

2025 STRATEGIC PLAN

COUNTY OF ST. PAUL

Admin Office

 5015 49 Avenue, St. Paul AB

 780-645-3301

 countysp@county.stpaul.ab.ca

 county.stpaul.ab.ca

Public Works

 5618 57 Street, St. Paul AB

 780-645-3006



TABLE OF CONTENTS

2	INTRODUCTION
4	BIG PICTURE
5	STAKEHOLDERS
6	OUR PROCESS
6	MISSION & VISION
7	VALUES
8	ADMINISTRATION
14	COMMUNITY SERVICES
17	PUBLIC WORKS
19	CONTACT US

INTRODUCTION

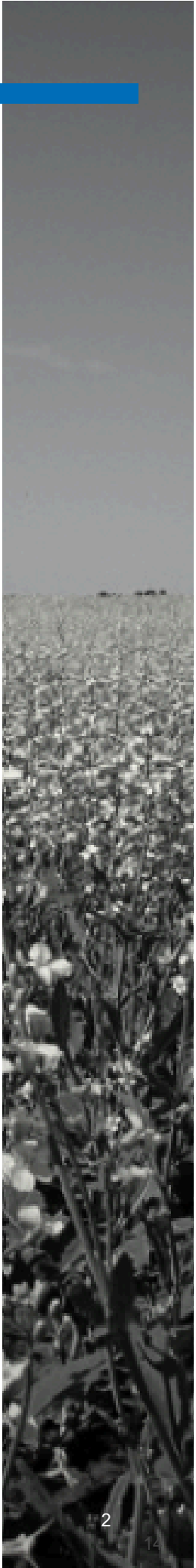
The purpose of this plan is to establish the County’s attention to the importance of high quality Administration, Community Services, and Public Works operations.

This plan emphasizes the strategies each department will focus on in 2025, with a corresponding operational plan for each department to follow.

These plans are evaluated and reviewed annually.

COUNTY OF ST. PAUL OVERVIEW

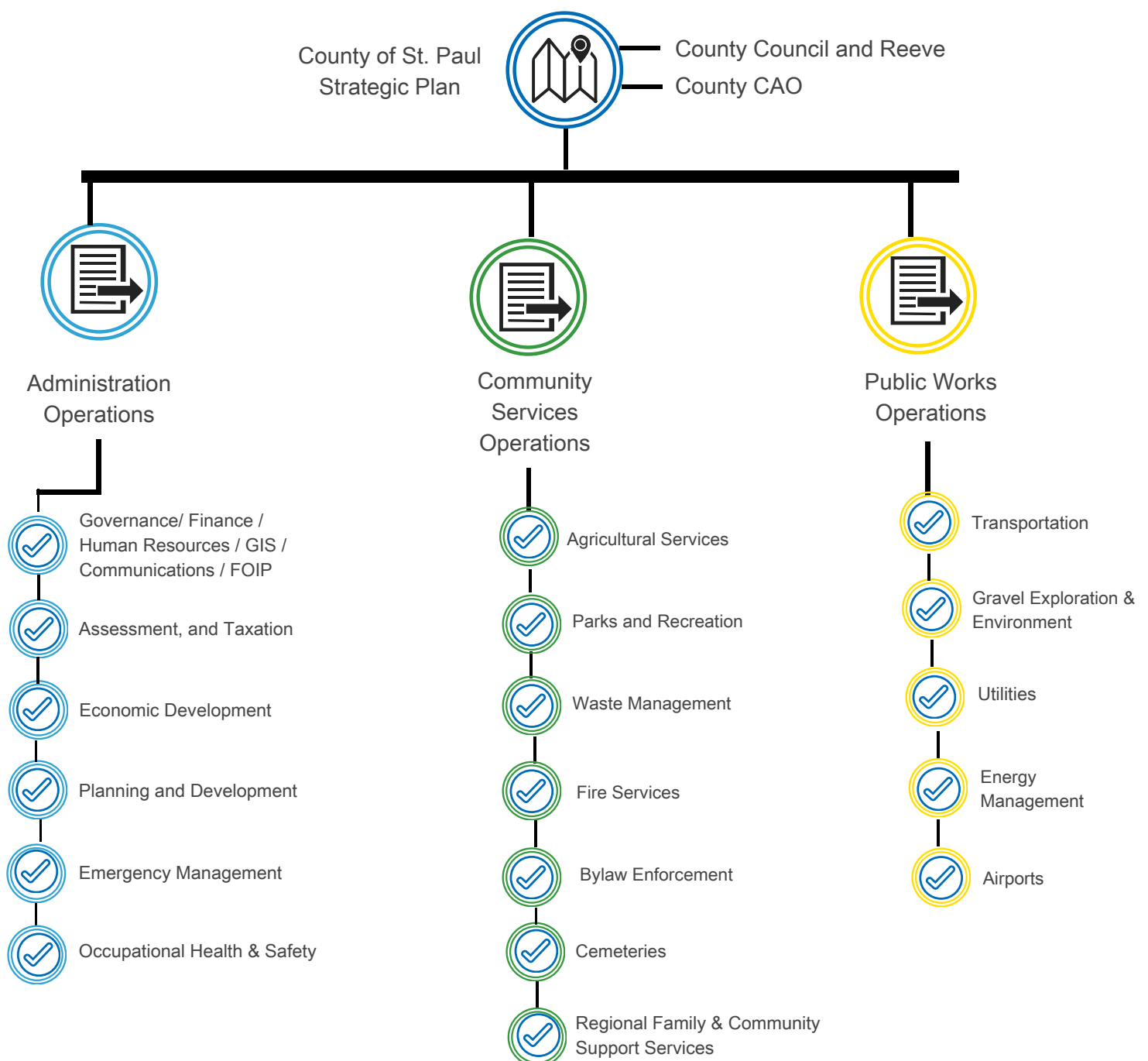
The County of St. Paul Strategic Plan includes the departments shown below.



