$200,000</p> <p>Storm Water (in partnership with Town of St. Paul)– \$195,000</p> <p>Transportation Study (in partnership with County of Two Hills) - \$67,500</p> <p>Quarter 2 – RFP and award for Stormwater Plan for St. Paul has been done. WSP will be working with the communities to complete this plan.</p> <p>An RFP for the Urban Inter-Municipal Collaborative Frameworks has been posted in June.</p> <p>The county and County of Two Hills have commenced working with Urban Systems and Muni-sight on the rollout of the transportation study with is a road condition application to assist with Asset Management for both municipalities.</p> <p>The RFP for Rural Inter-Municipal Collaborative Frameworks</p>

			<p>will go out in early July.</p> <p>Quarter 3 – Municipalities are working towards finalizing projects for the 2018/2019 intake. Applications to be submitted in the 4th Quarter once authorized by Council.</p> <p>Quarter 4 – ACP Applications were submitted for a Regional HR Framework Development Project, Stormwater Management Plan Projects in Elk Point and the Summer Village of Horseshoe Bay, and for a Regional Economic Development Strategic Plan Project; results are expected to be announced in the 1st Quarter of 2019.</p>
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Administration – Policy			
Action	Lead	Target Date	Quarterly Report
<p>Policies/Bylaws to draft or review</p> <ul style="list-style-type: none"> • Salt Management Plan • Procurement Policy • Employee Code of Ethics – update • Council Code of Ethics – per new MGA • Public Participation – per new MGA • Update HR policies to coincide with changes to the Employment Standards Code. • Reimbursement for expenses policy – consistent with CRA guidelines • Fit for Duty policy 	Kyle		<p>2017</p> <p>Quarter 1 – Policy Meeting scheduled for 2nd Quarter</p> <p>Quarter 2 – Policy Meeting held on June 23rd; policies will be brought before Council in Quarter 3 and another Policy Committee meeting has been scheduled for Quarter 3</p> <p>2018</p> <p>Quarter 1 – Policy meeting was held in late December 2017 to ensure that we had policies approved that coincided with the Employment Standards Code Changes. Policies were changes Dec 19 at a special council meeting that dealt with:</p> <ul style="list-style-type: none"> • Overtime HR-21 • Statutory and Declared Holidays HR-30 • Guaranteed Wage for Grader Operators HR-74 • Leave of Absence HR-113 <p>Quarter 2 – Policy meeting held the end of June – policies to be considered by council in July.</p> <p>Quarter 3 – Council Code of Conduct and Public Participation Policy has been passed in accordance with Municipal Government Act requirements.</p> <p>Policy Committee upcoming in the 4th Quarter. Procurement Policy and other emergent policy issues will be addressed.</p>

			<p>Quarter 4 – The following new bylaws and policies were approved this quarter:</p> <ul style="list-style-type: none"> • Intermunicipal SDAB Bylaw • Cannabis Consumption Bylaw • Board Members’ Code of Conduct • Procurement Policy • Fitness for Duty Policy • Social Media Policy • Council Remuneration and Expenses Policy • Employee Business Expenses Policy <p>Approximately ten other policies were amended during this Quarter.</p>
Reorganize Agreements	Kyle	Dec 2017	<p>2016</p> <p>Quarter 1 – No action yet; aiming for second quarter</p> <p>Quarter 2 – Started reviewing agreements that require updating and identifying areas where agreements require development</p> <p>Quarter 4 – Standard agreement finalized; will explore organizing agreements in the new year.</p> <p>2017</p> <p>Quarter 1 – No action yet; joint servicing agreements will start being reviewed in Quarter 2</p> <p>2018</p> <p>Quarter 1 - Working on compiling complete list of agreements</p> <p>Quarter 3 – As we enter the ICF Process, agreements will be reviewed in detail.</p>

Administration – Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report
Continue Succession planning processes that will ensure staff are ready for new roles as staff retire in	Sheila	Dec 2016	<p>2016</p> <p>Quarter 1, 2016 – An Organization review was conducted by</p>

<p>the coming years. \$35,000 team building, leadership training, knowledge transfer (Asset Mgt/GIS database)</p> <p>Continue courses - Consider leadership/team building courses late in 2018 to encompass new staff</p> <p>Cross Training of staff positions nearing retirement.</p> <ul style="list-style-type: none"> • In preparation for change in Finance Department hire new staff for department Oct 2018 for training/cross training to be ready for retirement in 2020. • Continue training and knowledge transfer for GIS/Taxation Technician. 			<p>Nichols Applied Management – Jeff Bellinger during the last quarter of 2015 – his report was delivered to Council in February 2016 and is available on the County’s website. He has suggested some reorganization of departments as key individuals consider retirement. Leadership Training has been started for County staff in February and will be completed in April 2016. Quarter 2, 2016 – Leadership Training completed in April 2016. Quarter 3, 2016 – Staff who have missed courses in the training will be able to pick up these courses outside of the County.</p> <p>2017</p> <p>Quarter 1-3 – Crystal St. Arnault continues to train, learn, and document processes for the GIS/Taxation Technician position.</p> <p>2018</p> <p>Quarter 1 – Budget includes new position in Corporate Services to commence in October 2018 to train in Payroll, so Payroll person can crosstrain with Finance Officer.</p> <p>Quarter 3 – New Finance Technician has been hired and will commence employment in the 4th Quarter.</p> <p>Quarter 4 - we have received notice that one of our Administration clerical staff is retiring. We will be recruiting a new staff member in the 2nd quarter of 2019.</p>
<p>Continue Team building for all staff – minimum of 2 events per year</p>	WHSC	Fall 2018	<p>2017</p> <p>Quarter 1 – Team Building event scheduled for April 7th.</p> <p>Quarter 4 – Team Building event held October 27</p> <p>2018</p> <p>Quarter 1 – Regional Team Building event is scheduled for April 27, 2018.</p> <p>Quarter 4 – Team Building event was held October 12.</p>
<p>Explore Employee Attraction and Retention Strategies:</p> <ul style="list-style-type: none"> • Employee Engagement Survey – every 2-3 years – last one completed in 2015 <p>Consider a subsequent</p>	Sheila/Janice	Dec 2017	<p>2017</p> <p>Quarter 1 – County will participate in Career Fair on April 12, 2017 that will include Students from the St. Paul Region – over 550 students. The County will have a hands-on demo of a grader simulator as well as another site to discuss other career opportunities with the County.</p>

<p>Employee Engagement Survey in 2018 following reorganization and retirements. Expected cost \$5,000</p> <ul style="list-style-type: none"> • Contact SPERD for opportunities to present to Grade 6 and 11 classes regarding municipal government. Career opportunities in municipal government. • Continuation of Team Building Events • Succession Planning – Effective Teambuilding and Leadership series • 360 reviews for Management team. • Explore ways to find and retain skilled employees • Complete more background research when hiring. Check resumes better • Exit interviews • Formal Compensation Survey/Review including review of job descriptions and interviews with staff and council where necessary. Estimated cost \$35,000 			<p>Quarter 3 – County attended Job Fair held on Saddle Lake First Nation in September.</p> <p>2018</p> <p>Budget includes allocation for 360 reviews for the Management team, and more team building/leadership training. As well the budget includes allocation for job description reviews.</p> <p>Quarter 3 – 360 Reviews are complete for most managers. Public Works to be completed in 4th quarter. Administration is working with an HR consultant to provide descriptions to the Compensation levels developed in 2017. As well she is doing a complete revision of all job descriptions for the County. This project has commenced in Q3 and will be complete by the end of the year.</p> <p>Quarter 4 – the Job Description project is complete and all staff will be presented with their new or revised job descriptions as part of their Performance Evaluation at the end of 2018 or early 2019. We will continue to work with the HR consultant to address other needs in the organization in 2019.</p>
Continue to monitor and update the new Performance Appraisal	Sheila	Jan 2017	<p>2017</p> <p>Quarter 1 – Supervisors have attended training sessions and</p>

System to ensure it meets the needs of management and staff.			<p>performance appraisal system has been updated to reflect industry best practices and suggestions from supervisory team; performance appraisals to take place in 2nd Quarter. The new process has been rolled out to staff in March 2017.</p> <p>Quarter 2 – Many of the employee performance appraisals have been completed. We are trying to move the process to fall to coincide with moves on salary grids in January.</p> <p>2018</p> <p>Quarter 1 - Performance Appraisals were initiated late fall 2017 and completed in January 2018.</p> <p>Quarter 3 – Performance Appraisal forms will see a small revision and appraisals will be completed in Q4.</p> <p>Quarter 4 – Managers are busy completing performance appraisals for staff.</p>
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Goal 3 – Assessment

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

Action	Lead	Target Date	Quarterly Report
Work with Accurate Assessment to ensure correct assessment of properties in the County of St. Paul and communicate any required changes to residents as procedures and methodologies change in the assessment department. Implement changes once a complete cycle	Accurate/Sheila	ongoing	<p>2018</p> <p>Quarter 1 – Accurate Assessment attended a meeting with County Council in early April to update council regarding the assessment process and progress made since they have taken over the assessment contract.</p> <p>Quarter 2 – open houses were held for residents who had questions regarding their assessments in June.</p>
Determine strategy regarding centralized assessment of industrial properties. Try to ensure smooth transition. Audit procedure?? Entry into CAMALOT system.		As new MGA is proclaimed	<p>2017</p> <p>Quarter 1 – Administrative staff have attended 2 meetings with Alberta Municipal Affairs team to hear how they plan to roll out the change for assessment of Designated Industrial Properties.</p> <p>Quarter 2 – Municipal Affairs is looking for information from municipalities regarding their designated industrial properties to</p>

<p>Negotiate hybrid method of Assessment delivery for Designated Industrial Properties – work with the Province during the transition process to centralized assessment for these properties.</p>			<p>be forwarded to them in the 3rd quarter. Still no definite information received regarding the process.</p> <p>Quarter 3 – Received confirmation from Alberta Municipal Affairs that the County has been selected to provide assessment services to the province for our Designated Industrial Properties – agreement to follow.</p> <p>2018</p> <p>Quarter 1 – County signed Hybrid Agreement with the Province to provide assessment for Designated Industrial Properties in the County for the 2018, 2019, and 2020 tax years. The County has an agreement with Accurate Assessment to be our assessors for the next several years, for both residential, non-residential, and designated industrial property assessment. As part of the Hybrid Agreement, the County will invoice the Province for the cost of providing the assessment on Designated Industrial Properties which will include the cost of assessors as well as County staff. The Province provided the requisition amount required to be collected from Designated Industrial Property owners at the end of March. This requisition and tax rate form part of the County’s 2018 budget.</p> <p>Quarter 2 – County staff continue to work with the Province and our assessors regarding the change to centralized assessment for Designated Industrial Properties. Staff are participating in webinars and training sessions put on by Municipal Affairs. The CAO has been meeting with the Deputy Minister regarding the change as part of the Alberta Rural Municipal Administrators Association.</p> <p>Quarter 3 – Administration continues to work through the first year of the Designated Industrial Property assessment. We have responded to the consultation process for the Regulation that is being developed by the province for the assessment of these properties.</p> <p>Quarter 4 – all assessment records for Designated Industrial Property have been transferred to the Province. Administration is working with the software provider to try to ensure a smooth transition into our financial program for the taxation of these properties in 2019.</p>
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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

Action	Lead	Target Date	Quarterly Report
Explore opportunity around high speed internet for the County – what it means for Economic Development.	Sheila	Dec 2017	<p>2017</p> <p>Quarter 1: Administration has attended workshops with Alberta HUB. HUB is currently carrying out a broadband project in collaboration with the Northern Alberta Development Council. MCSNet has indicated they are interested in applying for a Federal Grant to run fibre to some of our communities.</p> <p>Quarter 2 – Council provided a letter of support for MCSNet’s grant application.</p> <p>2018</p> <p>Quarter 1 – MCSNet has received the Federal Government grant they applied for and will be running fiber in Highway 28 – they plan to connect the communities of Ashmont and Mallaig with fiber as they carryout their project. Additionally, the County is constructing a communications tower as part of the Water Transmission Line project that will bring water from Ashmont to Mallaig. The County will work with MCSnet to allow them access to this tower to enhance service in that area.</p> <p>Quarter 4 – MCSNet has requested assistance from the County to mail out letters to residents of Mallaig where they hope to bring fibre to the homes. The County is currently reviewing a municipal access agreement for the installation of fibre in Mallaig to give them authority for the installation.</p>
Explore opportunities for application under the new provincial CAREs program for regional economic development	Sheila/Kyle	Dec 2017	<p>2017</p> <p>Quarter 1: Meeting with local economic development organizations set up for 2nd Quarter</p> <p>Quarter 2: CARES Grant Application submitted in Quarter 2; awaiting results which are anticipated in Quarter 3.</p>

Implement CARES grant if we are successful - development of a Regional Economic Development Strategy			<p>Quarter 3: We are still waiting for results of grant application submitted.</p> <p>2018</p> <p>Quarter 1 – The County is successful in obtaining the CARES Grant. We will be working with a consultant to develop a Regional Economic Development Strategic with our Regional partners – Town of St. Paul, Town of Elk Point, and SV of Horseshoe Bay. The procurement for a consultant has started in the 1st Quarter, and we will choose a consultant by the end of April.</p> <p>Quarter 2 – Nichols Applied Management has been the selected consulting firm to undertake the Regional Economic Development project. The scope of the project has been changed to better reflect the budget for the project. We will be looking at the strengths and weaknesses of our region and identify capacity issues and opportunities as part of the work under this project.</p> <p>Quarter 3 – Project is ongoing. Nichols Applied Management anticipates completing the project in the 4th Quarter. A meeting will be held with the Regional partners to report the findings.</p> <p>Quarter 4 – Nichols Applied Management presented the draft report to the four municipal councils; the report will be formally accepted by the councils during the first quarter of 2019.</p>
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Goal 5 – Fire

