

Meeting of the Town of St. Paul Council in the St. Paul Town Council Chambers on Monday, January 26th, 2015 at 19:00 Hours.

MEMBERS PRESENT:

Mayor Glenn Andersen, Ken Kwiatkowski, Edna Gervais, Dwight Wiebe, Don Padlesky, Ron Boisvert CAO, Gary Ward Assistant CAO and recording secretary Cindy Litwinski.

MEMBERS ABSENT:

Judy Bogdan, Norm Noel

PRESENTATION:-Northern Lights Library System (NLLS)-Mircea Panciuk

- Mircea handed out documentation to Council on Northern Lights Library System.
- The documentation included information on their E-Resources, The Regional Automation Consortium and their 2014-2017 Plan of Service.
- As of December 2013 reports showed 40,590 active TRAC/TAL cardholders belonging to the libraries in NLLS.
- A December 31st, 2013 “snapshot” showed that St. Paul Municipal Library has 1395 patrons that belong to the Town of St. Paul. St. Paul Municipal Library also has 592 patrons that belong to the County of St. Paul and 108 patrons belonging to other municipalities.
- NLLS ordered 23,490 books in 2013 for a total cost of \$355,376.18 or an average of \$15.09 per book. There was an average discount of 37.50% for these books for a realized saving of \$106,972.67 or an average savings of \$4.54 per book.
- St. Paul Municipal Library received 389 of these books at an average cost of \$35.73 per book and received an average discount of 37.50%. The realized savings for the St. Paul Municipal Library was \$4,183.50 or an average savings of \$10.75 per book.
- NLLS and its partner libraries have 712,320 items that are catalogued and on the Polaris Integrated Library System (ILS) TRAC (The Regional Automation Consortium) which includes NLLS has 3,275,498 items that are catalogued and on the Polaris ILS.
- Statistics from 2013 reported by NLLS and 45 of its partner libraries indicated that 737,498 items were circulated by NLLS Libraries.
- St. Paul Municipal Library circulated 30,320 items in 2013. St. Paul Municipal Library circulated 134% of their collection in 213.
- Statistics from 2013 reported by 45 of NLLS partner libraries indicated that 457,900 interlibrary loans were done.
- St. Paul Municipal Library had 34.89% (7,876) items of their collection out on Interlibrary Loan in 2013. St. Paul Municipal Library borrowed 8,756 items in 2013 or 38.78% of their collection. Borrowing these items saved the library an average of \$25.44 per item or \$222,752.64. St. Paul Municipal Library interloaned 16,632 items in 2013.
- Electronic book usage has increased from 374 items checked out in 2010 to 3,044 items checked out in 2013.
- NLLS provides to the St. Paul Municipal Library: Shared TRAC Services, Resource Sharing Services, Bibliographic Services, Public Services, Information & Technology Services, Administrative Services and Infrastructure Costs and Computer Replacement Program.
- Mircea thanked the Town of St. Paul for their continued support of Northern Lights Library System.
- On behalf of Council Mayor Andersen praised Mercia and the NLLS Board for all that they do. We appreciate the service.

PRESENTATION:-St. Paul Journal-Janani Whitfield

- Janani has been attending Council meetings for the last 7 years.
- A number of other communities use the newspaper as a method to communicate with their residents. Janani handed out samples of what other communities are doing.
- She is here to make a proposal to Council to consider advertising on a regular basis.
- St. Paul Journal Proposal to the Town of St. Paul (Prices are negotiable):
 - ❖ Full Page Ad
 - Regular cost advertising all year=\$42,744.00
 - 35% discount, running weekly ad=\$27,784.00
 - 35% discount running bi-weekly ad=\$13,892.00
 - ❖ Half Page Ad
 - Regular cost advertising all year = \$34,320.00
 - 25% discount, running weekly ad = \$25,740.00
 - 25% discount, running bi-weekly ad = \$12,870.00
 - ❖ Black and White print prices have been quoted, however they will include color printing for free.
 - ❖ Provisions:
 - The page can be used by Town of St. Paul or any of its departments or facilities.
 - The page can be used for By-Laws, development permits, notices or employment ads.
 - Design is included; they can provide PDF's to be put up on their website and the Town's website.
 - Space must not be used in partnership agreements or for the use of other Town groups or clubs.
 - Does not include any extras/special sections.
- Mayor Andersen thanked Janani for her presentation to Council.

