

**SMOKY LAKE COUNTY**

Minutes of the **Agricultural Service Board Meeting** held on Thursday, **January 14, 2010** at 2:05 p.m. in the County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Mr. Cory Ollikka in the presence of the following persons:

		A T T E N D A N C E
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, January 14, 2010</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Barton Coady	Present
4	Lori Danyluk	Present
5	Randy Orichowski	Present
A.F.	Scott Franchuk	Present
C.A.O.	Cory Ollikka	Present
Asst. C.A.O.	Lydia Cielin	Present
Asst. A.F.	Kurt Holdis	Present
Cons. Tech	Evonne Zukowski	Absent

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1. **Election of Chairperson/Vice-Chairperson:**

**Chairperson**

The Chief Administrative Officer called first (1) time for nominations for Chairperson.

225-10: Cholak

That Councillor Ron Bobocel be nominated as the Chairperson of the Agricultural Service Board Committee.

The Chief Administrative Officer called second (2) time for nominations for Chairperson.

The Chief Administrative Officer called third (3) time for nominations for Chairperson.

NO FURTHER NOMINATIONS.

226-10: Coady

That nominations cease.

Carried.

Mr. Ron Bobocel was declared elected by acclamation by the Chief Administrative Officer as the Chairperson of the Agricultural Service Board Committee and assumed the Chair.

**Vice-Chairperson**

The Chairperson called first (1) time for nominations for Vice-Chairperson.

227-10: Danyluk

That Councillor Randy Orichowski be nominated as the Vice-Chairperson of the Agricultural Service Board Committee.

The Chairperson called second (2) time for nominations for Vice-Chairperson.

The Chairperson called third (3) time for nominations for Vice-Chairperson.

NO FURTHER NOMINATIONS.

228-10: Cholak

That nominations cease.

Carried.

Mr. Randy Orichowski was declared elected by acclamation by the Chairperson as the Vice-Chairperson of the Agricultural Service Board Committee.

2. **Agenda:**

229-10: Coady

That the Agricultural Service Board Meeting Agenda for Thursday, January 14, 2010 be adopted with the following addition(s):

1. Public Works: Equipment Purchase – Brush Cutter/Forks.

Carried Unanimously.

3. **Minutes:**

230-10: Coady

That the Minutes of the Agricultural Service Board Meeting held on Monday, October 26, 2009 be adopted as presented.

Carried.

231-10: Cholak

That the Action List of October 26, 2009, Agricultural Service Board Meeting, be filed for information.

Carried.

4. **Request for Decision:**

**Agricultural Service Board: Business Plan 2010**

232-10: Cholak

That the Smoky Lake County submit the 2010 Agricultural Service Board Business Plan to Alberta Agriculture as part of the 2010/2011 Program Funding Agreement.

Carried.

**Management Policy Statement: 62M-01-02: Agricultural Service Board Work Plan**

233-10: Cholak

That County Council accept the received Work Plan for 2010 as a Management Policy: 62M-01-02 entitled “Agricultural Service Board Work Plan”, for information.

<b>Purpose:</b>	To establish an Agricultural Service Board Work Plan for the Smoky Lake County Agricultural Service Board Program.
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<b>Policy Statement and Guidelines:</b>
<p><b>STATEMENT:</b></p> <p>The <b>Agricultural Service Board Work Plan, Schedule "A"</b> outlines the Work Schedule of Projects and duties on a daily, weekly, monthly, periodic and seasonal time frame which provides detail work to be undertaken in the Agricultural Program.</p> <p><b>BENEFITS:</b></p> <p>The Agricultural Service Board Work Plan will provide the following benefits:</p> <ul style="list-style-type: none"> <li>■ Broaden the portfolio of the Agricultural Service Board Program.</li> <li>■ Good understanding of the process of the Ag Department.</li> <li>■ Increase efficiency and strengthen timeframe of deadlines.</li> <li>■ Establishes accountability of the Program.</li> <li>■ Communication Tool.</li> </ul> <p><b>REVIEW:</b></p> <p>The Agricultural Service Board Work Plan will be reviewed and presented to Council on an annual basis beginning of each year.</p>