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

Action	Lead	Target Date	Quarterly Report
New Equipment for Ashmont Fire Department <ul style="list-style-type: none"> Rescue Mannequin \$1700 	Tim/Ashmont Fire Chief	Dec 2018	<p>2018</p> <p>Quarter 1 – Rescue Mannequin purchased</p>

<ul style="list-style-type: none"> ○ Bunker Gear \$4000 ○ PPV Fan \$3000 ○ Air Compressor for hall \$2000 ○ New Radio \$2000 ○ SCBAs & Bottles \$8000 ○ Cabinets/Toolbox for unit 44 & 45 \$4000 ○ Fire Hose/Valves/Fitting \$8000 <p>Consider new Tanker Truck \$270,000 – 420,000</p> <p>Future Truck Replacements: 2020-21 – Rescue Truck \$250,000 – 300,000 2021-22 – Pumper Truck \$500,000 2021-22 – SCBAs \$50,000 2022-23 – Bush Truck \$100,000</p>			<p>Quarter 3 – Purchased used Tanker Truck for Ashmont and it is in service. Quarter 4 – Purchases completed for 2018</p> <p>2018 Quarter 1 – 120,000 included in the 2018 budget as a transfer to reserves for the future purchase of a Water Tanker truck for Ashmont Fire Department Quarter 3 - This budget item was moved to Capital for the purchase of a used Tanker Truck.</p>
<p>New Equipment for Mallaig Fire Department:</p> <ul style="list-style-type: none"> ○ Helmets \$3000 ○ 2-SCBA Packs w. tanks \$10,000 ○ 4-Carbon Fiber Spare tanks \$4,500 ○ Modify cabinet \$2500 ○ Desk/equipment \$2000 ○ Nozzles/fittings \$1000 ○ Hose \$2400 ○ Decals \$800 ○ Miscellaneous \$1800 ○ Training \$2000 	Tim/Mallaig Fire Chief	Dec 2018	<p>2018 Quarter 1 – Purchases deferred to 2nd quarter. Quarter 2 – 2 SCBA Packs purchased. 4 Carbon Fiber spare tanks purchased. Quarter 4 – Purchases completed for 2018</p>
New Equipment for Elk Point Fire	Tim/Elk Point Fire	Dec 2018	2018

Department <ul style="list-style-type: none"> • Radio's • Bunker Gear • Rubber Hoses • SCBA Packs • Compressor 	Chief		Quarter 1 – Purchases deferred to 2nd quarter. Quarter 4 – Purchases completed for 2018
New Equipment for St. Paul Fire Department <ul style="list-style-type: none"> ○ Mini-Pumper \$100,000 – in 2019 St. Paul Future Truck Replacements <ul style="list-style-type: none"> ○ 2019 – Command Unit (Jointly owned with Town) ○ 2020- Pumper (2004 Freightliner M2 – 900 gallon tank) ○ 2026 – Rescue Truck (2011 Freightliner M2) ○ 2027 – Tanker (2007 Freightliner M2 Tandem – 3000 gallon tank) ○ 2036 – Rescue (2016 Ford F550 Super Duty 4X4) 	Tim/Trevor	Dec 2018	2018 Quarter 2 – Mini-Pumper deferred until 2019
QMP update – inspection of commercial buildings in St. Paul	Trevor/Tim	Winter 2017	2017 Quarter 1 – On going. Quarter 2 - On Hold – Reviewed once with County Council, will review again in the future. – TREVOR
Continue annual capital contribution for fire equipment to be set up in reserve to even out budget requirements over the years. - \$136,000	Sheila/Darlene	Dec 2018	2017 Quarter 1 - 20 Year Replacement Reserve approved in Interim Budget 2018

			Quarter 1 – 20 year Replacement Reserve approved in the Interim Budget (increased from 2017 at \$96,000 annually to \$136,000 as the replacement of pumper trucks reduced from 25 years to 20 years)
Explore having an independent Fire Fighter Engagement Survey for each department.	Tim		2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – First draft completed. To be reviewed by Fire Chiefs mid July. Quarter 3 – Final draft completed. To be distributed to Department early 4 th quarter. Quarter 4 – Survey closed Nov. 30/18. Received Final Report. To be presented to Fire Chiefs early 2019.
Coordinate EAP Program to provide information to Volunteer Fire Fighters regarding benefits they can access.	Tim		2018 Quarter 1 – Deferred to 2 nd quarter – scheduled for April. Quarter 2 – EFAP information sessions completed for Ashmont, St. Paul and Elk Point Quarter 4 – Defer presentation to Mallaig to 2019
Explore having a Full Time paid Deputy Fire Chief that would provide services to all four fire departments in the County to enhance Administrative and Training efficiency and coordination	Tim		2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Hired Henry Thomson. Starting August 13/18 Quarter 3 – Deputy has commenced duties and is working with all four fire departments.

Goal 6 – Emergency Management & Occupational Health and Safety

Goal 6: That the County proactively is prepared for emergencies that may arise in the region. Safety of staff is important for everyone. The County will provide the tools, training, and oversight to ensure the safety of staff and others working for the County.

Action	Lead	Target Date	Quarterly Report
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Continue Regional Emergency Management Training	All required	As required	<p>2017</p> <p>Quarter 1 - Elk Point Allied Arts Center back-up power has been complete. The Town of St. Paul generator was brought out and a load test was conducted on the bldg. and generator. The generator is at its max to run the bldg.. No A/C can be used as it draws too much power.</p> <p>Sim Cell mock exercise is scheduled for the 3rd Q.</p> <p>AFRRCS radios are in and have been given to Elk Point, St. Paul, Ashmont fire chief's. One radio had to be sent back for an upgrade. That will be for Mallaig. The base stations are also here and will be going into the ECC at the St. Paul and Elk Point fire hall ECC's.</p> <p>The REMP was reviewed and updated. Changes of the REMP were sent to all stakeholders.</p> <p>Ongoing training for new Agency members and past ones who need to complete specific training.</p> <p>Emergency Preparedness Week is May 7-13 this year. We'll be setting up tables again in St. Paul and Elk Point Coop.</p> <p>Quarter 2 – Emergency Preparedness Week went well. Lots of information was provided to the public. We had 2 locations set-up, Coop in St. Paul and Coop in Elk Point. We conducted a draw for EP Week. 3 people won EP Kit, a wilderness first aid kit, and a regular first aid kit.</p> <p>Work has continued with the development of the Sim Cell exercise. Will be working with AEMA on it soon for feedback.</p> <p>A lot of people have been signing up for the CommAlert System. This was triggered by the funnel cloud that was spotted west of St. Paul June 28, 2017.</p> <p>Setting up and organizing training for the Emergency Agency and Committee.</p> <p>Updating the REMP with contacts again.</p> <p>Emergency Mgmt. Facebook is getting a lot of use and attention by the public. Great use of social media to get our messages out.</p> <p>2018</p> <p>Quarter 1 – Moved into new ECC/Safety Training Center in</p>
Regional Emergency Management exercises. ESS Exercise in Elk Point for 2018	Rob	Fall 2018	
Continue Implementation of Mass Notification System	Rob	1 st quarter 2018 - ongoing	
Set up larger ECC – St. Paul – Potentially in Town of St. Paul Office – old FCSS location (lower level)	Rob	Early 2018	
Community readiness/education sessions	Rob	Ongoing	
Consider additional purchase of AFFRCS radios for Fire Departments. Perhaps through granting process?	Rob	Upon grant approval	
Fire Smart Program – find and support local champions in order to make grant application for the same. Work with SV of Horseshoe Bay who has a champion already.	Rob	Dec 2018	

		<p>the lower level of the Town of St. Paul Administration Office.</p> <ul style="list-style-type: none"> • ECC almost fully operational. Need to get radios hooked up. • One bathroom will be renovated and turned into a storage room. • Keys were given to the Deputy DEM's to access the bldg.. for an emergency after hours. • Phone lines are connected. Additional phone lines are being ran as emergency lines for ECC staff. <p>Applied for 2 grants through FRIAA. One for \$500 and the other for \$70,000. We were successful for the \$500 public education grant. We'll plan a day in June to do the public awareness/education.</p> <p>Alert System still has people signing up. We will be promoting it again during Emergency Preparedness Week May 7 – 11. We are also promoting it on our Facebook page. We have all Stakeholder ERP's. They all have ours. We have a good relationship with them, they want to participate in any mock exercises we do, and they want us to attend theirs. Mock exercise will happen in the ECC once radios are up and running. Plan is to test the ECC to see what works and what needs to be changed.</p> <p>EAC and REMA members are ongoing with their training, we've had some changes and have had to send people to take some courses. Lots of courses are being offered by AEMA, Rob will send to the people who need to attend.</p> <p>AFRRCS radios are running. We ordered a few more radios for the Rescue Trucks for all the FD's with the leftover grant money from the ACP Grant that was acquired to update Communication Towers.</p> <p>HRVA will need to be scheduled for this year. Looking at the 3rd Q.</p> <p>Quarter 2 –</p> <p>Radios were installed in the ECC by Oba Tel Inc.</p> <p>Maps put on the walls and covered with plexy glass so they can be drawn on.</p> <p>Received more ERP's from Oilfield Stakeholders in the area</p>
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		<p>doing work.</p> <p>Training is on-going for the Committee and Agency members.</p> <p>Met with Red Cross and discussed concerns with their response in our area. Working with them to change that in our area.</p> <p>Received \$35, 000 on the FRIAA Grant. CPP Environment will be the consultant working with us on the Wildfire Hazard Assessment.</p> <p>Received \$500 for FireSmart Awareness Day. Went to Lottie Lake for a Community Event and Education Awareness Day, only 1 person showed up.</p> <p>4 mobile AFRRCs radios were purchased for each of the FD's rescue trucks with the leftover grant money. Just waiting for the key to come in so they can be installed.</p> <p>Residents are still signing up on the mass notification system.</p> <p>Quarter-3 Key arrived for the mobile AFRRCs mobile radios. WCI has the key and is installing the software on the radios. Radios should be getting installed soon with the FD's.</p> <p>Wildfire Hazard Assessment has been started by CPP Environment. We are approx. 40% complete. We have completed the 1st stage in the process. We have till Dec 31 to have the 3 stage proposal complete. First completed report was sent into FRIAA for approval and payment.</p> <p>We had to make changes on the Emergency Alert System. Due to the changes with CRTC we cannot have the word 'emergency' in any texts or notifications. The changes have been made on our end with the support of ERMS.</p> <p>Red Cross met with Search & Rescue as well as members of the public to recruit people to support them in our area in the event of an incident. Janice and Lynn help steer this with Red Cross. More to follow.</p> <p>ESS Training took place in Athabasca. Lynn, Janice and Michelle attended on behalf of the municipalities.</p> <p>Quarter 4 – Received final report of Wildfire Hazard and Risk Assessment as per Fire Smart Grant. Consultant will</p>
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			<p>present to Council in early 2019. The Deputy of Emergency Management/OHS has resigned. We have recruited a new Director that will commence duties January 7, 2019.</p>
Courses for Management and Staff as determined by JWHSC	Rob/PW Supervisors	Ongoing	<p>2017 Quarter 1 – Courses are being scheduled with the input from all mgmt. where time allows it. Some courses will be on-line and others will be classroom. We are setting up Air Brake ‘Q Endorsement’ training Fall Protection Defensive Driving Quarter 2 – LSE online training was sent to some Mgmt. who have started. A classroom session is scheduled for the Fall. Fall protection training was completed by approx. 25 people Air Brake training was completed by some employees from each municipality and also all 4 fire departments.</p> <p>2018 Quarter 1 – Ongoing updates for first aid recertifications. We have booked an Asbestos Awareness and Abatement course for supervisors and employees. Ongoing training scheduled for Fall Protection, Ground Disturbance, Confined Space, and LSE. Getting some quotes for a Defensive Driver Training course.</p>

			<p>Regional Team Bldg. has been scheduled and is being worked on for April 27.</p> <p>Quarter 2 –</p> <p>Training is ongoing:</p> <p>First Aid</p> <p>Ground Disturbance</p> <p>Confined Space</p> <p>Harassment in the Workplace</p> <p>LSE</p> <p>Asbestos Abatement</p> <p>Rigging and Signalling</p> <p>Flag Person</p> <p>Escort (Pilot) Vehicle</p> <p>Joint Health & Safety Committee Training</p> <p>Regional Team bldg. took place in April. It was a good day with team bldg. events, leading to the speakers wrapping it up in the end. Next year we'll look at doing a working lunch where we provide lunch and have a speaker come in and do their talk. It was discussed that we stop with the Team Bldg. events.</p> <p>We have 2 computers set-up in the training center for employees to come and do online courses in a quiet environment. Employees can use them at any time.</p> <p>2 external safety audits were completed on the TSP and TEP. Should know the results of the audits soon.</p> <p>Quarter-3</p> <p>Training courses are ongoing:</p> <ul style="list-style-type: none"> • First Aid was booked 1st week of Oct for those about to expire • Chainsaw course has been booked for Oct 16 and 17. This is mostly a day of all practical as requested by supervision. We have staff from each municipality attending
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			<ul style="list-style-type: none"> • Rigging and hand signaling has been booked for Oct 18. We have staff from each municipality attending. • Escort (Pilot) vehicle course will be booked for the last week in Oct. • All staff are completing the on-line GHS/WHMIS training. <p>We are updating our orientation video with upper mgmt.. Some other changes were made with the orientation process where the employee brings a form back to their supervisor for sign-off.</p> <p>Orientations are ongoing for new staff.</p> <p>Waiting for confirmation from the CAO's regarding Drug and Alcohol training for mgmt.. in preparation for Oct 17 passing of legalizing recreational marijuana. This will impact our municipal staff.</p> <p>Quarter 4 – Escort (Pilot) vehicle course is complete. Staff have taken the GHS/WHMIS course. Have scheduled First Aid Recertification Courses early in 2019.</p>
Implement Safety Management Systems update for all three municipalities	Rob	Winter 2017	<p>2017</p> <p>Quarter 1 - The RSMS and IMP are both completed in draft format. The RSMS has been sent in sections to the regional JWHSC for review and feedback.</p> <p>A regional code of practice has been developed for ground disturbance and confined space activities. It is being reviewed by mgmt.</p> <p>A contractor pre-qualification process was developed and has been sent to the CAO's for review and feedback.</p> <p>A bear spray policy was prepared and sent to the CAO's so it can be passed at their next policy meeting.</p> <p>Continuing on developing SOP/SOG's.</p> <p>Quarter 2 – The code of practices are finalized and now being used. The contractor pre-qualification process is on hold and waiting for a meeting to discuss some items.</p>

