

**COUNCIL MEETING OF THE
MUNICIPAL DISTRICT OF WAINWRIGHT NO 61
April 16th, 2013
AGENDA**

A. CALL TO ORDER

B. APPROVAL OF AGENDA

1. As Presented
2. Additions to the Agenda

C. ADOPTION OF PREVIOUS MEETINGS MINUTES

1. Council Meeting March 15th, 2013
- 2.

D. DELEGATIONS

1. 9:45 a.m. - Buffalo Park Foundation Progress Report
2. 10:30 a.m. – Andy Guilbault re: Assessment Presentation
3. 11:45 a.m. – Finning - Randy Mabbutt (lunch)

E. NEW BUSINESS

1. Agriculture Service Board

- a. Agricultural Fieldman's Report (Motion) - attached
- b. ASB Meeting Minutes – April 4
- c. Motion # 13/13 – 2013 Alberta Farm Safety School Program Support (Motion)
- d. Motion # 16/13 – 2012 ASB Management Plan – Final Report – (Motion)- attached
- e. Motion # 17/13- Approved 2013 Proposed ASB Budget – (Motion)
- f. 2013 Herbicide Quote – Results (Motion) - attached
- g. 2012 Summary Spray Map – Attached - Info
- h. 2013 Proposed Spray Map – Attached - Info
- i. 2014 ASB Grant Program Focus Group – Detailed Discussion Summary – Info
- j. 2013 Provincial ASB Tour, July 8-11, 2013 Hosted By M.D. of Bonnyville.
Registration Info Deadline – Must Have Info to James by May 8, 2013. - attached
- k.
- l.

2. Safety & Utilities

- a. Safety & Utilities Manager's Report
- b.

3. Recreation & Community Services

- a. Authorize Highway signs for Arm Lake & Riverdale
- b.
- c.

4. Public Works

- a. Director of Transportation's Report
- b. Director of Public Work's Report
- c. Letter – Derek Vogel

- d. Motion to sell Scrapers
 - e.
 - f.
 - g.
 - h.
5. Finance
- a. Accounts
 - b. Financial Statement – March 31st, 2013
 - c. Reserves
6. Administration & Taxation
- a. Monthly Status Report
 - b. Seasonal Employees Sun Life Benefits
 - c. Request for an Administration Staff
 - d. Northern Lights donation request for their 21st annual conference
 - e. Arm Lake Community Infrastructure Improvement Fund (CIIF)
 - f. Riverdale Mini-Park Community Infrastructure Improvement Fund (CIIF)
 - g. Village of Irma
 - h. Final Mile Contractor Agreement (MCSNet)
 - i. Memo re: Municipal Sustainability Initiative Funding
 - j. AAMDC re: Member Bulletins
 - k. AAMDC re: Contacts
 - l. AAMDC re: Minister Meeting Highlights
 - m. AAMDC re: FCM Highlights
 - n.
 - o.
 - p.
7. Protection to Persons and Property
- a.
 - b.
8. Municipal Property
- a. FCS Thank you for Basement Renovations
 - b.
9. Health & Social Services
- a.
 - b.
10. Environment
- a.
 - b.
11. Bylaws
- a. Bylaw #1538
 - b. Bylaw #1539

12. Development
 - a. Development Officer's Report
 - b. MPC Minutes - April 8, 2013
 - c. Town of Wainwright – Annexation Application
 - d. Subdivision – NW 13-45-9-W4
 - e. Subdivision – SW 28-44-4-W4
 - f. RV Development Clear Lake
 - g. CODA Management & Investments Ltd- Dev. Permit
 - h. Town of Wainwright Subdivision Referral
 - i. SDAB Decision
 - j.
 - k.
 - l.
 - m.
 - n.