**SCHEDULE "A": AGRICULTURAL SERVICE BOARD WORK PLAN**

<b>Time</b>	<b>Work Schedule Projects</b>	<b>Work Description Projects</b>	<b>Elements: Tasks Duties</b>	<b>Verified Outcome</b>
<b>DAILY</b>				
	General Administration	Staff Time Sheets Worker Updates.	Assign duties to crews Inspect work being done	Maintain spray maps and mowing maps.
	Fire Permits	Issue fire permits to residents.	Write-up permits, site inspections during dry periods or questionable burns.	Maintain records and notify local fire departments.
	Office Work	Check e-mails, code agricultural and fire department bills.	Respond to e-mail and keep a control on agricultural and fire department budgets and spending.	Make sure bills get paid on time. Continual monitoring of the budget.
	Bank Deposits	County Deposits.	Deliver bank deposits	
	Respond to Fire Calls	Get equipment or manpower if needed.	To assist the fire departments.	Complete the tasks safely and in a timely manner.
<b>WEEKLY</b>				
	Manager Meeting	Meet with other managers to ensure timely operation are occurring.	Assist other departments as required.	Communication Tool.
	ASB Staff Meetings	Meet with ASB Staff.	Discuss work plans for the week. Address safety concerns and other issues.	Communication tool to address time lines.
	Safety Meetings	Meet with all staff.	Discuss safety issues and incidents. Discuss Workers concerns.	Monitor and address Ag issues.
	Fire Meetings	Meet with all Fire Departments.	Discuss any concerns or equipment purchases. Maintenance and call sheets.	Monitoring the Budgets.
<b>MONTHLY</b>				
	Monthly Reports to Council	Manager Report form.	Complete the manager's report for each meeting.	Maintain record of reports.
	Prepare ASB Agenda Packages	Research Topics. Prepare packages for scheduled meetings.	Type Agenda's. Prepare Request of Decision Forms. Photocopy packages.	Complete Action List from the Meeting.
	Monthly Time Sheets	Summary Sheet of Work, Vacation and Sick Days	Complete Time Sheet and submit to Payroll.	Ensure all ASB Employee submit.

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome
	Safety Committee Meetings	Meet with the Committees.	Discuss any concerns and safety issues. De-briefing of incidents.	Monitor Ag Department issues.
	Emergency Services	Invoice accidents and fires.	Obtain fire reports from the departments and RCMP reports. Write-up letters and invoices explaining the various changes.	Maintain copies for year-end.
	Fire Department Supplies	Order supplies for the departments.	Research best quality and prices. Place orders.	Deliver Supplies. Monitor Budget.
<b>PERIODIC</b>				
	Job Interviews	Interviewing staff.	Advertise and arrange interviews	Advise
	AAAF Regional Meeting	Attend Meetings.	Meet with Ag Fieldman's from the region to discuss agricultural issues of mutual concern.	Report to Council.
	Coyote Control Damage Permits	Issue 1080 (Strychnine Tables) for Coyote Control.	Inspect agricultural producers operations to ensure losses are due to predators, give alternative control.	Issue 1080 as a last resort.  Maintain report and records
	Stray Dog Control	Pick-up Stray Dogs.	Assist Peace Officer or help in his absence with picking-up dogs and transporting to pound.	Maintain proper documentation of records.
<b>SEASONAL: YEARLY OUTLINE</b>				
January February	Agricultural Service Board Conference	Attend Conference.	Book rooms. Complete registrations	Advise
	Year-End	Ensure all invoices are paid and bills coded to proper accounts.	Go through the ledger.	Verify with the Finance Department
	Plan for ASB and Fire Training	Talk to other Ag Fieldman about courses. Talk to Cory Whitlock for fire Courses.	Compete the year of all training schedules.	Communication the schedules.
	Renew Licenses	Renew explosives licenses.	Complete the paperwork and submit.	Maintain records.
	ASB Grant Application	Interim report to Alberta Agriculture. Review Business Plan.	Submit expenditures statements and proposed ASB Budget.	Maintain records.
	ASB Work Plan	Plan for the upcoming year – 2010.	Review all Work Plan and make appropriate changes.	Submit to Council – Annually.
	Fire Department S.O.G's	Review Fire Department S.O.G. Policy.	Make recommended changes to the SOG's. Review with each Fire Department.	Submit to Council for amended to Policy.
March April	Summer Preparations	Order supplies.	Order chemical, dynamite, grass seed, strychnine.	Monitor Budget. Maintain Record.
	Summer Staff	Hire summer staff for the Ag Department.	Advertise and interview.	County orientation.
	Equipment Preparations	Ensure spraying and mowing equipment is working.	Mount sprayer and calibrate.	Maintain record.
	Problem Wildlife	Beaver Control	Removal (trapping) of problem beavers.	Maintain record. Develop site plan.
	Strychnine Program	Ground Squirrel Control Program	As per Policy.	Maintain record. Report.
	Service Fire Equipment	Ensure Fire Equipment is ready for fire season.	Prepare 1 ton truck with skid unit. Ensure 2 ton truck is fully operational.	Internal Communication.