			<p>The RSMS and IMP are scheduled for a full day review on July 17th by the Regional Joint Health & Safety Committee. We are seeing the Ground Disturbance forms being filled out and also the Confined Space Forms.</p> <p>2018</p> <p>Quarter1 – The SMS Binders have been made and distributed to all areas. The binders are numbered and being tracked.</p> <p>Safety Handbooks were made and are being given out to all current and new employees.</p> <p>Contractor Pre-Qualification process is ongoing.</p> <p>Lil completed the Safety Mgmt. System training and the Auditor training. She is now a certified auditor.</p> <p>Continuing to develop and work on Safe Work Procedures and Practices.</p> <p>Working on a Fit for Duty Policy and Procedure for the upcoming Medical Cannabis that'll be legislated in Aug.</p> <p>Quarter 2 –</p> <p>Started to work on and develop Safe Operating Procedures. Attended WCB training in Edmonton. This was to assist the TSP with a Poor Performance Letter they received. The training will aid with the TEP and the County.</p> <p>Rolled out Bill 30 to all staff and the new legislative changes to the OH&S Act and also WCB.</p> <p>Looking to rollout Contractor Prequalification Process in July.</p> <p>Started to complete fire drills and field emergency mock exercises with all Municipalities.</p> <p>Quarter -3 SOP's are on-going. We have been trying to get the supervisors with their crews to complete hazard assessments of their tasks. Once we get the assessment we have been developing the SOP's.</p> <p>Waiting to rollout the Contractor Prequalification Process.</p>
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			<p>The County Internal Safety Audit was completed by Lil. We supported the Town of St. Paul and Elk Point in their External Safety Audits. The Town of St. Paul passed, Elk Point failed by 4%. We are supporting Elk Point to re-submit the gaps by Nov 11.</p> <p>WCB training was provided in St. Paul for mgmt. to attend. We had approx. 18 people attend.</p> <p>Joint Health and Safety Meetings are ongoing. Lots of information being shared. We have started to do inspections as part of the meetings to meet the intent of the Bill 30 updates.</p> <p>Quarter KPI's sent to the CAO's for review.</p> <p>Quarter 4 – Additional information has been submitted regarding Elk Point and we expect that this will allow them to achieve their COR. The County has approved a Fit For Duty Policy, we need to provide training for supervisors early in 2019 regarding this policy implementation. The Contractor Prequalification has gone out to service providers that work for the County. The staff are currently reviewing responses from those who have responded and will be following up with those that have not. This will result in some safety orientation and training sessions for these contractors.</p>
Offer Leadership for Safety Excellence Courses	Rob	Continue 2018	<p>2018</p> <p>Quarter 1 – We are going to be scheduling another LSE for supervisors who didn't take the course last year. We'll be setting it up for Q2.</p> <p>Quarter 2 –</p> <p>LSE was completed at the end of June. We had a number of supervisors that needed to complete it.</p> <p>Quarter 3 – Supervision is all up to date with the LSE course.</p>

Provide Safety incentives/recognition awards	Rob/Sheila	Throughout the year	<p>2018</p> <p>Quarter 1 – We have been giving out gift cards for safe work but has been very sporadic. We plan to push this harder in Q2.</p> <p>Quarter 2 – We have given out a couple of gift cards for safe work.</p> <p>Quarter -3 We need to get better with giving out recognition to our staff doing good/safe work. We still have Tim Hortons and Canadian Tire gift cards to give to the employees</p>
Continue to monitor Working Alone System			<p>2017</p> <p>Quarter 1 - Spots are causing lots of problems. Caitlin has been troubleshooting with Aware360 to get things on track and organized. The Transfer Stations will be getting Spots as they typically work alone.</p> <p>Once we get the Spots up and running properly it will be rolled back out the grader operators again.</p> <p>Quarter 2 – The SPOTS have had a lot of attention to get them in operation status. We have all the problems worked out and have them running properly. We have more staff now using them. We also have staff that are using the APP on their phones.</p> <p>2018</p> <p>Quarter 1 – This is ongoing and being checked on a regular basis without any issues. Soon all the SPOTS will be going back out once the summer staff start up again. This may show some problems, but will be addressed as a training issue.</p> <p>Quarter 2 – Work Alone and SPOTS are going well. We haven't seen</p>

			<p>any major issues.</p> <p>Quarter-3 This is on-going for maintenance and troubleshooting as items come up. Staff that are signed up seem to be using the system on a regular basis.</p>
<p>Explore the purchase of a new vehicle for the Director of Emergency Management and Occupational Health and Safety as his current vehicle is too small to accommodate equipment/passengers.</p>			<p>2018</p> <p>Quarter 1 – I have found a vehicle that makes better sense for my position. It won't be available until mid-April to early May. The vehicle will be able to hold all the equipment required and be able to accommodate passengers when necessary for Director's job.</p> <p>Quarter 2 –</p> <p>Original vehicle was sold. Another vehicle was sourced out. It is a used vehicle, fully equipped with everything needed. It has been ordered and will be shipped from Ontario mid to end of July to Alberta.</p> <p>Quarter -3 The vehicle arrived and has to go through the out of province inspection. Some things need to be fixed before it passes. It is expected to be ready for the 2nd week of Oct.</p>

Goal 7 – Protective Services

Goal 7: *Efficacious law enforcement*

Action	Lead	Target Date	Quarterly Report
Promote Spring Clean-up inform residents about what they can recycle in the County as well as	Tim	Summer 2018	<p>2017</p> <p>Quarter 1 – Partnering with Town of St. Paul, Town of Elk Point and Evergreen to allow town/county residents the opportunity to</p>

offer one month with no tippage fee for appliances that have a Freon removal charge This needs to be coordinated with the Town of St. Paul and Town of Elk Point			bring fridges/freezers/water coolers to any transfer station/landfill at no charge for Freon removal for a two-week period May 15 – 28, 2017. Council decided to keep the program to this level this year instead of picking up larger items in hamlets or subdivisions. 2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Spring Cleanup held from May 13 to 26 for free freon removal.
Explore enhanced policing services in collaboration with neighbouring municipalities, First Nations, and Metis Communities Explore increased use of Rural Crime Watch in the County.	Sheila	December 2018	2016 Quarter 2 – have had an initial meeting with Whitefish First Nation to discuss this item as part of the agenda. Also made application to FCM for grant to work on relationship building with Saddle Lake. This item would be on the relationship building list. 2017 Quarter 2 – CAO attended Community Wellness Committee meeting organized by the St. Paul RCMP Staff Sargent. This cross functional committee is exploring ideas that would increase community wellness. 2018 Quarter 3 – a public meeting was held in Ashmont September 24 following a rash of rural crime in the area. The well attended meeting provided residents an opportunity to hear from and ask questions of the local RCMP detachment. Residents are looking to either become part of the Rural Crime Watch, or start their own community group to look after each other. Quarter 4 – a meeting was held in Division 1 in December with the local RCMP Detachment. Residents are very concerned with the number of break-ins and theft in the area.

Goal 8 – Public Works/Transportation

Goal 8: Services provided by Public Works minimize negative impact on agricultural land, are provided in a safe, cost-effective manner and enhance quality of life for residents.			
Action	Lead	Target Date	Quarterly Report

Continue to utilize Road Use Agreements for road damages	Mark/Bryan	Ongoing	<p>2016 Quarter 1 – Road use agreements are being worked on with different industry players in the County. Council approved amendments to the agreements.</p> <p>2017 Quarter 1 – Road use agreements are being worked on with different industry players in the County.</p> <p>2018 Quarter 4 – Public Works is working on a plan to be more aggressive at identifying different industry road users and ensure they have a road use agreement in place.</p>
Work with Town of St. Paul on upgrades to St. Paul Airport lighting as per the STIP Grant they received in 2017.	Sheila/Kyle	Dec 2018	<p>2018 Quarter 2 – RFP was sent out regarding the project – closed the end of June. Quarter 3 – The procurement process revealed that the STIP grant received was not adequate for the work that is required at the St. Paul Airport. The Town of St. Paul has received approval to use some of the grant funds to work with a consultant to do a needs assessment of the St. Paul Airport. Based on these findings, the Town is working with Alberta Transportation to obtain increased funding to complete the required work. Quarter 4 – Alberta Transportation approved the scope change and increased project funding to facilitate the project. A new RFP was posted and closed in December with two proposals being received. The project will be awarded in the 1st Quarter of 2019.</p>
Support STIP Grant Application for the upgrade of the Elk Point Airport with consideration of limited funds to be contributed from the County of St. Paul on the condition that either community groups or industry also participate.	Sheila/Kyle		<p>2018 Quarter 2 – Elk Point was successful in receiving the STIP funding for the lighting project for the Elk Point Airport. An RFP was sent out regarding the project – closed near the end of June. The Elk Point Airport Committee has provided a recommendation for award to the Town of Elk Point (they are the managing partner). Anticipate the project to be complete later this summer. Quarter 3- The lighting upgrade at the Elk Point Airport is</p>

			<p>underway and will be complete likely at the end of October. The consultant who designed the lighting upgrade will offer training for local contractors to understand the maintenance of the system. Additionally, County and Town of Elk Point staff will have an orientation so that the maintenance work we do at the airport will not negatively impact the new lighting system.</p> <p>Quarter 4 – County has mulched shrubs and trees on the runway approach. More to be cleared with permission from land owner. Staff have had training on maintenance of the airport. One short fall is that there is no radio communication available for plow trucks coming onto the airport to communicate with aircraft. Plans to provide aircraft radio communication in 2019.</p>
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Goal 8A: Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads			
Actions	Lead	Target Date	Quarterly Report
Road and Bridge Construction			
See Appendix A for listing of road, bridge construction. See Appendix B for listing of Oiling, Gravel and Special projects	Mark		<p>2018</p> <p>Quarter 1 – Lafond Road tendered out to determine cost of contracting out vs. constructing with County forces. Tender awarded to Rondell Contracting.</p> <p>Quarter 3 – Road is complete and Council has decided to seal coat it. Other road projects have been completed as per Appendix A and B.</p>
<p>Make application under the STIP Program for the Bridge Program in 2018.</p> <p>Make application under the STIP program Local Municipal Initiatives Program for the Moosehills Road.</p> <p>Make application under the</p>	Mark/Steven		<p>2016</p> <p>Quarter 3 – Council approved 5 miles of engineering for Northern Valley Road that will assist with grant application once the new program is announced.</p> <p>2017</p> <p>Quarter 1 – Strategic Transportation Infrastructure Program grants were submitted for Bridge File 72560 and 78684 as well as the Northern Valley Road; awaiting results</p> <p>Quarter 2 – STIP Grants were approved for all three projects. The Northern Valley Road project which is the re-grading of 7</p>

<p>National Trade Corridors Fund for the repair of Moosehills Road</p>			<p>miles of road to Resource Road Classification has been tendered out with construction to start in Quarter 3. The Bridged Files will be constructed by County forces in Quarter 3.</p> <p>Quarter 4 – STIP grants were submitted for 3 bridge file replacements and 1 bridge file repair. We also submitted an application under the Local Municipal Initiatives portion of the grant to repair the Moosehills Road where there is a slide. We applied for Phase I & II of this project that would remove 1.5 meters of fill from the road in an attempt to stabilize it. We would also partner with Industry as part of this project.</p> <p>2018</p> <p>Quarter 2 – The County received confirmation that they received STIP funding under the Local Municipal Initiatives Program for repairs to the Moosehills Road. We have also confirmed Industry contributions to the road. The engineer on the project is currently working on finalizing design to go to tender late summer for fall construction.</p> <p>Quarter 3 – The Moosehills project was tendered out in Q3 with Shamrock being successful. 1.2 miles of Rg Rd 62 was added to this project to dispose of material – approved by Alberta Transportation. Construction is under way and completion date is set for Nov 5th.</p> <p>Quarter 4 – The Moose hills project is complete including the upgrade of RGE RD 62 with material from the slide area. Installation of monitoring wells is finished, and the road will be monitored for movement for the upcoming year.</p>
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Review of County owned land – possible sale of properties Gravel testing on properties identified in review (when time permits)	Public Works	Dec 2018	2018 Quarter 1 – County has been testing for gravel in the north part of the County where gravel inventories are low. We have used a geologist to assist the County in determining the best locations in the County to look for gravel (in Division 5 & 6). Quarter 2 – there is less testing going on as the crushing crew is busy crushing gravel. Quarter 3 – Testing will begin in November when crusher shuts down. Quarter 4 – Testing postponed until new year for safety of crews during hunting season. Testing to take place throughout the winter.
Explore new oiling projects based on cost analysis data of maintenance of gravel road versus maintenance of oil, traffic volume, road classification system.	Council/PW		2018 Quarter 2 – Council approved oiling of 1 miles of road on the Garneau Road west of RR 94. Quarter 3 – Oiling is behind due to weather and the long haul to the Northern Division where we started. Garneau will be pushed to summer 2019.
Consider annual contribution to Roadway Infrastructure Maintenance Reserve Fund	Council/Admin	Budget 2018	
Decrease private sales of gravel – cap at 20 yards per year at \$15/yd – requires policy change	Council/PW	Jan 1, 2018	2018 Quarter 1 – policy change for this was completed end of 2017. Quarter 3 – Not much change in volume of sales compared to 2017. Quarter 4 – Deliveries are complete for this year and there was a 4000 yard reduction from sales in 2017.
Consider implications of road construction where land has been identified as having Clubroot – may delay road construction projects.	Council/PW/ASB		2018 Quarter 1 – 2018 budget included allocation for the washing of all equipment on road projects. All equipment will be washed prior to leaving a road project.