INTRODUCTION

COUNTY OF ST. PAUL OVERVIEW

The County of St. Paul's three main departments - Administration, Community Services, and Public Works - each manage several areas.



BIG PICTURE

The County collects a certain amount of tax dollars each year to maintain the County's levels of service. The Strategic Plan influences the allocation of these dollars to achieve service levels. The County also applies for several operating and capital grants each year.

As required by the Municipal Government Act, municipalities complete a 3-year operating and 5-year capital budget. The County of St. Paul conducts 5-year operating and 5-year capital budgets.



OUR STAKEHOLDERS



Permanent Residents, Temporary Residents, Visitors, Seasonal Residents, and Landowners.



Rural and Urban municipal neighbours.



County of St. Paul Council, which includes the Reeve and six Councillors.



Approximately 100 employees between the Administration Office and the Public Works Shop.



Agriculture Producers, Industry, Contractors and Small Business.



First Nation and Métis Settlements, including Good Fish, White Fish, Fishing Lake, Puskiakinwenin, Unipouheos, Kehewin, and Saddle Lake.



Students, Educators and Community Volunteers.



Alberta HUB and STEP Economic Development Alliance located in the Administration Office.



Key Regional Media: Lakeland This Week, Lakeland Connect and Stingray Alberta.

AN OVERVIEW OF

OUR PROCESS



MISSION

To create **desirable** rural experiences

VISION

The leader in rural success



OUR VALUES

COMMUNITY at the Core

Meaning: Community and people are top-of-mind in everything we do. We build relationships, work together, and support our neighbors.

Leads us to: Donate to local causes. Partner with neighboring municipalities. Develop and promote volunteer & social programs.

ACCOUNTABILITY in Action

Meaning: We are reliable, consistent, accessible, and informative. We take responsibility and understand that we must answer to the public. Follow through is expected and delivered upon.

Leads us to: Develop strategic and communications plans. Provide council minutes which are easily accessible. Host public engagement opportunities in the community.

LEAD and Succeed

Meaning: Empowering people and creating positive environments which foster success. We work together to inspire & influence others. Create together, achieve together, and share in success together.

Leads us to: Engage in team building. Share successful plans, policies, and other assets with partners.

Unwavering INTEGRITY

Meaning: Doing the right things for the right reasons. Open and honest communication. Taking actions that generate trust. Decisions are based around people and creating a better life for all.

Leads us to: Communications planning. Build reporting measures.

INNOVATE to Elevate

Meaning: Thinking outside the box and proactively solving problems. Seeking continuous improvement and fostering growth. Actively looking for innovative ways to excel and enhance services to stakeholders.