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome
<b>SEASONAL: YEARLY OUTLINE – Continued</b>				
May	Problem Wildlife	Beaver Control.	Removal of Beaver Dams.	Maintain record. Update site plan.
	Spraying Program	Dandelion Control Program.	Spray Hamlets and Resorts.	Document Map Record.
	Roadside Mowing	Began Mowing Program.	Mow resorts, hamlets, and main arteries.	Document Map Record.
	Controlled Burn Program	Burn where required.	Burn at Warpsite, Spedden, and Bellis.	Advise accordingly.
	Farmer Appreciation Day	Work with 4-H and local Ag Societies to host the Farmer Appreciation Barbeque in conjunction with the County.	Advertise, coordinate with hall, Ag Society, and 4-H, order food, make work schedule, and all other arrangements.	Document.
	ASB Grant Application	Submit ASB Grant Application.	Send in audited financial statements. Approved budget. Application agreement forms.	Maintain record.
	Fire Protection	Monitor Fire Situation.	Implement a Fire Ban when necessary. Advertise – ensure all Fire Ban signs are posted. Call residents that have fire permits and cancel.	Notify and ensure proper communication.
June July August	Roadside Spraying	General spraying of road allowances.	Spray road allowances with the priority of noxious weeds first then brush control.	Proper documentation of spraying. As per Policy.
	Roadside Mowing	Grass Cutting Program.	Mow all gravel roads with the County.	Document Map Record.
	Pest Monitoring	Insect Inspections.	Inspect fields for grasshopper, bertha army worms and club root.	Maintain records.
	Spot Spraying Program	Weed spraying in County ditches.	Spray weed spots which cannot be reached by large spray truck. Labor intensive hand work. Priority given to extremely rare weeds and public trail system and hamlets.	As per Policy.
	Problem Wildlife	Beaver Dam Control.	Install gizmos and remove dams to alleviate water issues for farmers and public roads.	Maintain record. Update site plan.
September	Club Root Program	Club Root Inspection.	Inspect fields for Club Root.	Policy Development and Awareness
	Roadside Spraying	General spraying of road allowances.	Finish up spraying road allowances.	Document Map Record.
	Fire Protection	Monitor Fire Situation	Implement a Fire Ban when necessary. Advertise – ensure all Fire Ban signs are posted. Call residents that have fire permits and cancel.	Notify and ensure proper communication.
October	Problem Wildlife	Beaver Dam Control	Removal of dams to alleviate water back-up from Spring run.	Maintain record. Develop site plan.
	Spraying Equipment	Winterize spraying equipment and put away for winter.	Take small sprayers off truck and Polaris. Flush and winterize with RV antifreeze.	Maintain record.