			Quarter 4 – construction of the Looy road started in November. Some neighboring land has tested positive for clubroot, so a procedure was set up to document work being done to minimize the chance of spreading the disease.
Goal 8B: Public works equipment is maintained and upgraded on a regular basis			
Action	Lead	Target Date	Quarterly Report
See Appendix C for listing of equipment purchases	Mark		Quarter 3 – See equipment purchased list – Appendix C

Goal 9 - Utilities

Goal 9: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services			
Action	Lead	Target Date	Quarterly Report
Work towards improved water quality in Ashmont and Mallaig			2013
Design and Construction of water transmission line from Ashmont to Mallaig – with Federal and Provincial grant dollars as well as debenture funding. – 2018	Sheila/Bryan/Urban Systems/Utilities Staff	March 2019	Quarter 1, 2013 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering. Administration to liaison with AT to determine if projects that exceed the approval will be funded....this will be part of any tender document. Council to determine if we proceed to tender at the May Council meeting.
Upgrade Truckfill in Mallaig – 2019	Bryan/Utilities Staff	Dec 2019	Quarter 2 - Ashmont Water Treatment Plant was tendered out. Council to determine if tender will be awarded following review by Alberta Transportation – and approval by Transportation to cover the unfunded portion – when they are able. Quarter 3 – Following meeting with Alberta Transportation and letter received regarding funding – Council determined to put the awarding of the tender for the Ashmont WTP on hold in order to look at other options. Options that will be explored include: connection to Hwy 28/63 Water Commission at Spedden; connection to St. Paul; and construction of WTP. Council will make determination at

			<p>October Council meeting.</p> <p>Quarter 4 – Council received report from Urban Systems and based on the report made a resolution to proceed with a scope change requesting to build a line from St. Paul to Ashmont – provided the Town of St. Paul is interested in supplying water to the County. Then in November, the County received new information regarding the price of water from the Hwy 28/63 Commission at Spedden, as well they asked Administration to research potential water line from Cold Lake to Glendon.</p> <p>2014</p> <p>Quarter 2– Council approved the expenditure of \$20,000 to look at the supply of water that can be provided to the County of St. Paul from the Hwy 28/63 Commission. This study will provide Council with information as to what population will trigger required upgrades on that line and the scope of the upgrades – pumping or twinning of lines.</p> <p>Quarter 3 – Council received Associated Engineering report at the September Council meeting – decision was deferred to a future meeting.</p> <p>Quarter 4 – Council resolved to ask for a scope change to connect to the Spedden line. Application was sent to Alberta Transportation.</p> <p>2015</p> <p>Quarter 1 – Water Supply Agreements and agreements to utilize a Smoky Lake County building discussions have begun. These discussions have resulted in further amendments to the scope of the project that have been submitted to Alberta Transportation as at March 31, 2015. Detailed design of the transmission line and Ashmont connection are underway, the connection at Spedden is being held up by the negotiations with Smoky Lake County and Alberta Transportation.</p> <p>Quarter 2 – Have met with Alberta Transportation staff to discuss latest scope change – they have agreed to the scope change and have sent to the Minister recommending</p>
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			<p>approval. We will be re-routing water line in Ashmont to avoid the Iron Horse Trail and potential contaminated soil in that area.</p> <p>Quarter 3- County has received approval from Alberta Transportation for the scope change. Engineering detailed design is continuing.</p> <p>Quarter 4 – Final Detailed design is almost complete. We have entered into an agreement with Muni-Corr regarding using the Iron Horse Trail ROW for the waterline. Administration and Engineers have looked at the first draft agreement between the County and the Highway 28/63 Water Commission as well as between the County and Smoky Lake County. We will have a meeting early in January to work out some more details. A borrowing bylaw will be approved in December for the County’s portion of this project. County sent a letter to Alberta Transportation requesting consideration of the Water for Life Funding to extend waterline from Ashmont to Mallaig. A letter has been received back indicating the County’s request is in the que.</p> <p>2016</p> <p>Quarter 1 – County Council has approved Construction Access Agreement with Smoky Lake County. The 12 km Water Transmission Pipeline project has been tendered out with tenders to be opened on April 5, 2016.</p> <p>Quarter 2 – Water Transmission project was tendered with the award going to Directional Mining and Drilling. The project commenced in May 2016 and is expected to be completed by end of September. Approximately 1/3 of the pipe is installed by the end of June 2016. Council approved the Water Supply Agreement with Highway 28/63 Water Commission.</p> <p>Quarter 3 – The waterline from Spedden to Ashmont is complete, however the work within the water treatment plants at both ends will not be completed until later in October. Plans to flush distribution systems in Ashmont and Lottie Lake are being delayed until commissioning of</p>
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		<p>the system. Debenture for the project has been received in the amount of \$785,000.</p> <p>September 1 the Federal Government announced funding under the clean water and wastewater program that will assist with funding for the water line from Ashmont to Mallaig. Council approved to commence negotiation with Urban Systems for engineering of the last leg of this project. Urban Systems has been the engineer for the project since 2010.</p> <p>2017</p> <p>Quarter 1 – It has been determined that the Ashmont to Mallaig project requires an Inter-Basin Transfer which requires a Special Act of the Legislature to be approved. The process involved public consultation with stakeholders as well as an Environmental Impact Study. The Environmental Impact Study has been completed. Public Consultation process has been determined and will commence in the 2nd quarter. We expect to complete the process by end of May and have this presented on the Legislative agenda for Fall 2017. This process has delayed the design and construction of this project to fall of 2017 – construction to be in 2018. Administration has requested an extension to March 2019 for project completion.</p> <p>The Spedden/Ashmont project is winding down with the water starting to flow in December 2016. However substantial completion was not reached until late January. The contractor still has a few outstanding items to complete in 2nd quarter to finalize the project - some of these include work on the trail that can't be completed until the weather warms up.</p> <p>Quarter 2 – The County has completed its public consultation regarding the Inter-Basin Transfer required to get water to Mallaig. The consolidated information has been sent to Alberta Environment with the expectation that it will get on the Fall 2017 Legislative agenda. Work on the upgrades to the Highway 28/63 water line have commenced</p>
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			<p>with engineering design being worked on. Expect this work to be tendered summer of 2017.</p> <p>Administration is working with our engineers to ensure completion if deficiencies on the Spedden/Ashmont line. Quarter 3 – the Inter-Basin Transfer Special Act will be considered at the fall sitting of the legislature. Our Inter-Basin Transfer has been combined with the Inter-Basin Transfer that is required to get water to Whitefish First Nation.</p> <p>Anticipate deficiencies on the Spedden/Ashmont project to be completed by end of the year.</p> <p>Quarter 4 – the Inter-Basin Transfer was approved at the Legislature. Project design is being finalized for tender in early 2018.</p> <p>All deficiencies for Spedden/Ashmont project were complete as of Dec 31 – the project has been capitalized on the County’s financial statements. Final accounting to be sent to the province following yearend and budget preparation in 2018.</p> <p>2018</p> <p>Quarter 1 – the project for Ashmont-Mallaig has been broken into two parts. The pump upgrade required to supply water to Mallaig is designed and tender is awarded in early 2018. This portion of the project is to be managed by the Highway 28/63 Water Commission. The County is providing the funding for the project through the grant and an agreement with the Commission. We anticipate this portion of the project to be complete by July 2018.</p> <p>The Transmission line was also tendered in the 1st quarter and awarded in March to Berretta. We anticipate the project to commence in later April 2018. Both projects together come within the budget, however the pump upgrade is anticipated to cost less than the estimate, while the transmission line will be slightly more than the original</p>
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			<p>estimate.</p> <p>Quarter 2 – the pump upgrade project managed by Highway 28/63 Commission is on time and on budget. Anticipate it to be complete mid to late July.</p> <p>The water transmission line project is currently ahead of schedule. We anticipate it to be complete late fall 2018.</p> <p>Quarter 3 – the pump upgrade project is delayed and is expected to be complete November 2018. The water transmission line is also expected to be completed by November 2018.</p> <p>Quarter 4 – the water transmission line is complete and commissioned. Water has been flowing to residents since late November. Will be finalizing payments with the consultants/contractors to complete the project in 2018 budget year.</p>
<p>When requested, explore providing water to Developments</p> <p>2018 – Explore expansion of Ashmont water distribution line to Paulhaven Camp and Cameron Cove.</p> <p>2017/18 – Explore expansion of Ashmont water distribution line in Bayview Beach to area that is interested in connection</p>	<p>Sheila</p> <p>Sheila/Bryan</p> <p>Sheila/Bryan</p>	<p>2018 as requested</p> <p>2018</p> <p>2017/18</p>	<p>Quarter 1,2,3,4 – No requests</p> <p>2017</p> <p>Quarter 1 – Some interest from a few residents at Mann Lakes – we will be trying to determine the level of interest and be open to discussions regarding potential connection.</p> <p>2018</p> <p>Quarter 2 – residents adjacent to the new transmission line have been provided the opportunity to connect to the line. Some of the interest included the Bayview Beach area.</p> <p>Quarter 3 – 6 residents/societies have shown interested in connecting to the new water transmission line. These connections will be made as the project is completed.</p> <p>Quarter 4 – Currently 3 connections are complete with a 4th planned for Spring 2019.</p>
<p>Allow water connections for Smoky Lake Residents as per agreement with Smoky Lake County and Highway 28/63 Water Commission. The cost of these connections to be paid by the</p>	<p>Bryan/Sheila</p>	<p>Dec 2018</p>	<p>2016</p> <p>Quarter 1 – in 2016 Council entered into agreements with Smoky Lake County and the Highway 28/63 water commission that would allow the connection of Smoky Lake County residents along the County of St. Paul owned water transmission line to access water and be billed by the</p>

resident.			<p>County. Council made a motion indicating that any Smoky Lake County resident wishing to connect to the transmission line could connect provided they paid the entire cost of the connection and applied to be a utility customer of the County of St. Paul.</p> <p>2017</p> <p>Quarter 2 – One Smoky Lake County Resident is getting ready to hook up to the transmission line. We have provided him a quote for the meter vault – the County would look after the construction of this and invoice the full cost to the resident.</p> <p>Quarter 4 – this connection was completed.</p>
<p>2014-2015 Consider application under new Federal Program for upgrade of water distribution systems in Lottie Lake, Ashmont, Bayview Beach, potential Co-ops off St. Paul/Elk Point line (with the municipal portion funded by residents)</p> <p>2018 – Explore new funding opportunities under new Provincial Government for replacement of water distribution lines in Lottie Lake and Ashmont.</p> <p>Consider Local Improvement Tax as option to replace water distribution lines in Lottie Lake</p>	<p>Sheila</p> <p>Kyle</p> <p>Sheila</p>	<p>When announced</p> <p>Ongoing</p> <p>Dec 2018</p>	<p>2013</p> <p>Quarter 2 – Program will not be open for applications until 2014.</p> <p>2014</p> <p>Quarter 2– Open Houses were held for Lottie Lake and Ashmont residents in June to determine support for new water distribution lines. A newsletter was sent out in June to all residents giving them until the end of July to respond – Council will proceed with an application based on these responses.</p> <p>Quarter 3 – Council reviewed the responses from Lottie Lake and Ashmont residents. It was determined to submit Building Canada Grant applications for both projects when the program is available to receive applications. It has been indicated that no applications will be accepted until early 2015.</p> <p>Quarter 4 – Building Canada grant not accepting applications yet.</p> <p>2015</p> <p>Quarter 1– Building Canada Grant application for distribution lines in Lottie Lake and Ashmont was submitted on April 1, 2015.</p> <p>Quarter 3 – we did not receive grant for this project.</p> <p>2017</p>

			<p>Quarter 2– The County continues to research grants that may be used to replace waterlines.</p> <p>2018</p> <p>Quarter 1 – the Federal Government has announced more funding under the Build Canada Program – we are waiting to see details of funding to see if they may apply to distribution lines.</p> <p>Quarter 2 – seems like there is no opportunity to apply for distribution lines under this program.</p>
2018 Set rates for the use of the Waste Water Transfer Station south of Lafond. Begin using – need to determine best method to move waste from transfer station to Ashmont Lagoon. – Contract hauler or purchase of equipment	Sheila/County of Two Hills/Bryan	Spring 2018	<p>2018</p> <p>Quarter 1 – meeting scheduled with County of Two Hills and Urban Systems April 13.</p> <p>Quarter 2 – municipalities met in April. Held meeting for waste water haulers in May – only one hauler attended. Sent a further letter and opportunity for them to participate in June.</p> <p>Quarter 3 – as the Lafond road is now complete, we have been working with the County of Two Hills on setting a rate for use of this infrastructure.</p> <p>Quarter 4 – the County has worked with County of Two Hills and determined a rate of \$1.00/cubic meter as a rate for using the Lafond Waste Water Transfer Station. The Administrations of both municipalities are working on development of an agreement regarding the cost of transferring the waste from Lafond to Ashmont Lagoon.</p>
Conduct and inventory water wells in subdivisions and ensure they are secured and signed as non-potable water supplies. Include their location on the GIS System –	Danny	Summer 2018	<p>2015</p> <p>Quarter 3 – Not completed</p> <p>Quarter 4 – Not completed</p> <p>2016</p> <p>Quarter 2 – Work in Progress</p> <p>2018</p> <p>Quarter 3 – we have closed a well in the Mann Lakes subdivision that was in the County ROW.</p>