F. PAYSHEETS

1. Approval of Paysheets

G. COMMITTEE REPORTS

1. Wainwright Seed Cleaning Plant
2. Edgerton Seed Cleaning Plant
3. Family & Community Services (FCS)
4. Battle River Foundation
5. Wainwright Waste to Energy Authority
6. Ambulance
7. East Central E911
8. Community Health Foundation
9. Northern Lights Library Systems
10. Wainwright Economic Development Board

H. IN-CAMERA ISSUES

1. Legal Issue
2. Tower Contractor
3. Employee Issue

I. ADJOURNMENT

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Friday, March 15th, 2013 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Myron Zajic, Phil Valleau, Bruce Cummins and Shelly Andersen. Staff present: Municipal Administrator Kelly Buchinski, Secretary Lindsay Dallyn and from the Star News, Kelly Clemmer (10:00 a.m. to 11:57 a.m.).

CALL TO ORDER

The Reeve called the meeting to order at 9:00 a.m.

Reeve Barss in the Chair.

This is the official record for the proceedings.

92.13 Moved by Clr. Andersen that the agenda be adopted as presented. CARRIED

93.13 Moved by Clr. Zajic that the following items be added to the agenda:

Delegations

3. 10:45 a.m. – Lane Newton

Administration & Taxation

j. Federal Gas Tax Fund (FGTF) Amending Agreement

In-Camera Issues

2. Legal Issue

CARRIED UNANIMOUSLY

94.13 Moved by Clr. Cummins that the minutes of the Council Meeting held February 19th, 2013 be adopted as presented. CARRIED

95.13 Moved by Clr. Wilkinson that the minutes of the Special Meeting held March 4th, 2013 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt, attended the meeting from 9:05 a.m. to 9:14 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

96.13 Moved by Clr. Cummins that the Agricultural Fieldman's report be accepted as presented. CARRIED

The following Roadside Mowing RFP results were received and distributed to Council:

Contractor	2013 Price	2014 Price	2015 Price
Round Corner Welding	\$88.60 per mile	\$89.60 per mile	None submitted

97.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to approve the price of \$88.60 per mile for a total of 850 miles provided by Round Corner Welding for the 2013 Roadside Mowing Program and furthermore that this cost be forwarded to the 2013 Budget. CARRIED

A copy of the Province of Alberta Rat Contract Plan was received and distributed to Council.

Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:15 a.m. to 9:35 a.m. and reported on the activities of his department for the past month.

98.13 Moved by Clr. Buck that the Safety & Utilities Manager's report be accepted as presented. CARRIED

A copy of the Safe Work Procedures at Railway Crossing was received and distributed to Council.

99.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 authorize adding the Safe Work Procedures at Railway Crossings to the municipality's safety manual as presented. CARRIED

DELEGATIONS

Don Isaman from Donald L. Isaman Professional Corporation attended Council from 9:36 a.m. to 9:46 a.m. and presented the 2012 Audited Financial Statements to Council.

Reeve Barsr thanked Donald Isaman for him and his team's hard work.

Recreation & Community Services

Public Works

The Director of Transportation, Mark Greibrok, and the Director of Public Works, Shannon LaHaye, attended the meeting from 9:48 a.m. to 11:48 a.m. and reported on the activities of their departments for the past month.

100.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Director of Transportation's report as presented. CARRIED

101.13 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 approve the Director of Public Work's report as presented. CARRIED

A copy of the following grader trade in prices were received and distributed to Council:

Construction Grader				
Company	Grader	Price	Less Trade 2008 14M Grader	Net Price (after trade)
Brandt Tractor	872 GP	\$350,000	\$215,000	\$135,000
Redhead Equip.	Volvo G990	\$487,695	\$215,000	\$272,695
Finning	14M	\$463,000	\$206,300	\$256,700

Divisional Grader				
Company	Grader	Price	Less Trade 2008 140M Grader	Net Price (after trade)
Redhead Equip.	Volvo 946B	\$287,636.88	\$120,000.00	\$167,631.88
Finning Canada	140M	\$335,750.00	\$172,400.00	\$163,350.00
Brandt Tractor	772GP	\$320,000.00	\$135,000.00	\$185,000.00