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome
<b>SEASONAL: YEARLY OUTLINE – Continued</b>				
	Service Fire Equipment	Winterize appropriate fire equipment for winter season.	Winterize 1 ton truck and skid unit and ensure the 2 ton ready for winter and parked in heated shop.	Internal Communication.
	Budget Meeting	Budget meetings for Ag and Capital Assets.	Evaluate programs and capital needs, price out items and prepare budget.	Meet with the Comptroller.
	Fire Department – Budgets	Meet with each department on the training, equipment and maintenance for the year 2010.	Prepare cost to date. Price out new equipment and prepare for the respective Councils.	Record and report.
November	AESA Program	Prepare final reports and new plan for next year.	Fill out proper documentation and submit budget report.	Council Approval.
	Fire Committee Meetings	Prepare Agenda Packages.	Prepare call history, equipment purchases, training history, and budget requests.	Communication with each respective Council.
December	Training	Annual in service training.	Attend week long update courses on agricultural issues.	Document as per issues arise.
	Fire Training	Preparation of Fire Training Schedule.	Coordinate schedule with Cory Whitlock and develop a training calendar.	Document and advise Fire Departments.
	Budget Review	Review Budget.	Review ledger – make sure all purchases are properly coded and all purchases are complete.	Communicate with Comptroller.
	Fire Department Payments	Reconcile fire department hours.	Review time sheets and pay each department.	Maintain records.

Carried.

**Policy Statement No. 62-15-01: Vegetation Management Plan**

234-10: Danyluk

That **Policy Statement No. 62-15-01** entitled "Vegetation Management Plan", be adopted:

<b>Purpose:</b>	To carry out Vegetation Management Program under the provisions of the <i>Weed Control Act</i> and the direction of the Agricultural Fieldman. All programs will be implemented in accordance with budget, manpower and weather.
<b>Policy Statement and Guidelines:</b>	
<b>1. Operational Guidelines:</b>	
1.1	There must be a certified applicator to carry out the spray program and sprayer operators must be authorized assistants as a minimum.
1.2	Sprayer operators must follow all legislative requirements and all relevant acts and laws.
1.3	“Do Not Spray” areas will in accordance with <b><i>Policy Statement No. 62-11: Weed Control “No Spray” Request.</i></b>
1.4	All areas of the Vegetation Management Policy fall under the discretion of the Agricultural Fieldman.
1.5	Applicators must keep accurate spray records as follows:
1.5.1	Name of unwanted vegetation for which herbicide was applied.
1.5.2	Date of application and dimensions of application area.

- 1.5.3 Exact location.
- 1.5.4 Trade name of herbicide and PCP registration number.
- 1.5.5 Application rate and amount of herbicide used.
- 1.5.6 Temperature, wind speed, and wind direction at the time of application.
- 1.5.7 Method of application.
- 1.5.8 Applicators name.
- 1.5.9 Records must be kept for a minimum three (3) years.

1.6 Weather Conditions: Applicator will cease spray operations if wind speed is greater than 20 km/hr. Wind measurements will be taken during spray operations and recorded. In temperatures below 4 degrees Celsius and above 25 degrees Celsius, and in weather conditions which are conducive to temperature inversions spraying operations will cease.

**2. Blanket Spray:**

- 2.1 Divide the County into **Three Zones** as follows:
  - 2.1.1 **Zone 1:**  
West County Line of Range Road 200 to Highway 855.
  - 2.1.2 **Zone 2:**  
Highway 855 to Range Road 150.
  - 2.1.3 **Zone 3:**  
Range Road 150 to East County Line of Range Road 120.
- 2.2 Spray all road allowances, one zone per year, spraying the entire County in a three-year rotation.
- 2.3 Spray one zone per year using a residual herbicide, e.g., Tordon 101; Chemical choice will be at the discretion of the Agricultural Fieldman as environmental, climatic, technical and legal factors may change.
- 2.4 Conduct blanket spraying, targeting the whole Right-of-Way where possible. Where crops, pasture or brush are encroaching, spray as close to edge as possible to gain best control. If brush is small enough to be controlled then it should be sprayed as well.
- 2.5 Blanket spray should be started anytime after June 1<sup>st</sup> as long as growing conditions permit.