Continue to negotiate with the Salt Plant regarding changes to water and sewer services for the residents of Riverview.	Sheila/Utility Staff	1 st quarter 2018	<p>2015</p> <p>Quarter 1 – Included septic tanks for Riverview. Working with legal counsel regarding update to Utility bylaw – will arrange meeting with residents following update of bylaw.</p> <p>Quarter 2 – working on Utility Bylaw – hope to have ready for Council consideration in September.</p> <p>Quarter 3 – Utility Bylaw will be effective January 1, 2016, therefore meeting will be deferred to new calendar year.</p> <p>Quarter 4 – Administration will hold meetings with residents and salt plant in early new year.</p> <p>2016</p> <p>Quarter 1 – Administration is obtaining legal advice and opinion regarding the utility services in Riverview.</p> <p>Quarter 2 – Administration continued work with legal counsel to determine strategy for utility services in Riverview</p> <p>Quarter 3 – legal opinion has been received. Meetings to be scheduled in the 4th quarter.</p> <p>2017</p> <p>Quarter 1 – We are working with a lawyer to draft a letter to the Salt Plant regarding the provision of utility services in Riverview. We will be sending that letter out early in the 2nd Quarter.</p> <p>Quarter 2 – letter was sent to Salt Plant – no response yet, have been following up by email.</p> <p>Quarter 3 – received email from Salt Plant indicating they feel they are not responsible for the water/sewer services in Riverview.</p> <p>2018</p> <p>Quarter 1 – held a meeting with Riverview residents in February. Based on their information, Administration is working with legal to obtain opinion on further information. We will also try to determine costs for options discussed at the meeting. Plan to meet with residents again</p>
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			<p>in late April/May.</p> <p>Quarter 2 – met with residents in May. Also camera'd the sewer lines in Riverview to see what remaining life there is. Discussed costs and options with residents. Will meet again later in the summer.</p> <p>Quarter 4 – no further action taken at this time.</p>
Complete Bulkwater Truck Loading Facility in Elk Point area (this project managed by the Town of Elk Point as per ACP Grant approval)	Town of Elk Point in conjunction with County	Summer 2018	<p>2016</p> <p>Quarter 1– The County and Town of Elk Point have been successful in obtaining an ACP grant for a bulk water truck loading facility in Elk Point.</p> <p>Quarter 2 – The Town of Elk Point is commencing with Qualification Based Selection for Engineering consultants for the Bulkwater Truck Loading Facility. Invitations to engineering consultants went out at the end of June 2016.</p> <p>Quarter 3 – the Town of Elk Point has determined that Urban Systems will be the engineer for the project.</p> <p>2017</p> <p>Quarter 1 – 4 locations have been determined as potential sites for this truck loading facility. Administration from Town and County will be meeting with Alberta Transportation to discuss our 1st choice for location in the 3rd week of April. The Town and County have met with the Elk Point Ag Society to discuss options should we be unable to build at our preferred location as their land would be our 2nd choice.</p> <p>Quarter 2 – The preferred location has been ruled out as an option following meeting with Alberta Transportation. The County and Town of Elk Point will be working with the Elk Point Ag Society to come to agreement regarding purchase of approx. 1 acre of land near CG Baker Arena.</p> <p>Quarter 3 – Elk Point Ag Society has signed agreement for the Town of Elk Point to exchange lands for the Truck Fill location. The County of St. Paul will do some landscaping of the CG Baker Arena lands as part of the agreement. Estimated value of the landscaping is \$20,000.</p>

			<p>2018</p> <p>Quarter 1- the project has been tendered. Expect award in late April.</p> <p>Quarter 2 – project has been awarded and construction has commenced. The County has done most of the work required by agreement for the Elk Point Ag Society.</p> <p>Quarter 3 – the Elk Point Truck Fill station is complete and ready for use.</p> <p>Quarter 4 – Elk Point has asked County to consider assisting them in 2019 with the installation of heated slab for the truck fill.</p>
Participate in a feasibility study to assess current street lighting practices and the potential for energy efficiency and better integration of data in GIS database			<p>2017</p> <p>Quarter 1: ACP Grant Application approved; project will commence in 2nd Quarter</p> <p>Quarter 2: Project has commenced; the Summer Village has hired Urban Systems to oversee the project and the municipalities are currently working with ATCO to gain access to lighting data</p> <p>Quarter 3 – ATCO is working on a Non-Disclosure Agreement that will need to be executed by each municipality, but will allow the municipalities to share the data regionally for the purposes of the grant.</p> <p>2018</p> <p>Quarter 1 – a meeting was held with all municipalities to finalize scope of the project. Urban Systems will be working on the defined scope and meet with municipalities later in the summer. Municipalities will have information available on GIS to verify some of the data collected from ATCO. Anticipate project to be complete by end of 2018.</p> <p>Quarter 3 – Administrations from our partners met in September to review the preliminary work of the consultant on this project. We will have a reporting on the project with the elected officials in December.</p> <p>Quarter 4 – Urban Systems presented a draft report to the</p>

			four municipal councils in December. The report will be formally accepted by the municipal councils in the 1st Quarter of 2019.
Work collaboratively with the Town of St. Paul on a Storm Water Management Plan for the IDP area – as per Alberta Environment letter. Make application under the ACP Grant program to fund this plan.			2018 Quarter 1 - \$195,000 ACP Grant has been approved – the Town of St. Paul is the managing partner. Quarter 2 – Project consultant has been chosen and work will commence in 3rd quarter. Quarter 3 – WSP, the consultant, is currently working on the project.

Goal 10 – Waste Management

Goal 10: Waste management enhances and encourages “best practices” in waste disposal			
Action	Lead	Target Date	Quarterly Report
2018 – 3 – 30 yard bins (1 with mesh roof/2 opened)	Tim/Warren	1 st quarter 2018	2017 Quarter 1 – Defer to second quarter until 2017 budget approval Quarter 2 – Waste bins have been received. 2018 Quarter 1 – Deferred to 2nd quarter Quarter 2 – Deferred to 3rd quarter Quarter 3 – Deferred to 4th quarter Quarter 4 – Will not be purchasing in 2018
Lac Bellevue Bin Site – at overflow	Tim/Warren	Dec 2018	2017 Quarter 1 – Waiting for approval from Alberta Environment and Parks to amend the current lease to include the overflow area Quarter 2 – nothing to report 2018 Quarter 1 – Still waiting for revised lease agreement approval with province.
Develop a transfer station user engagement survey to solicit the public about future waste management needs within the county (recycling)	Tim/Warren	Summer 2018	2018 Quarter 1 – Deferred to 2nd quarter Quarter 2 – Deferred to 3rd quarter Quarter 3 – Deferred to 4th quarter Quarter 4 – Defer to 2019

Lights for transfer station offices	Tim/Warren	Summer 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Deferred to 3 rd quarter Quarter 3 – Will review need in 2019
Metal Bins at transfer stations	Tim/Warren	1 st quarter 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Waiting for Richmond Steel to crush metal piles at T/S as per agreement with Evergreen Quarter 3 – Richmond Steel crushed metal at all Transfer Stations. Will work with Evergreen to find new contractor in 2019.
Introduce cardboard recycling bins at bin sites and transfer stations – trial basis at two transfer station. These bins need to be trucked to Bonnyville. Service to be evaluated for use and cost.	Tim/Warren	Dec 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Deferred to 3 rd quarter Quarter 4 – Defer to 2019
Standardize summer/winter hours at transfer stations	Tim	Spring 2018	2018 Quarter 1 – Completed. Standardized winter hours from 10am to 4pm; summer hours from 9am to 5pm for all Transfer Stations. New signage erected at all Transfer Stations
Explore hiring seasonal full-time transfer station attendants and alternate days on which sites are open	Tim	Spring 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Hired seasonal staff member as of May 1 to do maintenance at T/S for summer season
New Dry waste cell construction at Ashmont transfer station	Tim/PW	Spring 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Deferred to 3 rd quarter Quarter 3 – cell construction set to start Oct 1 Quarter 4 – Cell construction completed. Space remaining in old cell until spring of 2019.

Consider leachate collection/disposal at Ashmont transfer station	Tim/Warren	Spring 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Deferred to 3 rd quarter Quarter 4 – Continue to monitor in 2019.
Take it or leave it buildings for Ashmont and Mallaig – to be trialed during 2018.	Tim/Warren	Dec 2018	2018 Quarter 1 – Deferred to 2 nd quarter Quarter 2 – Deferred to 3 rd quarter Quarter 3 – complete.
Explore re-design of chain link enclosures at fenced bin sites – due to tripping hazard.	Tim/Warren	Dec 2018	2018 Quarter 1 – Completed. Decided to use orange paint to mark fences to better identify tripping hazard.
Discontinue collection of batteries at Transfer Stations – due to increase in theft at Transfer Stations and residents can return to other locations for a refund	Tim/Warren	Jan 2018	2018 Quarter 1 – Completed. Transfer Station Attendants updated and new signage erected to notify public.

Goal 11 – FCSS

Goal 11: FCSS services conserve and enhance the rural lifestyle of residents.

Actions	Lead	Target Date	Quarterly Report
Organize and host Seniors Festival	Janice, Coco, Terry	Dec 2018	2018 Quarter 2 – Hall booked in Mallaig for November 23, 2018 Quarter 3 – The caterer and speakers are booked. Quarter 4 – Completed. 200 people attended.
Provide recognition to Community Volunteers	Janice, Coco, Terry	Ongoing	2018 Quarter 1 – Volunteer Alberta grant approved. Events will occur the week of April 15-21. Quarter 2 – Completed. April 19, 2018 we held a Volunteer Appreciation BBQ. Quarter 3 - Completed

Administer the Meals on Wheels Program in Elk Point and St. Paul	Janice, Coco, Terry	Ongoing	2018 Quarter 1 – 7 people are receiving meals on wheels. Quarter 2 – 3 people are currently receiving Meals on Wheels Quarter 3 – 2 in St. Paul and 3 in Elk Point Quarter 4- 1 in St.Paul and 2 in Elk Point
Update FCSS Policy & Procedures Manual as requested	Janice	Ongoing	2018 Quarter 1 – Ongoing Quarter 2 - Ongoing Quarter 3 - Ongoing
Welcome Baby program, Administer & implement changes as required	Janice, Coco Terry	Ongoing	2018 Quarter 1 – Ongoing Quarter 2 - Ongoing Quarter 3 - Ongoing
Welcome to the County and Elk Point Packages. Administer & implement Changes as required	Janice, Coco Terry	Ongoing	2018 Quarter 1 – Ongoing Quarter 2 – Made changes/updates to both of the packages Quarter 3 - Ongoing
Coordinate and Manage the annual Ashmont and Mallaig Summer Programs	Janice	Sep 2018	2018 Quarter 1 – All summer students are hired. Quarter 2 – Program starts July 10, 2018 Quarter 3 - Completed
Manage and Coordinate the Community Connector Trailer	Janice & Coco	Ongoing	2018 Quarter 1 - Ongoing Quarter 2 – Ongoing Quarter 3 - Completed
Administer the Mallaig Moms N Tots	Janice	Ongoing	2018 Quarter 1 - Ongoing Quarter 2 – Ongoing Quarter 3 – Ongoing Quarter 4 - Ongoing
Administer the Ashmont Moms N Tots	Janice & Coco	Ongoing	2018 Quarter 1 - Ongoing

			Quarter 2 – Ongoing Quarter 3 – Ongoing Quarter 4 - Ongoing
Coordinate the Volunteer Income Tax Program	Coco, Terry	Jun 2018	2018 Quarter 1 – 148 completed to date Quarter 2 – 234 to date Quarter 3 - Completed
Coordinate Seniors Week Events	Janice, Coco Terry	Jun 2018	2018 Quarter 1 – Seniors week is June 3 to 8. Some communities are booked waiting for others to get back to me. Quarter 2 – Completed. Heinsburg 23 people, Elk Point 38 people, Mallaig 30 people, Ashmont 28 people. Quarter 3 - Completed
Complete the Annual Report as Requested by the Province	Janice	June 2018	2018 Quarter 1 – Waiting for the report from the auditors. Quarter 2 – Completed April 29, 2018 Quarter 3 - Completed
Complete Outcome Measures as requested by the Province	Janice	Dec 2018	2018 Quarter 1 – in the process of completing. Quarter 2 – Completed April 18, 2018
Administer the community Counselling program- & implement Changes as Requested	Janice	Ongoing	2018 Quarter 1 – average use Quarter 2 – Average use Quarter 3 Very Busy Quarter 4 – Extremely Busy
Provide Support/Referrals to individuals that Request Assistance	Janice, Coco, Terry	Ongoing	2018 Quarter 1 – very busy Quarter 2 – Very busy Quarter 3 - Ongoing
Consider contribution to the FSLW Program (request \$30,000) not included in FCSS budget – would			2018 Quarter 1 – Waiting for Grant application from the school

be over and above County required contribution for FCSS			division. Quarter 2 – Request happens in the fall Quarter 3 – Grant application received, and cheque issued.
Assist the general Public with ongoing support and Direction	Janice, Coco, Terry	Ongoing	2018 Quarter 1 – very busy due to New Horizons Grant. Quarter 2 – Very busy due to the monthly bus trips and Summer Events and Programs Quarter 3 - Ongoing
Coordinate the Elk Point Community Information night	Janice, Coco, Terry	Sept 2018	2018 Quarter 2 – Allied Arts Centre booked for September 4, 2018 Quarter 3 - Completed
Administer the Community Night Movies	Janice	Sept 2018	2018 Quarter 2 – First Movie July 1, 2018 in Elk Point Quarter 3 – Completed 282
Coordinate Summer events in the communities			2018 Quarter 1 – In the planning stages. Quarter 2 - All Events and Programs are booked for the year. As per the Program guide. Quarter 3 - Completed
Coordinate and partner with Extreme for community bussing – Arrange 6 community bus trips	Janice	Dec 2018	2018 Quarter 1 - Ongoing Quarter 2 – Extreme is selling their bus so I will be exploring other options Quarter 3 – Completed other bussing secured at no extra cost.
Update the Elk Point Community Directory	Coco, Terry	Dec 2018	2018 Quarter 1 – Ongoing