Oiling Grader				
Company	Grader	Price	Less Trade 2006 14H Grader	Net Price (after trade)
Brandt Tractor	872 GP	\$355,000	\$215,000	\$140,000
Redhead Equip.	Volvo 976B	\$379,000	\$215,000	\$164,000
Finning	160M	\$375,650	\$183,500	\$192,150

102.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to purchase a 872GP Grader for construction from Brandt Tractor in the amount of \$350,000 less the trade in of a 2008 14M Cat Grader S/N B9J00557 for \$215,000 for a net price of \$135,000 plus applicable taxes. CARRIED

- 103.13 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 be authorized to purchase a 140M Grader for divisional grading from Finning Canada in the amount of \$335,750 less the trade in of a 2008 140M Cat Grader S/N B9M00242 for \$172,400 for a net price of \$163,350 plus applicable taxes. CARRIED
- 104.13 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to purchase 872 GP Grader for oiling from Brandt Tractor in the amount of \$355,000 less the trade in of a 2006 14H Cat Grader S/N ASE01614 for \$215,000 for a net price of \$140,000.00 plus applicable taxes. CARRIED
- 105.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to sell the following terex scrapers at Ritchie Brothers for approximately \$47,000 each: 2004 TS14G Scraper S/N S7901142 and 2004 TS14G Scraper S/N S7901143. CARRIED
- Public Hearing Present at the Hearing were Bob Barss, Oscar Buck, Bruce Cummins, Phil Valleau, Myron Zajic, Ted Wilkinson, Shelly Andersen, Kelly Buchinski, Lindsay Dallyn, Mark Greibrok, Shannon LaHaye.
- Bylaw No. 1529 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of NW 15-44-6 W4M from Agricultural District to Country Residential District.
- Reeve Barss called the meeting to order at 10:30 a.m.
- Reeve Barss asked if there were any written submissions. There were none.
- Reeve Barss asked if there were any oral submissions. There were none.
- 106.13 Moved by Clr. Zajic that the hearing be adjourned at 10:35 a.m. CARRIED
- Finance**
- The Municipal Accountant, Mary Nelson, attended the meeting from 10:36 a.m. to 10:51 a.m. and reported to Council on the finances for the past month.
- 107.13 Moved by Clr. Zajic that the accounts recorded on the attached list in the amount of \$860,047.05 covered by debit memos 1891 to 1904 and cheques numbered 66695-66832 be approved and paid and furthermore that payroll payments as per the attached list totaling \$178,521.41 covered by EFT's numbered 900022397-900022490 be ratified. CARRIED
- 108.13 Moved by Clr. Cummins that the financial statement of receipts and disbursements for the month ending February 28th, 2013 be adopted as written and incorporated into these minutes. CARRIED
- A copy of the reserve statement as of February 28th, 2013 was received and distributed to Council.
- Administration & Taxation**
- A copy of the monthly status report was received and distributed to Council.
- 109.13 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 approve the Municipal District of Wainwright No. 61 2012 Financial Statements as presented and subject to the allocation of reserves as discussed below and incorporated into the 2012 Financial Statements. CARRIED

110.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 set the annual M.D. Open House for April 16th, 2013 from 4:00 p.m. to 6:00 p.m. at the M.D. Administration Building. CARRIED

111.13 Moved by Clr. Buck that the 2012 reserve allocation be as follows:

Bridges	\$500,000
Heavy Equipment	\$450,000
Roads – Paving	\$1,400,000
Total	\$2,350,000

CARRIED

112.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 set the 2013 budget meeting for April 22, 2013 at 9:00 a.m. in the Administration Office. CARRIED

A copy of a letter from the Town of Wainwright was received and distributed to Council thanking the municipality for the increase to the annual funding to the Economic Development Board.

A copy of the Trail of the Buffalo Membership Information Package was received and distributed to Council. No Action.

A copy of a sponsorship request for the Village of Irma's 2014 U21 Men's Fast Pitch Championships was received and distributed to Council.