**3. Weed Inspections and Spot Spray:**

- 3.1 Spot Spraying will coincide with weed inspections. Weed inspectors will start roadside weed inspections as soon as possible; e.g., when weed identification becomes possible; as well as weed inspections on private land. Problem areas will be dealt with on a case by case basis.
- 3.2 Historical data (weed maps/GIS data) will be used to conduct weed inspections and spot spraying in problem areas.
- 3.3 Conduct blanket weed inspections as time and manpower permits.

3.4	Conduct weed inspections in response to complaints as they may arise.
3.5	An effort will be made to rectify weed problems on private land emphasizing cooperation between the Agricultural Service Board and the landowner as per <b><i>Policy Statement No. 62-14: Weed Inspection and Notice.</i></b> If the land owner is not willing to participate then, at the discretion of the Agricultural Fieldman, weed notices shall be issued and proper steps will be taken to rectify situation.
3.6	Spot Spraying may take place on private land at the discretion of the Agricultural Fieldman if it is in the best interests of the County's Vegetation Management Plan. There may or may not be a charge to the land owner and this will be determined on a case by case basis. Chemical Release forms with landowner signature will be required where application on private land takes place.
<b>4.</b>	<b><u>Brush Spraying:</u></b>
4.1	Brush spraying will commence once brush has "greened up" in late spring and continue until leaf color changes in fall.
4.2	Brush spraying will be coordinated with Public Works Department, following brushing easements to administer brush control program.
4.3	Re-growth is to be sprayed where hydro axing brushing was carried out the year prior as re-growth permits. Trees greater than five feet of height will need to be removed by mechanical means.
4.4	Landowner must be contacted and Chemical Release Forms sought for signature where application on private land takes place.
4.5	A non residual "brush" control chemical will be used (e.g. Garlon) at the discretion of the Agricultural Fieldman.
<b>5.</b>	<b><u>Public Works/ Road Construction:</u></b>
5.1	The Agricultural Service Board and the Public Works Department will coordinate to control vegetation where road construction is to take place and where road construction took place the year prior.
5.2	The Public Works Department will submit to the Agricultural Service Board a schedule for the current years' construction projects to allow glyphosate application for non-selective vegetation control.
5.3	Glyphosate must be applied a minimum of 14 days prior to construction up to a maximum of 30 days.
<b>6.</b>	<b><u>Hamlets, Resorts, Subdivisions and Other:</u></b>
6.1	Hamlets and resorts will be sprayed at the discretion of the Agricultural Fieldman.
6.2	All proper legislation must be followed when applying pesticides in populated areas.
6.3	Proper signage must be displayed where applicable.
6.4	Other spraying operations can take place at the discretion of the Agricultural Fieldman. (e.g. Spraying around shop, spraying around office, spraying around gas dept. meter station etc.).
6.5	The Agricultural Service Board may take applications from the public, as required, to conduct spraying for noxious weeds on private land as manpower and budget permit.

Carried.

**Policy Statement No. 62-14-02: Weed Inspection and Weed Notice**

235-10: Danyluk

That **Policy Statement No. 62-14-02** entitled "Weed Inspection and Weed Notice", be amended:

<b>Purpose:</b>	To enforce the Weed Control Act and therefore prevent and control the establishment and/or spread of noxious weeds.
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**Policy Statement and Guidelines:**