			Quarter 2 – Completed June 15, 2018
Support the Elk Point Ambassador Program	Janice	Dec 2018	2018 Quarter 1 – Ongoing Quarter 2 – The FCSS Board denied this request Quarter 3 – Board approved, and cheque issued.
Oversee the Pickleball Court build in Elk Point	Janice	Oct 2018	2018 Quarter 1 – Ongoing Quarter 2 – Completed June 20, 2018
Manage the ECDC activities and events as per the grant	Janice, Coco	Dec 2018	2018 Quarter 1 – Ongoing and very busy Quarter 2 – New Chair appointed. Things are going much better. Quarter 3 - Ongoing
Participate in the Elk Point Extravaganza		Dec 2018	2018 Quarter 2 – There is talk that Extravaganza may not happen this year Quarter 3-Extravangsa is booked on the same day as the seniors Festival. The Lions and Ambassador kids will serve on FCSS behalf. Quarter 4 - Completed

Goal 12 – Agriculture

Goal 12: Agricultural services are designed to assist the continuation and enhancement of agricultural activities.

Actions	Lead	Target Date	Quarterly Report
Work with highway maintenance contractor to ensure weeds are controlled around those highways	Tim/Keith	April 2018	2013 Quarter 2 - Agreed to do some weed control along highways in troubled areas. Costs covered (2013) 2014 Quarter 1- This is based on a per year basis. Transportation will

			<p>cover costs for any type of work done. Sk Sprayed for weeds on highways near Ashmont. We continue to be in contact with the Ministry of Transportation to ensure their roads are kept clear. Currently we have up to \$5000 to spend on weed control on highways in the County from the Ministry. Kk</p> <p>2015 Quarter 1 – Meetings with Alberta Transportation scheduled for April 2015. Quarter 2 – Province has indicated they will do very limited mowing along Provincial highways. They will only deal with weed issues if they receive a weed notice from the County – in the past we have sprayed in some areas for them and then invoiced – this will not be allowed this year.</p> <p>2016 Quarter 1 – Ongoing Quarter 2 – Alberta Transportation has been notified if they do not ensure weed control along provincial highways the County will issue weed notice. Quarter 3 - Portions of the Provincial Highways were sprayed. This will be charged to Carillion. After some discussion, we were given up to \$5000 to control noxious weeds on the Provincial Highways.</p> <p>2017 Quarter 1 – Received notice from province that they are implementing a Hwy Vegetation Management Plan in 2017. Mowing and spraying will take place on a 4-year rotation TM Alberta Transportation has a four-year plan in place. All provincial highways to receive a top spray and top cut. HWY 28, HWY 29 and HWY 36 to receive fence line to fence line spray. KK</p> <p>2018</p>
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			<p>Quarter 1- Highways were mowed and sprayed in 2017 according to the above plan. This year the plan is to have a continuous fence line spray and a shoulder cut on all highways. A list of full width ROW in the County is still being decided.</p> <p>Quarter 2- Work has not begun on the highways in the County. They will all get a top cut and a fence line spray according to the 4 year plan starting in 2017. They have yet to identify roads getting a full R/W mow in 2018. I will email transportation to get a plan for their full R/W mowing.</p> <p>Quarter 3- The Highways are getting a top cut and some highways may get a full get. With Carillion declaring bankruptcy the program has faced significant challenges. ASB staff will try to arrange a meeting with the Department of Transportation before next season starts.</p> <p>Quarter 4- Highways in the County of St. Paul received a top cut. I will meet with transportation this winter to evaluate and formulate a new long term plan for Highway Brush Control</p>
Hire 2 summer staff to help with roadside spraying, seeding, clubroot inspections and noxious weed control (currently have one student)	Keith	Spring 2018	<p>2017</p> <p>Quarter 1 – Will use the FCSS summer student from mid-June to mid-July to check for clubroot in fields with the ASB summer student.</p> <p>Quarter 2 – Clubroot inspections have commenced.</p> <p>2018</p> <p>Quarter 1 – Clubroot fields in the County were checked in 2017 with 30 fields being issued a pest notice for clubroot. 2 students were hired for clubroot pest surveys/noxious weed control in 2018.</p> <p>Quarter 2-Hired two students for 2018. They are currently</p>

			<p>spraying and will start clubroot surveys on July 9.</p> <p>Quarter 3- Summer staff completed the clubroot surveys before the end of August.</p> <p>Quarter 4- Pest control surveys completed, and pest notices sent out in November to those who had positive tests of clubroot.</p>
<p>Coyote Bounty for predation control - \$20,000 for Jan-Mar 2014 and additional \$10,00 for fall 2014</p> <p>Continue program in 2015</p> <p>Continue program in 2016</p> <p>Continue program in 2017</p> <p>Continue program in 2018</p> <p>Continue to advocate to our neighbouring municipalities regarding joining this program</p>	Keith /Warren	Dec 2018	<p>2013</p> <p>Quarter 1 – Program has ended for the spring with 944 coyotes/1 wolf brought in (in 2012 over 1400 coyotes were brought in). \$10,000 left in the budget to commence the program again in November 2013.</p> <p>Quarter 2 –</p> <p>Quarter 4 – Coyote Bounty commenced again November 1, 2013</p> <p>2014</p> <p>Quarter 1 - The coyote bounty has received approximately 1300 coyotes and 3 wolves from the reduction program as of April 1, 2014.</p> <p>Quarter 4 – Program commenced for winter 2014/2015.</p> <p>2015</p> <p>Quarter 1 – Budget expended in March 2015. Total from fall to spring. 1602 coyotes, 13 wolves.</p> <p>Quarter 4 – 185 coyotes brought in to date this fall.</p> <p>2016</p> <p>Quarter 1 – Program has completed at end of March – 1606 coyotes and 3 wolves have been brought in (November 2015- March 2016) – Budget was mostly expended – balance of \$685 left in budget.</p> <p>Quarter 3 - Fielded a few calls about the program. Cleaned up tools to be ready for fall.</p> <p>2017</p> <p>Quarter 1 – Received 985 coyotes and 5 wolves through the program. 68 ratepayers accessed the program. The program ended March 31, 2017 and will begin again on Nov 1, 2017 if it is continued.</p>

			<p>2018</p> <p>Quarter 1 – Received 1491 coyotes and no wolves from 68 participants from Nov 2017 to March 31, 2018. \$22,365 payout (Budgeted \$25,000)</p> <p>Quarter 2- No activity. The expectation is to continue the program in 2018-19.</p> <p>Quarter 3- Will start the Coyote Reduction Program on November 1 2018 and ending in March 31 2019.</p> <p>Quarter 4 – About 250 coyotes and 1 wolf received for the Bounty in 2018. About 17 participants have taken advantage of the program so far.</p>
Increase funding for private contractors to manage beaver issues	Keith in consultation with PW	Dec 2018	<p>2018</p> <p>Quarter 1 - Budgeted \$60,000 towards beaver related issues. This is about 20,000 more than the previous year.</p> <p>Quarter 2- Contracting Harold Schultz on a daily basis to take care of beaver issues identified by Myself, Warren Leister, Dean Hedrick and Ron Dechaine.</p> <p>Quarter 3- Spent about \$40,000 of the \$60,000 budget to control beaver problems.</p> <p>Quarter 4- Spent all of the \$60,000 budget on trapping and other methods of beaver control.</p>
Continue to monitor the County for noxious weeds. Educate the public when located to assist with control of the same.	Keith/Warren	Dec 2018	<p>2018</p> <p>Quarter 1 – Held a weed identification workshop on March 29, 2017 at Horseshoe Bay. 10 residents attended. Will monitor and control weed issues in Ashmont and Horseshoe Bay in 2018.</p> <p>Quarter 2 – Presented at local FCSS meetings on noxious weeds. Continue to spray our land for noxious weeds. Local outbreaks of noxious weeds might require weed notices to</p>

			<p>local land owners.</p> <p>Quarter 3- Continued to monitor for prohibited and noxious weeds responding to complaints and working with land owners. Received approval from Alberta Environment to control Himalayan Balsam in the County in lake subdivisions.</p> <p>Quarter 4- Controlled weeds in Lottie Lake and Horseshoe Bay during the summer. Will continue to monitor for weeds in 2019.</p>
<p>Spraying map to be communicated to Bee Keepers in the area.</p> <p>Notification prior to spraying.</p>	Keith	Summer 2018	<p>2016</p> <p>Quarter 3 - Started to Compile a list of Bee Keepers in the County to be sent notifications for 2017.</p> <p>2017</p> <p>Quarter 1 – Compiling a list of beekeepers to send our plans for spraying this year.</p> <p>2018</p> <p>Quarter 1 – Will communicate our spray plans on the County webpage and/or social media</p> <p>Quarter 2- Identified roadways that bee keepers do not want sprayed early in the year. Will contact them next year for similar information.</p> <p>Quarter 3- Supplied a spraying map for our website so anybody can see where we will be spraying in the next 4 years.</p> <p>Quarter 4- Spraying map is active on our website for anyone to see where we plan to spray from year to year.</p>
<p>Ensure new road construction/back sloping is reviewed for spraying for up to 5 years.</p>	Keith	Summer 2017	<p>2016</p> <p>Quarter 1 – Maps of back sloping/ new road construction/ mulching are updated for 2016 spray season.</p> <p>Quarter 3 – Areas on maps are checked to see if they need to be sprayed in 2016. Areas not sprayed will be checked in fall.</p>

			<p>2017 Quarter 1 – Maps of back sloping, new road construction, and mulching are updated for the 2017 spray season.</p> <p>2018 Quarter 1 – Maps of back sloping, new road construction and mulching are updated for the 2018 spray season. These areas will be surveyed to determine if they will be sprayed. Quarter 2- Roadways are being sprayed and inspected to ensure the brush and weeds are kept to a minimum. Quarter 3- Fall seeding is underway. Roadways will be checked this fall for spraying plans next spring. Quarter 4- 2019 spray program will be reviewed to see if these roads need to be sprayed.</p>
<p>Club Root education for producers and for industry. Best Practices.</p> <p>Continue to staff ASB to check all canola fields in the County</p> <p>Send Pest Notice reminders to landowners affected by Club Root.</p> <p>When Clubroot is found at a field, work with the landowner to confirm the existence and develop a rotation plan that follows the County's policy and Provincial Management Plan.</p> <p>Send reminders to landowners with Clubroot that they need to keep to the strict rotation</p>	Keith	Dec 2018 - ongoing	<p>2016 Quarter 1 – Additional staff member has been included in the 2016 Preliminary Budget to assist with field inspection/club root education. Quarter 2 – additional staff member is hired – working to map where canola is planted in the County in preparation for field inspections later in the summer. Quarter 3 – field inspections of approximately 600 canola fields have taken place. There is potential of 2 fields being identified with the presence of club root. If confirmed, the landowner will be contacted regarding the county's club root policy document.</p> <p>2017 Quarter 1 – Summer student hired to complete clubroot surveys in 2017. Clubroot map is saved in our database for comparison to upcoming years. Quarter 2- Field inspections have commenced. Canola was planted on two fields that have pest notice since 2015. Landowner was notified that crops would be destroyed as per the Pest Act. County will seek Court Order to proceed.</p>

requirements in the first four years.			<p>Quarter 3 – 27 fields have been confirmed as having Clubroot. Keith has been working with affected producers to ensure they understand the requirement of the County Policy and Pest Act.</p> <p>2018</p> <p>Quarter 1- 30 fields were sent pest notices in 2017 for clubroot. These fields will be monitored in 2018 to ensure canola is not planted. 50 participants attended meeting held February 26, 2018 at Flat Lake Hall.</p> <p>Quarter 2- Clubroot inspections will start on July 9, 2018.</p> <p>Quarter 3- Clubroot inspections were completed on August 31, 2018. 14 new fields were found. We are planning an education meeting for producers in early 2019 regarding Clubroot.</p> <p>Quarter 4- Pest notices sent out to producers. Clubroot workshop planned for February.</p>
Purchase 2 additional Dog Kennels – estimate \$3500	Keith/Warren	Jan 2018	<p>2018</p> <p>Quarter 1 – Dog houses are built and material for fencing also at the shop. These will be completed this spring when the ground thaws.</p> <p>Quarter 2 – Dog kennels are awaiting fencing to be completed. Will complete during the summer when time permits.</p> <p>Quarter 3- The new dog kennels are completed. We now have 4 kennels for stray dogs.</p> <p>Quarter 4- Dog kennels in use.</p>
Purchase new 140-150 hp tractor for mowing (move old one to PW department)	Keith/Warren	1 st quarter 2018	<p>2018</p> <p>Quarter 1 – Current quotes were requested with purchase to happen after budget approval.</p> <p>Quarter 2- Purchased a Kubota (M7151) from Extreme Power Products to replace 2009 JD 7330 which was given to public</p>