113.13 Moved by Clr. Andersen that the Municipal District of Wainwright No. 61 sponsor the Village of Irma's U21 Organizing Committee in the amount of \$5,000.00 for the 2014 U21 Men's Fast Pitch Championships. CARRIED

A copy of a donation request from the Wainwright Gymnastics Club was received and distributed to Council. It was the consensus of Council that the request be forwarded to the Wainwright Rural Recreation Board.

A copy of the Federal Gas Tax Fund (FGTF) Amending Agreement was received and distributed to Council.

114.13 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the Federal Gas Tax Fund Amending agreement as presented. CARRIED

Reeve Bob Barss thanked the Municipal Accountant, Mary Nelson, on her service to the M.D. and how it has been a pleasure for Council to have the opportunity to work with her once again.

Lane Newton from the Wainwright R.C.M.P. attended Council from 10:52 a.m. to 11:48 a.m. and presented the Wainwright Detachment Annual Mayors Report to Council.

A copy of the AAMDC Member Bulletins, Contacts and District Highlights were received and distributed to Council.

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Bylaw No. 1529 - A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61 to amend the Land Use Designation of NW 15-44-6 W4M from Agricultural District to Country Residential District.

115.13 Moved by Clr. Cummins that Bylaw No. 1529 pass the second reading.
CARRIED

116.13 Moved by Clr. Valleau that Bylaw No. 1529 pass the third and final reading.
CARRIED

Development

The Development Officer, Jim Klasson, was absent due to another commitment. Council reviewed the Development Officers report and the activities of the Development Department for the past month.

117.13 Moved by Clr. Zajic that the Development Officer's report be accepted as presented. CARRIED

Killarney Lake's Group Objections – No Action

PAYSHEETS

118.13 Moved by Clr. Buck that the paysheets be approved as presented.
CARRIED

COMMITTEE REPORTS

119.13 Moved by Clr. Cummins that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

IN-CAMERA

120.13 Moved by Clr. Zajic that Council recess for a private meeting, as per Section 197(2) of the Municipal Government Act 2000 and amendments. (11:58 a.m.) CARRIED

121.13 Moved by Clr. Zajic that Council reconvene to the meeting. (12:06 p.m.)
CARRIED

122.13 Moved by Clr. Wilkinson that this meeting be adjourned. (12:07 p.m.)
CARRIED

Reeve

Municipal Administrator

Secretary

(1/2 day)

MUNICIPAL DISTRICT OF WAINWRIGHT NO. 61

ASB REPORT

April 16, 2013

- James attended the March Safety/Management Mtg.
- James, Aimee, Dennis, Ray and Laine attended Hazard ID Training.
- Aimee prepared the Grazing School for Women 2013 invite letter, brochures and mail out. Special “thank you” to Lindsay for all the extra help she gives.
- James sold strychnine for the first two sales dates of the season.
- Aimee contacted Farmers Advocate Office to arrange Carol Goodfellow to come out to the M.D. on April 29, 7 p.m. to talk to ratepayers on Negotiating Surface Lease Agreements.
- James and Aimee did a final review of the proposed Draft ASB Budget and it was reviewed and approved by the ASB and forwarded to the M.D. Budget Meeting for approval by Council.
- Aimee attended AFSC Unit Cost of Production for cattle production Meeting. The M.D. sponsored coffee supplies.
- James and Aimee continued to work on and completed the final outcomes for the 2012 ASB Management Plan. The 2012 Management Plan – Final Report was approved by ASB and forwarded to Council for approval and then will be submitted to ARD as part of the ASB Grant reporting requirements.
- Dennis has been working on and completed the 2012 spraying record maps and continues to work on 2013 planned spraying maps.
- The 2013 Herbicide Order was placed on the Alberta Purchasing Connection (APC) site. We received 2 Quotes that were evaluated and taken to Council for acceptance.
- Aimee attended the Shelterbelt Rejuvenation Meeting in Killam, March 20, 2013.
- Rod brought additional magpie traps to the PW shop to meet the needs of the ratepayers.
- James completed and submitted the final strychnine sales information for 2012 to Alberta Environment.
- Aimee finished the 2013 No Spray/Hay Program mail out to past program participants. She also set up advertising in the newspaper on program.
- James and Aimee attended the NE Regional ASB Mtg. in St. Paul.
- Rod has joined the Pest Management Association of Alberta and has attended their annual meeting and one training day.
- James needs to know who is attending the 2013 Provincial ASB Tour (July 8-11, 2013) being Hosted by the M.D. of Bonnyville by May 8, 2013.
- Aimee has been working with Stephen on updating the ASB section of the website.
- James and Aimee reviewed the 2014 ASB Grant Program Focus Group – Discussion Summary.
- James and Aimee reviewed the ARD 2012 Weed Estimates Maps and submitted comments and suggested changes
- Dennis is attaching the new motors and pumps to the spray trucks. The new hose reels will be put on as soon as they arrive. Springs are being repaired and added to 2 of the spray trucks.