1. **OBJECTIVE:**  
To prevent and control the establishment and/or spread of noxious weeds through responsible communication with landowners, occupants, industry stakeholders and members of the general public.
2. **PROCEDURES:**
  - 2.1 The Agricultural Service Board, at its discretion, appoint a sufficient number of inspectors to carry out the *Weed Control Act* and supply each inspector with identification in the form prescribed by the Weed Control Regulations.
  - 2.2 The Weed Inspection Program will be conducted during the months of May to September; and will be carried out by the Agricultural Fieldman, Assistant Agricultural Fieldman or Weed Inspector, if one is hired.
  - 2.3 The Agricultural Fieldman will be responsible for enforcement of the Weed Control Act.
  - 2.4 When a weed problem is found every effort will be made to cooperate with the land owner to deal with the problem in an amicable manner. Only after verbal and written communication is made then a Weed Notice will be issued. Weed Notices are to be issued at the discretion of the Agricultural Fieldman; as per ***Schedule "A": Notice to Remedy Weed Problem.***
  - 2.5 Weed Notices and all actions carried out before, after and in accordance with the issuance thereof, must be in compliance with the current *Weed Control Act* or related statutes of the Province of Alberta.
  - 2.6 If remedial measures of the Weed Notice have not been complied with, the work may be carried out by the municipality or a private contractor (as hired by the municipality) and all associated fees are to be applied to the landowner and/or occupant.
  - 2.7 If the landowner and/or occupant fail to pay the amount owing, the charges will be applied to the tax roll against the land in question by motion of County Council.
  - 2.8 Weed Notices shall have a form, as per ***Schedule "B": Appeal Notice***; allowing the recipient of the Weed Notice the opportunity to appeal the Weed Notice. The conditions of an appeal will be as determined by the Agricultural Service Board from time to time and shall be printed on this form.
  - 2.9 All Weed Notice Appeals shall be heard by the Agricultural Service Board.
  - 2.10 If an agreement cannot be found then the matter may be brought forward to the Provincial Courts for Appeal.



**Schedule A**  
**Weed Control Act**  
**(Section 12)**

**Notice to Remedy Weed Problem**

TO: \_\_\_\_\_



- (b) a copy of the notice in respect of which the appeal is being taken,
  - (c) the legal description of the land affected, and
  - (d) the grounds for appeal.
- (3) A notice of appeal shall be delivered personally or sent by double registered mail or certified mail to the municipal secretary, within the time specified in the notice for doing the thing required by the notice or 10 days, whichever is less.
- (4) A notice of appeal shall be accompanied with a deposit in an amount prescribed by the regulations.
- (5) The deposit made under subsection (4) shall be refunded if the appellant is successful in the appellant's appeal under this section or in a review under section 29.
- (6) A local authority shall at least once a year appoint an independent committee to hear and determine appeals under this section and on receipt of a notice of appeal a local authority shall refer the appeal to that committee.
- (7) Within 15 days from the day of receipt of a notice of appeal, the committee shall hear and determine the appeal and the committee may confirm, rescind or vary the notice that was issued.
- (8) The municipal secretary shall, on determination of the appeal, send a copy of the decision together with the written reasons, if any, to the appellant by double registered mail or certified mail.

**Offence**

38 A person who contravenes this Act or the regulations is guilty of an offence and liable to a fine of not more than \$5000 and in default of payment to a term of imprisonment of not more than 60 days.



**Schedule "B"  
APPEAL NOTICE**

**APPEAL NOTICE**  
**Appeals to this Weed Notice must be hand delivered or sent double registered or certified mail within the time specified on the notice to take corrective actions or 10 days, whichever is less.**

DATED: \_\_\_\_\_

TO: CHIEF ADMINISTRATIVE OFFICER  
Smoky Lake County  
Box 310, 4612 McDougall Drive  
Smoky Lake, Alberta T0A 3C0

I am appealing the Direction  
( \_\_\_\_\_ ), on  
Date on Directive

\_\_\_\_\_ Legal Land Description

You may give reasons for your appeal:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Use a separate sheet if necessary)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Street Address

Phone Numbers:

Home: \_\_\_\_\_

\_\_\_\_\_  
Town

Cellular: \_\_\_\_\_

\_\_\_\_\_  
Province Postal Code

Work: \_\_\_\_\_

NOTE: ONLY appeals file WITHIN THE 10 DAY PERIOD will be heard by the SMOKY LAKE COUNTY AGRICULTURAL SERVICE BOARD.  
You will be notified by mail of the date of the hearing.

Carried.

**Addition to the Agenda:**

**Purchase: Public Works Equipment**

236-10: Cholak

That the Agricultural Service Board defer the purchase of the Public Works Equipment: Davco Brush Cutter and Virnig Wide Rail Forks to the next scheduled County Council Budget Meeting.

Carried.

