

# 2023 COMMUNITY SERVICES OPERATIONAL PLAN



Approved by County Council on October 28, 2022

## COUNTY OF ST. PAUL

5015 - 49 Avenue, St. Paul, AB T0A 3A4  
Phone: 780-645-3301  
email: [countysp@county.stpaul.ab.ca](mailto:countysp@county.stpaul.ab.ca)  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)



## ACTION PLAN - 2023

# 1. PARKS AND RECREATION

Strategy	Action
Strategy 1.1 Increase usage of our parks, campgrounds and recreation facilities.	<ul style="list-style-type: none"><li>• Increase public awareness of our parks through promotions, marketing, social media and events.</li><li>• Review our rates and assess how they can be more flexible.</li><li>• Promote on-line reservation system opening on March 1, 2023.</li><li>• Conduct public engagement survey for campground needs.</li><li>• Consider the recommendations of the Regional Tourism Opportunity Identification &amp; Destination Development Strategy.</li></ul>
Strategy 1.2 Maintain, streamline, and upgrade parks and recreation facilities and operations.	<ul style="list-style-type: none"><li>• Maintain and improve boat launches. Consider construction and installation of one boat launch each year as the budget allows.</li><li>• Continue to work with Alberta Environment and Parks to get approval to perform regular routine maintenance at County-owned boat launches.</li><li>• Continue to upgrade and maintain playground structures at all sites.</li><li>• Continue to upgrade and maintain equipment and buildings in the parks.</li><li>• Repurpose tennis court at Westcove.</li><li>• Establish a policy regarding requests from communities for recreational amenities outside County parks.</li><li>• Contract wood processing.</li><li>• Reroof Washroom/Shower Building/Garage/Cook Shack at Floating Stone Park and Office at Westcove.</li><li>• Explore funding opportunities to purchase rubber mats for Floating Stone to allow for persons with disabilities access to the beach/boat launch.</li><li>• Explore playground equipment for children with disabilities.</li></ul>

# ACTION PLAN - 2023

# 1. PARKS AND RECREATION

Strategy	Action
Strategy 1.3 Review Parks and Recreation Operations	<ul style="list-style-type: none"> <li>• Continue to conduct playground and campground inspections.</li> <li>• Continue to train staff.</li> <li>• Complete an Emergency Response and Safety exercise.</li> <li>• Work with local RCMP Detachment to provide a police presence at the campgrounds during the summer open season.</li> <li>• Provide playground installation/inspection certification training as well as Pool Operator Level I Water Systems certification for Parks Foreman.</li> </ul>

## ACTION PLAN - 2023

# 2. WASTE MANAGEMENT

Strategy	Action
Strategy 2.1 Increase recyclable segregation options.	<ul style="list-style-type: none"><li>• Continue to explore other options for recycling and waste diversion.</li><li>• Explore composting options for waste diversion at County Transfer Stations.</li></ul>
Strategy 2.2 Public awareness about waste management.	<ul style="list-style-type: none"><li>• Consider a customer satisfaction survey.</li><li>• Continue to work on Waste Management webpage with Communications Coordinator.</li><li>• Continue to provide information about waste management on County social media, the website, and other communication such as the 'Trash Talk' publication.</li><li>• Improve signage at sites i.e., misuse of these sites will result in the bins being removed.</li><li>• Continue with Spring Clean-up program during May to remove Freon from fridges, freezers and water coolers.</li><li>• Consider using not-for-profit organizations to help with fugitive waste collections at Transfer Stations.</li><li>• Promote school group tours of Transfer Stations.</li></ul>



## 2. WASTE MANAGEMENT

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## ACTION PLAN - 2023

# 3. AGRICULTURE SERVICES

Strategy	Action
Strategy 3.1 Build public awareness about Agricultural Services.	<ul style="list-style-type: none"><li>• Communicate effectively about Agricultural Service Board (ASB) programs and services.</li><li>• Discuss ASB Board structure/ membership.</li><li>• Produce bi-annual ASB newsletter for public.</li><li>• Communicate Lakeland Agricultural Research Association (LARA) initiatives and newsletter.</li><li>• Educate public on noxious and prohibited weeds.</li><li>• Continue with clubroot education, surveying and notifications.</li><li>• Engage local media with positive local agriculture stories.</li></ul>
Strategy 3.2 Maintain and improve programs for Agricultural Service Board.	<ul style="list-style-type: none"><li>• Continue to improve ASB program planning.</li><li>• Continue with Beaver Reduction Program.</li><li>• Continue to work with the County Bylaw Enforcement Officer to assist with the Dog Control Bylaw.</li><li>• Explore mowing based on road classifications.</li><li>• Coordinate seeding and spraying programs with Public Works Road projects and back sloping program/ vegetation maintenance.</li><li>• Explore Wild Boar control in the County.</li><li>• Explore option for the control of Richardson Ground Squirrels.</li></ul>
Strategy 3.3 Maintain equipment and facilities.	<ul style="list-style-type: none"><li>• Maintain capital assets.</li><li>• Replace 2017 M-01 Degelman Mower.</li><li>• Replace 2012 M-01 Degelman Wet Blade.</li></ul>