The Agricultural Service Board – Municipal District of Wainwright No. 61 met in the Administration Building at 9:00 a.m., Thursday, April 4, 2013.

Present: Chairman – Clr. Bruce Cummins, Clr. Ted Wilkinson
Farm Members – Grant Aykroyd, Rod Thirsk, Steve Raasok
Agricultural Fieldman – James Schwindt
Assistant Agricultural Fieldman & Secretary – Aimee Wonsik
Pest Control Officer – Rod Gabrielson

The Chairman Clr. Cummins called the meeting to order at 9:05 a.m.

Aimee Wonsik discovered a date error on the previous meetings minutes, and Ted Wilkinson noted a spelling error.

11/13 Moved by Ted Wilkinson to approve the minutes, as amended.
CARRIED.

Steve Raasok requested an addition to the current meetings agenda, a discussion of Foreign Ownership of Alberta Farm Land; as a potential Agricultural Service Board Resolution.

12/13 Moved by Rod Thirsk, to accept the addition as part of the agenda.
CARRIED

The Board reviewed the past 2 months A.S.B. reports and activities for February and March 2013.

Correspondence was reviewed by James Schwindt:

1. (November 2, 2012) Minutes from the 2012 North East Regional Agricultural Service Board Conference at the Vilna Cultural Center.
2. (January 28, 2013) Gerard Vaillancourt, Director, Information Management Division, 2013 Information Catalogue resource for current publications available from Alberta Agriculture and Rural Development.

Aimee handed out copies of the ARD 2013 Information Catalogue resource to the A.S.B. members.

3. (January 17, 2013) Ken Sauve, Wheatland County, Agricultural Service Board Chairman, letter on concern of registration status of 2% liquid strychnine concentrate.

ASB members discussed the renewal process for 2% Liquid Strychnine for the Province to continue to support of the program

4. (February 13, 2013) Laura Nelson, Executive Director, Alberta Farm Safety Centre, M.D. of Wainwright 2012 "Safety Smarts" Delivery program tally results.

A.S.B. members discussed the municipal Safety Schools results: 938 students in 7 schools in the M.D. of Wainwright received Safety Smarts presentations. This is \$3.50 per child which is approximately 1/3 of the total per student delivery cost. James has contacted teachers in the past, who found this program worthwhile.

13/13 Moved by Ted Wilkinson that it be recommend to Council that A.S.B. support the 2013 Alberta Farm Safety School Program in the amount of \$3283.00, as requested. CARRIED.

5. (March 1, 2013) David Hildebrand, Resource Information Management Specialist, Agroclimatic Atlas of Alberta from 1971-2000 booklets.

At the upcoming Wainwright and District Trade Fair, the additional copies of the Agroclimatic Atlas for distribution.

6. (March 7, 2013) David Samm, General Manager, Battle River Watershed Alliance, invitation "Rolling Down the River 2013".

The Board discussed the benefits and drawbacks of the bike-ride event, and agreed that supporting a "hands on" watershed project that works directly with rural people would be more beneficial. Going into schools and interacting with children about the watershed is also a good idea. The board determined this to be for information only.