**5. Issues for Information:**

**Agricultural Service Board: Report**

The Agricultural Fieldman presented an updated report on the following issues:

- **Agricultural Service Board – Manager’s Report: November 24, 2009 to January 14, 2010.**
- **Musical Ride:** Update.

237-10: Danyluk

That the updated report presented by the Agricultural Fieldman, dated November 24, 2009 to January 14, 2010, be accepted, and filed for information.

Carried.

**Alberta Environmental Sustainable Agriculture (AESA) Technician Report: Updated Report presented by the Agricultural Fieldman, Scott Franchuk on behalf of Evonne Zukiwski, Municipal Conservation Technologist:**

**Month of November:**

- Attended a one-day Growing Forward update.
- Attended Agri-Trade.
- Environmental Farm Plan Workshop:
  - Was to be hosted with LARA, cancelled due to no interest.
  - Working one-on-one with a producers to complete.
- Tester for Green Certificate.
- Completed and submitted the 2010 AESA Application: Application was approved for 2009 funding levels of \$72,553.00.

**Month of December:**

- Completed on-line class (Introduction to Photoshop CS2).
- Attended Capturing Feed Grain and Forage Opportunities Conference.
- Met with Growing Forward Grazing developer, Diana Bingham, to work through some of the Growing Forward Work Plans.

**Up-Coming Activities:**

- Finishing up distributing the 2010 Alberta Environmental Stewardship Calendars.
- Ag Info Day: January 12, 2010.
- Planning for the 2010 Grazing School for Women has begun: Location and Date to be finalized next week.
- Working on 2009 AESA final report and expenses.
- Attending Farm Tech 2010: January 27 to 29, 2010.
- Partnering with LARA to co-host a Carbon Credits / Climate Change Workshop: February 2, 2010 at Flat Lake Hall.

- Talked to Alberta Agriculture to try to get Smoky Lake to be a stop on the Managing Pastures in Drought Conditions Workshop tour: Workshop location have still not been decided.
- Working on putting out newsletter in February 2010.
- Looking into composting speakers for a workshop.

238-10: Coady

That the Alberta Environmental Sustainable Agriculture (AESAs) report provided by the Agricultural Fieldman on behalf of Evonne Zukiwski, Municipal Conservation Technologist, be accepted, and filed for information.

Carried.

**Councillor Randy Orichowski left the Council Chambers, time 3:05 p.m.**

## **6. Correspondence:**

### **Agriculture and Rural Development Traceability and Age Verification**

239-10: Cholak

That the letter received from Honourable George Groenfeld, Minister of Agriculture and Rural Development, dated November 27, 2009 reply to the Third-Party Traceability Outreach Initiative, be filed for information.

Carried.

### **Alberta Environmental Sustainable Agriculture (AESAs)**

240-10: Cholak

That the letter received from Rick Atkins, Technology and Innovation Branch, Government of Alberta, Agriculture and Rural Development, date December 30, 2009 regarding the 2010 funding for the Alberta Environmental Sustainable Agriculture (AESAs) Program has been tentatively approved for \$72,553.00, be filed for information.

Carried.

### **Farm Tech 2010**

241-10: Cholak

That the Agricultural Service Board staff attend the Farm Tech 2010 on January 27 – 29, 2010 at the Mayfield Inn in Edmonton.

Carried.

### **2010 Agricultural Service Board Provincial Conference**

242-10: Danyluk

That the County Council who can attend and the Agricultural Service Board staff attend the 2010 Agricultural Service Board Provincial Conference: Challenges and Opportunities Engaging Agriculture on February 1 – 3, 2010 at the Delta Edmonton South in Edmonton.

Carried.

**Next Meeting**

243-10: Danyluk

That the next Agricultural Service Board Meeting be scheduled for **April 6, 2010** at 11:00 a.m. to held at the Council Chambers.

Carried.

**ADJOURNMENT:**

244-10: Bobocel

That this meeting be adjourned, time 3:10 p.m.

Carried.

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CHAIRMAN

S E A L

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CHIEF ADMINISTRATIVE OFFICER