Mayor Andersen called the Regular meeting to order at 20:00 Hours.

- 1) Moved by Dwight Wiebe
That, the Agenda be adopted as read.

“CARRIED”

- 2) Moved by Ken Kwiatkowski
That, the minutes of January 12th, 2015 Council meeting be adopted as read.

“CARRIED”

BUSINESS FROM THE MINUTES:

- Page 4-Ken Kwiatkowski report: Would like Administration to look into the model number and specs of the LED lights that ATCO is recommending upgrading to. He would like to see if we could purchase from the manufacturer direct to save money.
- Page 3-Evergreen Regional Waste Management Commission: we have received no information from Evergreen regarding the mediation grant received from Municipal Affairs.
- Page 4-A/R online payments: Administration will contact the banks to see if they would be willing to waive the fees.
- Page 5-Lights of Lagasse Park toboggan hill: Ron will arrange a site visit. Francois would like to re-shape the toboggan hill.

COUNCIL COMMITTEE REPORTS:

Edna Gervais
Chamber of Commerce

- Attended meeting on January 14th, 2015.

- Executive Director reported that the Chamber has received half of last year's membership renewals, which include three brand new memberships. These numbers are the average compared to previous years.
- Something new for 2015 is that the Chamber will be putting on quarterly workshops or guest speakers. I will forward the topics and dates once they are confirmed.
- The Chamber would also like to be more active in the business community. The Chamber will help businesses host Meet and Greet events at their place of business to encourage networking.
- Reminder: The AGM is at 7:00PM February 4th, 2015 at Milano's Restaurant.

Concerto Network

- Attended meeting in Beaumont on January 14th, 2015.
- Met most of the representatives from the other communities that are part of the Network. They are: Plamondon, Beaumont, Legal, St. Albert, Morinville, St. Paul, Bonnyville, Falher, Lac La Biche County, MD of Smokey River.
- The meeting consisted of networking and information exchange as to what the communities would like to get from the Network and what the Network can do for the communities.
- We have been finalizing the Event of February 6th, 2015, 3:00PM at Portage College. Hope everyone will attend.

Ken Kwiatkowski

Community Futures Strategic Planning 2015

- Food sector conference: The Community Futures offices of St. Paul and Lac La Biche will be planning a conference in conjunction with Portage College. They will also be working with Northern Alberta Food Marketing Association (NAFMA).
- Motorcycle Tourism: the Community Futures offices from the Province will put together a ride for all motorcycle clubs. There will be a contest "Most Rider Friendly Community". There are about 100 riding clubs within an hour radius of St. Paul. We were told that the average rider spends about \$400.00 a weekend when they go riding. Will have more information on this as time goes on.
- Financial Literacy Program: our Community Futures office will be working with the schools Junior High, High School and Community Learning.

Dwight Wiebe

MPC

- Received a request from roll #48 5318-50th Ave asking to have the mill rate changed from Commercial to Residential on this property.
- This is a vacant lot in a commercial zone.
- The MPC committee would like to recommend to Town Council that the Commercial mill rate remain on the property at 5318-50th Ave.
- Council will leave it with a Commercial Mill Rate.

Don Padlesky

- Volunteered for the Friend of Library and worked a bingo on Wednesday night. There was a crowd of over 225 people.
- The Alberta Senior Citizen' Housing Association (ASCHA) is celebrating their 50th anniversary as an association.
- Am interested in taking a course with Electors Official Legislation. The cost is approximately \$350.00 per course.

3) Moved by Ken Kwiatkowski

That, we support taking Elected Official Education Courses and add \$3,000.00 to the 2015 budget.