14/13

Moved by Ted Wilkinson to accept correspondence. CARRIED.

James Schwindt, Agricultural Fieldman presented his report:

- Strychnine Update

James stated that currently he is hearing from retailers there is a shortage of technical strychnine (what is required to make manufactured product), therefore there will be some municipalities that may face product shortages and have no product for their farmers. At this time, A.S.B. Wainwright has sufficient product and will not be sharing with other municipalities. This is to insure the M.D. of Wainwright meets the needs of our local farmers; only property owners within municipal boundaries are allowed to purchase our strychnine.

- Roadside Mowing Program 2013, Request for Proposals

James presented the information on the 2013 mowing program successful contractor, with a winning bid of \$88.50 per mile. This is the same contractor as 2012 year. The completed miles will also be the same at 850 miles with a 10 foot width. The mowing program will commence July 15.

- 2012 Prohibited Noxious and Noxious Provincial Weed Maps

James passed around the Provincial weed maps with highlighted locations for all Counties that participated. The A.S.B. members viewed the findings, and found the information interesting and useful to guide our own program with target species.

- 2013 APC Alberta Purchasing Connection Herbicide Order

James mention that so far there have been 2 bids submitted, with the bid system closing tomorrow. The bids will be forwarded to Council for approval once they have been evaluated on a point scale.

The A.S.B. took a short break from 9:55 a.m. to 10:10 a.m.

The A.S.B. members took a group photo for the municipal website Agricultural Service Board section.

Aimee Wonsik, Assistant Agricultural Fieldman presented her report:

- Agricultural Waste Plastics

Aimee discussed meeting minutes found on the AAAF chat page from an Agricultural Waste Plastics meeting. A point of information was that Merlin Plastics and also Bridon Cordage handle used agricultural plastics. Merlin has been accessed in the past, however troubles with contamination issues which in turns makes it difficult to market recyclables. Bridon Cordage is there own market/ vertically integrated company so they will continue to accept twine. Net wrap also seems to be gaining popularity which Grant Aykroyd mentioned. Grant said net wrap contains more dirt and debris, which would make it difficult to handle. Ted mentioned that as long as ag-plastics are being bundled and baled instead of blowing around or burned it is a good thing. The Board agreed for Aimee to put a newsletter article together on recycling ag-plastics and Wainwright Waste to Energy Facility accepting location,

- FAO, Farmers Advocate Office, Land and Energy Negotiating Surface Rights for Farmers.

Aimee suggested to the Board to consider hosting an evening meeting by the end of June with Carol Goodfellow from the FAO. The Board agreed this would be a good idea. Aimee will set up meeting (April 29, 2013).

- Environmental Programs Update, Growing Forward 2

Aimee briefed the board that GF2 has been launched, and that On-Farm Stewardship, On-Farm Energy Management, On-Farm Water Management has all opened up grant availability, with application forms available. Aimee will continue familiarizing herself with the forms, plus assist any producers that inquire.

- UCOP, Unit Cost of Production Meeting, co-host AFSC, April 4 at 7p.m. Aimee informed the Board that she would be helping Layne Clark from Agriculture Finances Services Corp. with Unit Cost of Production for Cattle Producers, and that the farm members should attend the night meeting if they had a chance.
- ADM, Archer's Daniels Midland, Ag Safety Days, co-host May 29, 2013 Aimee read an email request, from Mark Symington ADM Agri-industries, for helping in Ag Safety Day on May 29, 2013, in Edgerton with Chauvin and Paradise Valley Schools attending. The target grades are 3/4 and 5/6, with 10 to 15 different safety station lessons. The Board asked Aimee to find out more information of what was needed to help and what contributions are required.
- Shelterbelt center update Aimee informed that the program is ordered out, and that trees are scheduled to be delivered to the municipal office on April 30, 2013.
- No Spray, letters and ads Aimee informed the Board that the No Spray & Hay letters had been mailed out to the 2012 program participants. Advertising is also arranged with the newspaper for 2 weeks. Agreements must be signed and returned by May 1, 2013.