Leads us to: Complete an economic development needs analysis. Provide professional development opportunities. Complete physical renovations. Implement new technology. Provide ways for public and internal input.

NEXT STEPS FOR **ADMINISTRATION**

DEPARTMENT STRATEGY

ADMINISTRATION

1. Governance

STRATEGY 1.1

Transparency to demonstrate accountable governance

STRATEGY 1.2

Continuous improvement of services and operations

STRATEGY 1.3

Collaborate with municipal partners

STRATEGY 1.4

Participate on committees that contribute to governance and services provided in the County

STRATEGY 1.5

Approve appropriate policies for the County

STRATEGY 1.6

Improve relationships with Indigenous neighbours

STRATEGY 1.7

Support crime prevention efforts within the County

STRATEGY 1.8

Reallocate existing dollars for stronger cost and service efficiencies

DEPARTMENT

STRATEGY

ADMINISTRATION

1. Governance

STRATEGY 1.9

Financially support community groups

STRATEGY 1.10

Adequately fund Library Services within the County/Region

STRATEGY 1.11

Provide scholarships to support students in the St. Paul Regional Education Division and Ecole du Sommet

STRATEGY 1.12

Work towards a Municipal Census, intermediate to the federal census, to ensure accurate grant funding

STRATEGY 1.13

Conduct the 2025 Municipal Election

2. General Administration

STRATEGY 2.1

Continue work on the Asset Management Project, making informed decisions on the replacement and maintenance of County equipment and infrastructure

STRATEGY 2.2

Continue building positive relationship between the County Administration Office and Public Works Shop

STRATEGY 2.3

Improve customer experience, updating communication methods to create a more user-friendly digital experience

DEPARTMENT

STRATEGY

ADMINISTRATION

3. Corporate Services

STRATEGY 3.1

Continue to improve the Human Resources framework to improve experience for management and employees

STRATEGY 3.2

Continue to research opportunities for grant funding

STRATEGY 3.3

Ensure Additional Named Insured Organizations understand insurance requirements, protocols, and tools

STRATEGY 3.4

Develop a cloud-based Records Management System that includes Land Files and general documents

STRATEGY 3.6

Continue to maintain and upgrade County-owned buildings and facilities

STRATEGY 3.7

Increase proactive communication on County initiatives and information

STRATEGY 3.8

Ensure all County departments and staff are supported with quality, timely, and effective communication

STRATEGY 3.9

Increase public information about County historical, tourism, economic development, events, etc. that will increase interest in local events

DEPARTMENT

STRATEGY

ADMINISTRATION

4. Freedom of Information and Protection of Privacy (FOIP)

STRATEGY 4.1 --

Provide public with the process to obtain information through the *Freedom of Information and Protection of Privacy Act*

5. Planning and Development

STRATEGY 5.1

Development of Area Structure Plans around urban neighbours to reduce expense for developers

STRATEGY 5.2

Resurvey identified locations within the County to resolve ownership concerns

STRATEGY 5.3

Determine opportunities to encourage development and reduce red tape

STRATEGY 5.4

Provide education opportunities and resources to the public on planning topics

DEPARTMENT

STRATEGY

ADMINISTRATION

6. Economic Development

STRATEGY 6.1

Centralized Economic Development, aligning regionally on priorities and process

STRATEGY 6.2

Focus on Key Industry Sectors, which include agriculture, energy, tourism, manufacturing, and film

STRATEGY 6.3

Investment Attraction, from site selection to lead generation and engagement

STRATEGY 6.4

Partnerships and Advocacy, fostering local, regional, and provincial partnerships to advocate for regional priorities

7. Emergency Management

STRATEGY 7.1

Enhance Regional Emergency Management Preparedness

STRATEGY 7.2

Increase public awareness and education on public participation.