			<p>works</p> <p>Quarter 3- Reviewing the capital replacement program for 2019 equipment needs.</p> <p>Quarter 4- Waiting for approval to purchase a new sprayer, truck, side arm and dog trailer from 2019 budget.</p>
Replace post pounder – est \$17,000	Keith/Warren	1 st quarter 2018	<p>2018</p> <p>Quarter 1- New post pounder purchased in January for \$14,007. One of the old post pounders will be put up for sale.</p> <p>Quarter 2- Old post pounder sold and the new one is being rented out.</p> <p>Quarter 3- Reviewing the capital replacement program for 2019 equipment needs.</p>
Replace 2004 quad for seeding – estimate \$15,000	Keith/Warren	Spring 2018	<p>2018</p> <p>Quarter 1- Will purchase new quad after budget approval.</p> <p>Quarter 2- Purchased a Polaris 570 from Extreme Power Products. We are still waiting for the seeder ordered from UFA</p> <p>Quarter 3- Seeder was delivered in late August. We will be using the seeder next season.</p>
Replace tilt deck trailer with heavier duty trailer	Keith/Warren	1 st quarter 2018	<p>2018</p> <p>Quarter 1- Will purchase new trailer after budget approval.</p> <p>Quarter 2- Ordered a trailer from Double A trailers in Two Hills. Still waiting for our trailer to be made.</p> <p>Quarter 3- Received our trailer from Double A trailers in July. The old trailer was delivered to the Elk Point Fire hall.</p>
Purchase drone with software/lenses – estimate \$10,000	Keith/Warren	1 st quarter 2018	<p>2018</p> <p>Quarter 1- Drone purchased for \$9460. and Special Flight</p>

			<p>Operations Certificate (SFOC) granted by Transport Canada. Three employees will be trained on its use in April (Mark Chileen, Andy Pederson and Keith Kornelsen).</p> <p>Quarter 2- Employees mentioned above trained to use the drone. The drone has been used on several flights for the County this year.</p> <p>Quarter 3- The drone is mostly used by public works.</p>
Consider contracting out the mowing of private lots in subdivisions and adjust fee to cover the cost.	Tim/Keith	Spring 2018	<p>2018</p> <p>Quarter 1- With the purchase of the new mower and tractor the County can adequately mow the lots in subdivisions.</p> <p>Quarter 2-Please see above explanation. We are currently not pursuing private contractors.</p>

Goal 13 – Planning & Development

Goal 13: Development is environmentally sound and sensitive			
Actions	Lead	Target Date	Quarterly Report
Cross Training of Planning staff to ensure customer support when staff members are absent.	Krystle/Chelsey	Dec 2018	Quarter 1 – ongoing
St. Paul North ASP to be completed.	Krystle	1 st quarter 2017	<p>2016</p> <p>Quarter 2 – Council has received a Draft of the St. Paul North ASP. A joint meeting with the Town will be scheduled to review the Draft before a public meeting will be held to allow the Public to provide input on the plan.</p> <p>Quarter 3 – no action on this item. Administrative changes at the Town of St. Paul has delayed the scheduling of a joint meeting regarding the ASP. Meeting to be scheduled in 4th quarter.</p> <p>2017</p> <p>Quarter 1 – A joint meeting between the Town and County was held to review the draft that was developed last year. Public Open</p>

			<p>House held March 30, 2017. Proposed Public Hearings to be held at the Town April 10 and County April 11.</p> <p>Quarter 2 – County did not pass bylaw approving North ASP, the Town of St. Paul has passed the bylaw. The County will meet with residents later to discuss issues regarding the ASP to determine if the County will pursue passing a bylaw.</p> <p>2018</p> <p>Quarter 1 – The St. Paul North ASP is on hold. Council will further discuss during Town of St. Paul and County of St. Paul Intermunicipal Development Plan.</p> <p>Quarter 2 – Currently being held for discussion until the IDP has been updated</p>
Review and update inter-municipal development plans with Town of St. Paul and Town of Elk Point and develop an IDP with Summer Village of Horseshoe Bay in accordance with ACP Grant	Krystle/Kyle / Sheila	March 2019	<p>2016</p> <p>Quarter 2 – the Province has announced new requirements under the new MGA that pertain to IDP's – will defer review of this plan until the MGA has been approved and requirements set for IDP's with our neighbours.</p> <p>2017</p> <p>Quarter 1: ACP Grant application was approved; project will commence in 2nd Quarter</p> <p>Quarter 2: RFP for the project has been posted by the managing partner, the Town of Elk Point; RFP will close in early 3rd Quarter. A consultant will be chosen in early August.</p> <p>2018</p> <p>Quarter 1 - ISL Engineering and Land Services has been awarded the contract to complete the work. The Project commenced in early January.</p> <p>Quarter 2 – public meetings were held for these projects. Meetings have been held with Administrations and councils. Consultants are currently writing the plans.</p> <p>Quarter 3 – ISL is working on drafting plans.</p>
Update inter-municipal development plan with the Town of Elk Point	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background</p>

			<p>information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 19, 2018.</p> <p>Quarter 2 – Background report has been completed and reviewed. Drafting of the IDP has commenced.</p> <p>Quarter 3 – ISL is working on drafting plans.</p>
Update inter-municipal development plan with the Town of St. Paul	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 18, 2018.</p> <p>Quarter 2 - Background report has been completed and reviewed. Drafting of the IDP has commenced.</p> <p>Quarter 3 – ISL is working on drafting plans.</p>
Create an inter-municipal development plan with the summer village of Horseshoe Bay	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 18, 2018.</p> <p>Quarter 2 - Background report has been completed and reviewed. Drafting of the IDP has commenced.</p> <p>Quarter 3 – ISL is working on drafting plans.</p> <p>Quarter 4- Draft plan has been reviewed by Administrations for comment.</p>
Draft and implement inter-municipal development plans with the MD of Bonnyville, Lac La Biche County, Smoky Lake County, County of Two Hills, and County of Vermilion River in accordance with ACP Grant	Krystle/Kyle/Sheila	March 2019	<p>2017</p> <p>Quarter 1: ACP Grant application was approved; project will commence in 2nd Quarter</p> <p>Quarter 2: RFP for the project will posted in early 3rd Quarter. A consultant will be chosen by mid-August.</p> <p>2018</p> <p>Quarter 1 - McElhanney Consulting Services Ltd has been</p>

		<p>selected as the consulting firm to complete the project.</p> <p>An advisory committee has been established with members from each municipality to lead the administration of the plan creation.</p> <p>An additional advisory committee comprised of Council and administration representation from each municipality has been established to provide policy direction.</p> <p>Monthly meetings are held to update the project and develop direction.</p> <p>A public launch was completed with landowners from the plan area on February 12, 13 and 14th 2018. From this consultation, trends were established and used to create the white papers for further investigation.</p> <p>A technical charrette was held with all municipalities to provide a policy framework for the IDP on April 4, 2018.</p> <p>An advisory committee meeting was held April 4, 2018 to establish guidelines for dispute resolution and plan administration.</p> <p>Another public consultation will be held April 26, 2018 to gain further direction and guidance from stakeholders.</p> <p>Quarter 2 - A public consultation, with good attendance, was held to determine if the direction from the “What We Heard” report was accurate. An advisory committee meeting was held June 7, 2018. Direction for governance was provided. Drafting of the IDP’s to take place over summer. Draft is expected in early fall.</p> <p>Quarter 3 – Draft IDP’s are being finalized. Will be presented to municipal council’s for review and adoption in November</p> <p>Quarter 4 – Draft’s complete. Will be presented for first</p>
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			reading in January after partners have given first reading to bylaws.
Create an inter-municipal development plan with Lac La Biche County	Krystle	March 2019	See Above
Create an inter-municipal development plan with the M.D. of Bonnyville	Krystle	March 2019	See Above
Create an inter-municipal development plan with the County of Vermilion River	Krystle	March 2019	See Above
Create an inter-municipal development plan with the County of Two Hills	Krystle	March 2019	See Above
Create an inter-municipal development plan with the County of Smoky Lake	Krystle	March 2019	See Above
<p>Re-Survey Plan 527MC Block 1 MK at Vincent Lake to have houses be situated on the lots. Estimated cost of re-survey \$42,000. Administration is recommending that the residents (15) be responsible for the cost of re-surveying.</p> <p>Sell the land that is currently ER but would become the land owners after re-survey to the appropriate lot owners. Determine cost of the sale of land – market??</p>	Krystle/Sheila	Dec 2018	<p>2017</p> <p>Quarter 2- an initial letter has been sent to residents of the subdivision kicking off the project. Krystle and Sheila have met with a committee of 3 residents to communicate more on the project. A meeting is planned for August 21 for residents to meet with the County and Explore Surveys to get more information to inform proposed re-subdivision.</p> <p>Quarter 3 – the meeting with residents was held. Public Works will work with the Surveyor to determine a future location of an internal road for the subdivision. Access Agreements for the existing access road will be developed in the interim to ensure access to the lots before a new road can be developed by the County. Explore Surveys will use all this information to determine new lot lines and required property exchange to re-survey/subdivide up the area.</p> <p>On August 8, 2017 Council set the sale value of the land at \$2,000/acre.</p>

			<p>2018</p> <p>Quarter 1 - Explore Surveys has surveyed the area and created a plan showing all structures. A copy of the plan of survey has been sent to all landowners in order for them to identify ownership of the structures. We have sent the information out a second time for those who have not yet responded.</p> <p>Quarter 2 - Landowners have confirmed ownership of structures. Explore Surveys to draft proposed property lines to rectify the existing encroachments.</p> <p>Quarter 3 – Draft proposed property lines have been generated. Internal review of proposal to take place followed by communication of the revised plan to landowners for comment.</p> <p>Quarter 4 – Draft proposed property lines have been sent to landowners for comment.</p>
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Goal 14 – Parks & Recreation

Goal 14: Recreation opportunities are available to the public through the County of St. Paul or partnerships

Action	Lead	Target Date	Quarterly Report
<p>Explore developing overflow camping area at Lac Bellevue</p> <p>Delay to 2017</p> <p>Delay to 2018</p>	Tim	Fall 2017	<p>2015</p> <p>Quarter 1 – not included in the 2015 budget</p> <p>Quarter 2 – Submitted an application under the Canada 150 Community Infrastructure Program for a campground expansion at Lac Bellevue as well as a gazebo, two new piers, and a miniature golf course</p> <p>Quarter 3- we were unsuccessful for this grant program.</p>

			<p>2016 Quarter 2– Administration is working on plans for the overflow camping area as approved in 2016 budget. Quarter 3 – results of survey of the Lac Bellevue campground has resulted in deferring of this project until land purchase from the Crown can be negotiated.</p> <p>2017 Quarter 1 – Waiting for approval from Alberta Environment and Parks for a lease amendment</p> <p>2018 Quarter 3 – Still waiting for approval from the Province. Quarter 4 – Alberta Forestry & Parks received revised survey plan. Waiting final approval.</p>
<p>Mallaig Recreation – 5 yr plan</p> <ul style="list-style-type: none"> ○ Gazebo – future 2019/20 - \$190,000 ○ Recycle bins ○ Hockey Arena Zamboni Repaired/Ice Plant Overhauled – 2017/18 - \$40,000 ○ Renovate Change rooms 2017/18 – waiting for quote ○ Add camping stalls/power upgrades – waiting for quote <p>Note Mallaig is looking for support of 50% of unfunded portions of projects.</p>	Sheila		<p>2014 Quarter 1 – Arena funding happened in 2014. \$50,000 contribution to playground in 2015 budget, funded by Public Trust Reserve. Quarter 2 – Council provided funding for Mallaig Playground – funded from Public Trust Reserve. Quarter 3 -Council provided funding for playground while the Ag Society waiting to hear about their grant – to be reimbursed to the County once they receive their grant.</p> <p>2015 Quarter 4 – Council provided additional funding to Mallaig Playground due to the Ag Society receiving less from their CFEP grant than was expected. The additional funding of \$28,500 was funded from the Public Trust Reserve.</p> <p>2018 Quarter 1 – Mallaig Ag Society attended a council meeting requesting \$50,000 in 2018 for their arena. They are anticipating a project that could cost approx. \$750,000 to be completed in 2019 – when they hope the County could provide further funds – ask is estimated to be approx. \$187,500. Quarter 4 – Council provided an advance of \$87,500 to Mallaig</p>

			Ag Society (which was budgeted in 2018) to assist with their renovation project.
Pursue grants for additional recreational servicing opportunities	Kyle	ongoing	<p>2017 Quarter 1: Applying for Agri Spirit Grant in 2nd Quarter Quarter 2 – Agri-Spirit application was sent in to upgrade boat launch at Lac Bellevue</p> <p>2018 Quarter 1 – Agri-Spirit grant send in for 12 recycling bins for our transfer stations. Quarter 3 – Did not get the Agri-Spirit grant. The County continues to pursue grants as required to enhance recreational servicing. These include: Co-Op Grants, Blue Cross, CFEP, and others.</p>
Pursue purchase of Provincial lands for County operated parks that we do not own. Lac Bellevue, Stony Lake.	Sheila/Tim/Linda	Dec 2018	<p>2017 Quarter 1 – Waiting for approval from Alberta Environment and Parks for a lease amendment for Lac Bellevue Park. Not purchasing Mallaig Beach area at this time, lease renewed with the Mallaig Chamber of Commerce.</p>
Provide assistance to St. Lina Ag Society for Phase II of their project. County contribution based on CFEP grant application –		Dec 2019	<p>2016 Quarter 3 – the St. Lina Ag Society has applied for a CFEP grant that contemplates this as part of their project. County Council has approved a letter supporting their grant application. The motion also approves 25% of the total cost of the project should the grant application be approved.</p> <p>2017 Quarter 1 – St. Lina was approved their CFEP Grant, \$45,525 is being considered in the 2017 Operational Budget. Quarter 2- County provide \$45,525 to St. Lina for this grant.</p> <p>2018 Quarter 2 – County has provided gravel and culvert to St. Lina Ag Society for their project.</p>