"CARRIED"

MAYOR'S REPORT

Glenn Andersen

- ACFA Régionale de Saint-Paul have sent an invitation to their flag raising ceremony which will be held on Thursday, March 5th, 2015, at 12:30, at École du Sommet (4609-40th Street). Councilor Padlesky will attend this event.
- Received correspondence from The Alberta Order of Excellence inviting us to nominate a deserving Albertan to become a member of the Alberta Order or Excellence. We will post the invitation on our Town Website and Facebook page and forward to the media for them to share the information on their websites.
- Received an invitation to Portage College second annual Spring Gala on May 8th, 2015. They will feature a cooking demo by the youngest Canadian to win Iron Chef America and host of Chuck's Day Off, celebrity chef Chuck Hughes. Tours of the Food Sciences Centre will also be provided. Tickets cost \$150.00 each. Administration will forward the information to Council.
- Received an invitation from Portage College to their 15th Annual Portage College Sports & Education Dinner in Lac La Biche on April 17th, 2015. Administration will forward the information to Council.
- Received information regarding the 2015 Minister's Senior Service Awards. The award is to help recognize individuals and organizations who volunteer to assist Alberta's Seniors. The Nomination Deadline is February 27th, 2015. Administration will forward the information to Council, the Media and MD Foundation.
- Received information from Alberta Energy Regulator. They sent information on plans for future, the drilling process and reclaiming land. Please let mayor Andersen know if you would like to read the information.

ADMINISTRATION REPORT

- Received a quote from Lakeland Security Services regarding patrolling St. Paul between the hours of 10:00PM-6:00AM. The quote is as follows:
 - ❖ To provide a security guard and unit to patrol the Town each night from 10:00PM-6:00AM.
 - ❖ Security Guard: 8 Hours x \$18.00 per hour = \$144.00
 - ❖ Security Unit: 8 Hours x 6.95\$ per hour = \$55.60
 - ❖ Subtotal \$199.60+\$9.98 (GST) =\$209.58. Note: this is at their cost, regular pricing would include a markup of 20% for a total nightly cost of \$239.52
 - Would like to share this information with businesses in Town to see if they would like to share in the cost. If businesses shared in the cost we could have coverage every night. We will ask the Chamber of Commerce to share this information with their members. We will ask Lakeland Security Services to make a presentation on March 9th, 2015 to Council and request businesses to attend the meeting. Ron will make arrangements with Lakeland Security and Councilor Gervais will make arrangements with the Chamber of Commerce.
 - New Assessor for the Town of St. Paul. Municipal Affairs sent us a letter stating that we need to make a motion to appoint an individual to the position of assessor. Our By-Law effectively establishes the position of assessor as a designated officer however our original motion was to sign a contract instead of appointing an assessor.
- 4) Moved by Edna Gervais
That, we appoint Bob Daudelin to position of assessor: he meets the qualifications of Assessor regulation.

"CARRIED"

WSP Area Structure Plan

- WSP used to be FOCUS.
- The price they are quoting to complete an Area Structure Plan for our Industrial area is approximately \$123,950.00.

- 5) Moved by Dwight Wiebe
That, we approve the quotation of \$123,950.00 from WPS to complete the Area Structure Plan of our Industrial Area.

“CARRIED”

- The applications for the Canada Build Grant are still not available.
- Members of the Rural Health Services Review Committee will be travelling to St. Paul on February 5th, 2015 from 10:00 AM- 3:15PM and they would like Council to attend to share their thoughts on our community’s health care services. The meeting will be at the Centennial Senior Citizen Centre 5114-49 Street.

St. Paul journal Proposal

- If we purchase one year of bi-weekly ads we could have an off week where we need to publish a By-Law advertisement.

- 6) Moved by Edna Gervais
That, we purchase a bi-weekly full page advertisement for one year in the St. Paul Journal at a total cost of \$13,400.00.

“CARRIED”

- 7) Moved by Don Padlesky
That, we move into camera to discuss a personnel issue at 21:07 Hours.

“CARRIED”

- 8) Moved by Don Padlesky
That, we move out of camera at 21:29 Hours.

“CARRIED”

- 9) Moved by Ken Kwiatkowski
That, we Adjourn at 21:30 Hours.

“CARRIED”

Glenn Andersen Mayor

Cindy Litwinski Recording Secretary