DEPARTMENT

STRATEGY

ADMINISTRATION

8. Occupational Health & Safety

STRATEGY 8.1

Continuous improvement of Safety Management System

STRATEGY 8.2

Continued access and use of the Regional Safety Management System

STRATEGY 8.3

Establish enhanced OHS training standards and tracking

STRATEGY 8.4

Establish system for the assurance of competency assessment

STRATEGY 8.5

Continued use of enhanced system for the collection and completion of incident reports/analysis along with corrective action tracking

STRATEGY 8.6

Identify and implement efficiencies relative to administration of regional safety management system

STRATEGY 8.7

Ensure Contractor Compliance to Safety Program

NEXT STEPS FOR

COMMUNITY SERVICES

DEPARTMENT STRATEGY

COMMUNITY SERVICES

1. Parks and Recreation

STRATEGY 1.1

Increase usage of our parks, campgrounds, and recreation facilities

STRATEGY 1.2

Maintain, streamline, and upgrade parks and recreation facilities and operations

STRATEGY 1.3

Enhance value in Parks and Recreation operations

2. Waste Management

STRATEGY 2.1

Implement Extended Producer Responsibility (EPR) Program

STRATEGY 2.2

Improve public awareness about waste management

STRATEGY 2.3

Maintain, streamline, and upgrade Waste Management facilities, equipment, and operations

DEPARTMENT

STRATEGY

COMMUNITY SERVICES

3. Agriculture Services

STRATEGY 3.1

Build public awareness about Agricultural Services

STRATEGY 3.2

Maintain and improve programs for Agricultural Service Board

STRATEGY 3.3

Maintain equipment and facilities

4. Fire Services

STRATEGY 4.1

Maintain equipment and facilities

STRATEGY 4.2

Support the attraction and retention of volunteer firefighters

STRATEGY 4.3

Share common strategies for policies, procedures, and operations between regional departments

STRATEGY 4.4

Engage residents in fire safety information and programs

STRATEGY 4.5

Maintain and consider new opportunities for regional collaboration with our neighbours

5. Bylaw Enforcement

STRATEGY 5.1

Effective and Efficient Bylaw Enforcement

STRATEGY 5.2

Engage and Educate the Community

DEPARTMENT

STRATEGY

COMMUNITY SERVICES

6. Cemeteries

STRATEGY 6.1

Maintain County-owned Cemeteries

STRATEGY 6.2

Maintain and update Records Management

STRATEGY 6.3

Assist Privately-owned cemeteries within the County

7. Regional Family & Community Support Services (FCSS)

STRATEGY 7.1

Provide funding for Regional Family & Community Support Services

STRATEGY 7.2

Report on programming within the County completed by Regional FCSS

STRATEGY 7.3

Provide support, information, and programming for residents that is affordable and accessible

STRATEGY 7.4

Provide summer programming throughout the region

STRATEGY 7.5

Recognize the Volunteers in our communities

STRATEGY 7.6

Increase Senior Support

STRATEGY 7.7

Increase Youth Support

NEXT STEPS FOR **PUBLIC WORKS**

DEPARTMENT STRATEGY

PUBLIC WORKS

1. Transportation

STRATEGY 1.1

Ensure safe road and bridge infrastructure for public

STRATEGY 1.2

Improve the Community Aggregate Management Program

STRATEGY 1.3

Leverage the Gravel Sales Program

STRATEGY 1.4

Maintain Equipment and Facilities

2. Utilities

STRATEGY 2.1

Ensure safe supply of water to residents of Mallaig, Ashmont, Lottie Lake, and along the transmission lines

STRATEGY 2.2

Maintenance of sanitary lagoons and collections systems

STRATEGY 2.3

Maintain a consistent rate structure for the use of County wastewater facilities

DEPARTMENT

STRATEGY

PUBLIC WORKS

2. Utilities

STRATEGY 2.4

Explore alternative wastewater treatment processes at Ashmont or Mallaig lagoons to reduce maintenance costs and improve effluent quality

3. Energy Management

STRATEGY 3.1

Improve energy efficiency at all County buildings and facilities

4. Airports

STRATEGY 4.1

Collaborate with Town of St. Paul for maintenance and improvements at local airports

NEED MORE INFORMATION?

CONTACT US

JASON WALLSMITH, CHIEF ADMINISTRATIVE OFFICER

EMAIL: jwallsmith@county.stpaul.ab.ca

ADMINISTRATION OFFICE

5015 49 Avenue, St. Paul, AB T0A 3A4

780-645-3301

www.county.stpaul.ab.ca

Find us on:



COMMUNITY. ACCOUNTABILITY. LEADERSHIP. INTEGRITY. INNOVATION