## ACTION PLAN - 2023

# 4. FIRE SERVICES

Strategy	Action
Strategy 4.1 Maintain equipment and facilities.	<ul style="list-style-type: none"><li>• Fund annual service/supply operations for Ashmont, Mallaig, Elk Point, and St. Paul Fire Departments.</li><li>• Complete annual building and safety inspections of the fire halls.</li><li>• Continue annual reserve capital contribution for general fire equipment replacement.</li><li>• Explore annual reserve capital contribution for replacement of VHF radios with Alberta First Responders Radio Communications System (AFRRCS).</li><li>• Replace capital equipment as per the capital replacement schedule.</li><li>• Implement recommendations from 2021 radio study.</li><li>• Consider replacement of the St. Paul Fire Department 2004 Pump 3.</li><li>• Cost share replacement of St. Paul Fire Department Command Unit &amp; hydraulic rescue tools.</li><li>• Landscape live fire training area for Elk Point Fire Department at Elk Point Landfill.</li><li>• Re-establish cell phone backups for 911 to dispatch if communication link is down for Ashmont and Mallaig.</li></ul>
Strategy 4.2 Attract and retain volunteer fire fighters.	<ul style="list-style-type: none"><li>• Hold appreciation/recruiting events at each Firehall.</li><li>• Provide Administrative support to help Fire Departments when recruiting.</li><li>• Explore funding raising event with regional departments.</li></ul>

## ACTION PLAN - 2023

# 4. FIRE SERVICES

Strategy	Action
Strategy 4.3 Share common strategies for policies, procedures and operations between departments.	<ul style="list-style-type: none"><li>• Share policies and procedures through the use of the St. Paul Regional Deputy Fire Chief.</li><li>• Standardize training and reporting.</li><li>• Continue to offer regional training coordinated by the St. Paul Regional Deputy Fire Chief.</li><li>• Hold semi-annual regional Fire Chiefs meeting.</li></ul>
Strategy 4.4 Engage residents in fire safety information and programs.	<ul style="list-style-type: none"><li>• Engage and educate residents on Fire Smart program, Fire Smart Home Inspections, and Fire Prevention Week.</li><li>• Provide information to the public on fire call response fees, responsibilities within the fire bylaw, and best practices for burning guidelines.</li><li>• Support Fire Departments when participating in community events.</li></ul>
Strategy 4.5 Maintain and consider new opportunities for regional collaboration with our neighbors	<ul style="list-style-type: none"><li>• Review and update Mutual Aid Agreements and Fire Protection Services Agreements with rural and urban neighbors.</li><li>• Explore agreement with Goodfish Lake.</li></ul>



## ACTION PLAN - 2023

# 5. CEMETERIES

Strategy	Action
Strategy 5.1 Maintain County Owned Cemeteries	<ul style="list-style-type: none"><li>• Complete annual inspections.</li><li>• Perform annual vegetation management.</li><li>• Upgrade infrastructure as required.</li><li>• Replace chain link fence at St. George's Cemetery.</li><li>• Purchase 'Rules and Regulations' signs.</li><li>• New sign for Holy Eucharist Cemetery in Elk Point.</li></ul>
Strategy 5.2 Maintain and Update Records Management	<ul style="list-style-type: none"><li>• Update Plot Maps.</li><li>• Update records into County Software System.</li><li>• Plot cemetery locations with headstone's identified into County's Web Map.</li><li>• Transfer title of non-owned County managed cemeteries into the County's name.</li><li>• Approve Memorandum of Understanding with the St. Michael Cemetery Community Committee.</li></ul>
Strategy 5.3 Assist Privately Owned Cemeteries Within the County	<ul style="list-style-type: none"><li>• Provide grant funding upon requests.</li><li>• Offer Administrative support for records management.</li><li>• Plot sites into County's Web Map.</li><li>• Improve access road into St. William Cemetery NW 36-55-10-W4.</li><li>• Enter into a Memorandum of Understanding with the Town of St. Paul regarding Union Cemetery.</li></ul>