Continue to Explore cost of wifi at all municipal parks 2018 – one more park (completed at Westcove in 2017)	Tim	Dec 2018	2017 Quarter 1 – Defer to second quarter. Quarter 2 – Wifi is now available at Westcove – this is a partnership with MCSnet – at no cost to the campers. 2018 Quarter 2 – Met with MCSNet on June 27 to explore WiFi installation at Floatingstone Park Quarter 3 – Wifi installed at Floatingstone. Working with MCSNet to install Wifi at Lac Bellevue and Stoney Lake. Also looking to change the Wifi connection at Westcove to provide better service.
Explore the upgrade of boat launches at County Municipal parks, and other lake subdivisions in the County 2018 – Lac Bellevue \$150,000 2018 – Survey and design boat launch at Stoney Lake \$20,000	Tim/Bryan	Fall 2018	2017 Quarter 1 – Lac Bellevue Boat Launch budgeted for 2017 Quarter 2 – design of boat launch at Lac Bellevue to being worked on – still need Alberta Environment approval of design – plans to upgrade after the camping season. Quarter 4 – received Environmental approvals needed to build boat launch at Lac Bellevue 2018 Quarter 1 - Lac Bellevue Boat Launch upgrade not included 2018 budget. Stoney Lake boat launch survey design included in the 2018 budget, deferred to 2nd qtr. Quarter 2 – Bryan met with Urban System at Stoney Lake Park to start the survey design. Quarter 4 – Received construction extension to Dec. 31/19 for Lac Bellevue boat launch. Survey preliminary plan complete for Stoney Lake. Design completion and submission for approvals is anticipated by January 31/19.
Participate in a Parks and Recreation Needs Analysis and Master Plan Study	Tim/Kyle/Sheila		2017 Quarter 1: ACP Grant Application was approved; project will commence in 2nd Quarter

			<p>Quarter 2: RFP for the project has been posted by the managing partner, the Town of St. Paul; a consultant will be chosen by mid-August</p> <p>Quarter 4 – RC Strategies has been selected as the consultant on this project</p> <p>2018</p> <p>Quarter 1 – the project kicked off late Dec 2017. Facilities have been inventoried and some have had engineering reviews. Household surveys, stakeholder surveys & meetings have been completed in the 1st quarter. We had a great response rate for these surveys. We will be surveying youth (grade 6-12) next. We anticipate a joint meeting to be scheduled in May to report on findings of the surveys and next steps.</p> <p>Quarter 2 - – Joint Council meeting held on June 13 to review survey findings and complete workbook.</p> <p>Quarter 3 – Draft State of Recreation Report and Draft Regional Master Plan is complete and being reviewed by Administration Committee. Joint Council meeting to be held in 4th quarter and Public Consultation.</p> <p>Quarter 4 – Consultant presented draft Master Plan to joint Councils on Dec. 12/18 for their review. Plan to be released to Public early 2019.</p>
Start working with Society (if approved) to make application for grants to improve County facilities and cemeteries.			<p>2017</p> <p>Quarter 1: Legal opinion has been obtained and reviewed</p> <p>Quarter 2: Administration has begun the process of incorporating the society; continuing to work with legal counsel</p> <p>2018</p> <p>Quarter 1 – the Society has been approved. We will look to start applying for grants later in the year. First we need to have a first meeting of the membership.</p> <p>Quarter 3 - First meeting held to establish Board. The Society has put in an EOI to the ICIP (Federal Grant Program) as well as CFEP for the upgrade of a boat launch at Stoney Lake Park.</p>

Prepare a Public Engagement Survey addressing recreational needs within the County. To be handled by Parks staff during the 2018 season			2018 Quarter 2 – Deferred to 3rd quarter Quarter 3 – Deferred to 2019
Draft a standard Gazebo Rental Agreement	Tim	Spring 2018	2018 Quarter 2 – Completed
Draft a standard Park Eviction Letter	Tim	Spring 2018	2018 Quarter 3 – Deferred to 4th quarter Quarter 4 – Defer to 2019
Metal Roof at Floatingstone Park Office	Tim	Spring 2018	2018 Quarter 2 – Completed
Renovation of Floatingstone Shower Building	Tim	Spring 2018	2018 Quarter 2 – Completed
Install motion sensor lights at outdoor washrooms	Tim	Spring 2018	2018 Quarter 2 – Completed
Replace toilet seats at outhouses	Tim	Spring 2018	2018 Quarter 3 – Deferred to 2019
Explore New Gazebo camp stoves at Floatingstone, Lac Bellevue, and Stoney Lake	Tim	Fall 2018	2018 Quarter 1 – 2 Stoves to be fabricated by Public Works. 1 completed. Material cost of 1500/stove Quarter 3 – 2nd stove complete. 1 Installed at Floatingstone. 2nd installed at Lac Bellevue
New Piers at Westcove and Lac Bellevue	Tim	Spring 2018	2018 Quarter 2 – Purchased and installed
Explore setting up a temporary seasonal system for fuel storage at Westcove	Tim	Spring 2018	2018 Quarter 2 – Completed
Install above ground additional water tank for the spray park for Westcove	Tim	Spring 2018	2018 Quarter 2 – Completed
Explore use for golf cart for night	Tim	Spring 2018	2018

supervision			Quarter 2 – Completed. Purchased 2 used gold carts
Re-side Stoney lake Park Office	Tim	Spring 2018	2018 Quarter 2 – Completed
Consider new playground for Perch Lake/Crestview Subdivisions – est \$35,000 each	Tim	Summer 2018	2018 Quarter 1 – not approved in the budget
Explore Power upgrade at Floatingstone	Tim	Dec 2018	2018 Quarter 2 – Deferred to 3rd quarter Quarter 3 – Deferred to 4th quarter Quarter 4 – Approved design plan with Atco. Construction to take place by January 15/19.
Cold Mix at Westcove for access to tenting/pickleball area	Tim/PW	Summer 2018	2018 Quarter 3 – Deferred to 2019
Picnic benches, tables, firepits (10 of each)	Tim	Summer 2018	2018 Quarter 2 – 10 Fire Pits purchased Quarter 3 - 10 Picnic tables and 10 benches purchased
¾ ton truck for maintenance crew to better haul equipment (passed down from PW)	Tim/PW	Spring 2018	2018 Quarter 2 – Received T-08 from PW
Washer/dryer for Lac Bellevue, Westcove, and Stoney for park attendant buildings	Tim	Spring 2018	2018 Quarter 2 – Not purchasing in 2018
Window awning for east windows at Lac Bellevue park office	Tim	Spring 2018	2018 Quarter 1 – Completed. Purchased from 2017 budget. Purchase price of \$116
Line painting for RVs in parking lot at Westcove by the office	Tim	Spring 2018	2018 Quarter 3 – Deferred to 2019
Explore reservation policy changes for 2018	Tim/Council	Spring 2018	2018 Quarter 1 – Completed. Prebooking for group sites for Westcove/Floating Parks. Monthly site bookings at less desirable stalls to be determined by Park Attendants for

			Floatingstone, Westcove and Stoney Lake Parks
Contribution to Skate Park in St. Paul if they commence construction - \$30,000	Council	Dec 2018	2018 Quarter 1 – included in the 2018 budget
Consider Contribution to the Town of St. Paul Driving Range at the Golf Course - \$50,000	Council	Dec 2018	2018 Quarter 1 – Not in 2018 budget. Town of St. Paul planning for 2019 project pending grant funding.

Goal 15 – Library/Culture

Goal 15: Public libraries conserve and enhance the rural lifestyle of residents by providing easy access to information, reading and educational materials

Action	Lead	Target Date	Quarterly Report
Potential replacement of the Action Van in St. Paul??		April 2017 - budget	2017 Quarter 1 – request received from the Town of St. Paul regarding their intention to replace the Action Bus in 2017. \$20,000 contribution is being considered in the 2017 Operating Budget. Quarter 2 – \$20,000 budget approved. Waiting for Town to purchase handi-van. Quarter 4 – this van was purchased and contribution provided to the Town of St. Paul
Condo Bylaw and Party Wall Agreement complete for building that houses Northern Lights Library and Allied Arts	Sheila/Kyle	Dec 2017	2017 Quarter 1 – No action yet Quarter 4 – Administration has re-familiarized itself with this file and aims to bring the Condo Bylaw and Party Wall Agreement to County and Elk Point Councils in the 1 st Quarter of 2019 for approval.

Appendix A

2018 Road Construction

Division 1

Laurier Lake Slide
Moose Hills Slide
BF01013 Riverview

W 23-56-4-W4
SE28-57-5-W4

RGE Rd 42
Moose Hills Hwy
Riverview

Defer 2019
Complete
Complete

Division 2

Richland Road
Hook Lake Rd
BF 2BF72560

1.5 miles
0.75 miles
Place Rip Rap

W of 16,21-56-07-W4
W of 4, 57-07-W4

Rge Rd 71
Rge Rd 74

Complete
Defer 2019
Complete

Division 3

Marcoux Road
BF02351

1.5 miles
No STIP

W of 28, 29-57-08-W4
W21-58-8-W4

Rge Rd 85

Complete
No STIP

Division 4

Looy Road
Camp Lake
Berlinguette South

2 miles
0.5 miles
0.5 miles

S of 13,14-58-11-W4
NW31-57-10-W4
NW34-58-10-W4

Twp Rd 582
Rge Rd 110
Rge Rd 103

Started - winter const.
Complete
Cancelled

Lafond Sewage Road	1 mile	S ½ 29-56-11-W4	Twp Rd 564	Complete
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Division 5

Berlinguette Road	0.5 miles	W 03-59-10-W4	Rge Rd 103	Complete
Owlseye	0.5 miles	Sec 4-59-10-W4	Rge Rd 104	Complete
H. Dargis	1 mile	W of 13-60-10-W4	Rge Rd 91	Started - complete 2019
Boscombe Hall Rd	1 mile	W of 3-60-10-W4	Rde Rd 103	Defer 2019
Capp Road	1 mile	SW1-59-10-W4	Twp Rd 590	Complete

Division 6

Garner Road	2 miles	W of Rge Rod 113	Twp Rd 610	Complete
6BF72562	Rd work	SE14-62-11-W4	Twp Rd 610	Complete
BF70105	no STIP	NW6-61-11-W4	Rge Rd 120	No STIP
BF70924	no STIP	SE27-59-11-W4	Twp Rd 594	No STIP

Appendix B**2018 Oiling Plan****Division 1**

Ross Lake Road	4 miles	2000 yds	Cancelled
Willow Range Road	1 mile	2000 yds	Complete
Krider Rd east of 897	0.75 miles	1000 yds	Deferred to 2019

Division 2

Stoney Twp 564	2 miles	3000 yds	Complete
Willow Range Road	2 miles	3000 yds	Complete

Division 3

St. Edouard Rg Rd 83	2 miles	3200 yds	Deferred to 2019
RR82 South of Hwy 29	2.5 miles	4000 yds	Complete
Rg Rd 85	1.5 miles	2000 yds	Deferred to 2019
Armistice Road	2 miles	3200 yds	Completed 0.75 mi (finish in 2019)
Twp 560 Lac Bellevue	1.5 miles	2800 yds	Base coat done on 2.5 mi (finish in 2019)

Division 4

Rg Rd 104 Hwy 29 North	2 miles	3800 yds	Complete
Rg Rd 101 South Hwy	1 mile	1800 yds	Deferred to 2019
Lafond Road South Hwy	1 mile	2000 yds	Deferred to 2019
Garneau Road	1 mile	2000 yds	Deferred to 2019

Division 5

Sunset Bay Rd	2 miles	3200 yds	Complete
Pederson Rd	1 mile	1600 yds	Complete
Parkland Subdivision	1.5 miles	2800 yds	Complete

Division 6

St. Lina 104 South	2 miles	3200 yds	Complete
Boyne Lake East	2 miles	3200 yds	Complete
RR 100 Mallaig North	2.5 miles	4600 yds	Complete

Appendix C**2018 New Equipment**

	Price	Sell/trade	Cost
JD Tractor from ASB	32,900		32,900
New Wobbly Packers	34,500		34,500
Grader - MG-01	497,360	242,000	255,360
Grader - MG-03	497,360	267,800	229,560
Grader - MG-08	496,000	242,000	254,000
Steamer - ST-2	12,500	1,500	11,000
Transfer Mower to Parks	-10,600		-10,600
Front Mount Mower - M-4	20,000		20,000
Trailer - LB-11	45,000	2,500	42,500
Crusher Cone Chassis	615,900	-56,750	559,150
Backhoe	85,898		85,898
 Vehicles:			
Gravel Truck - T-11	240,000	15,000	225,000
Gravel Truck - T-40	280,000	40,000	240,000
Sander/Gravel	280,000		280,000
1 Ton diesel - T-33	44,831		44,831
1/2 Ton - T-27	37,193		37,193
Transfer T-08 1 ton to Parks	-1,550		-1,550
			1,752,592

Selling in Fall

T-56 2008 Freightliner 5yard Sander

Sold for \$36,000

T-11 1995 Kenworth T800 Plate

Selling in November