Rod Gabrielson, Municipal Pest Control Officer Report

- Rat Control Update, meeting with Phil Merrill
- Province of Alberta Rat Control Plan, Good document for urban areas, plus municipalities that are not involved in the rat control area as a guideline for responsibilities.
- "Cougars Brochure" Rod mentioned that there have been calls about cougars that pass through our area, for landowners that are concerned. Coyotes are active right now, and recommends that producers keep shooting, with the snow receding Coyotes will be eating more gophers. 7 Coyote calls in last 3 weeks, with 1080 pellets given out to 3 producers. With the snow this winter, the rat checks have been difficult to perform and the drifts have been as high as the bales. Rod will busy this spring with plugged culverts, for road infrastructure. Rod mentioned that beavers will need to be removed at Riverdale before people start camping which the A.S.B. thinks is a good idea.

15/13

Moved by Grant Aykroyd that the reports be accepted as presented.
CARRIED

James briefed the A.S.B. of the current Management Plan completed with the 2012 outcomes. This document will be directed to Council for approval and then submitted to ARD for the Grant Agreement.

Bruce asked the question if Mobile Seed Cleaning Plant inspections happened in 2012, which James said no. Aimee mentioned that maybe a zero should be listed in the Management Plan since they have been known to be in our area. A discussion on the differences between mobile seed cleaning plants and stationary plants followed, in relation to obtaining a business license for area farmers. If a plant is operating for "hire or reward", it must contact the municipal agricultural fieldman. Steve Raasok mentioned some high water volumes being taken out of the Irma tankloader, especially for hog barn cleaning activities and he wondered how it may affect seasonal spraying operations, James mentioned it might be something to consider and discuss for their operational schedule.

16/13

Moved by Rod Thirsk to submit the completed 2012 A.S.B. Management Plan Final Report with outcomes to Council, with the one change of "addition of mobile seed cleaning plant checks", for approval and submission to Alberta Agriculture. CARRIED.

James led discussion of the 2013 proposed A.S.B. budget. The board was directed to the Strychnine revenue amounts, to see if a trend has been noticed in previous years. The proposed budget was discussed per line item. The A.S.B. discussed and evaluated the proposed budget. Steve asked about the number for the Transfer to Seed Cleaning plant, and Ted answered that it is up to Council for approval and it is only used for capital purchases, every 2 years. Rod Thirsk asked about the Goods and Supplies increase column, which covers new sprayer components parts (sprayer motors and reels for 2 trucks). Ted asked about the Tank Loader expenses, which will be up to Accounting to make a decision at a finance meeting.

17/13

Moved by Steve Rassok, to approve the A.S.B. Draft Budget and to foreword to Council to be included in 2013 Budget meeting. CARRIED.

James discussed the 2013 Proposed Weed Control Plan, which looks to be in good order. Rod Thirsk asked if other surrounding towns and villages are aware of funding assistance for weed control responsibilities in town, and Ted mentioned it would be for Council to assess and approve any financial assistance. Ted mentioned that the M.D. continues to support surrounding areas with Weed information awareness.

Aimee and James helped the A.S.B. review the comments from the latest Focus Group Discussion on the ASB Grant Program. A checklist maybe added for activities that pertain to the different Acts that the A.S.B. works with. Steve commented that it is difficult to keep bureaucracy out of the process.

Dennis Fuder, A.S.B. Foreman, has put together 2012 Spray Activities Summary for Spraying. For the brush, it is on a 2 year rotational blanket spray program, for the general roadside there is a 3 year. Dennis' aptitude and work towards spray maps is appreciated by the Board. The A.S.B. commented that the amount of work completed for Toadflax spraying is commendable.

James also mentioned the dates for the A.S.B Summer Tour hosted by the M.D. of Bonnyville July 8-11, 2013. Rooms are pre-booked already, James would like to know from Board Members by May 8th, 2013 to make the decision if going or not.

Steve Rassok brought up for discussion, a potential proposal for a Resolution about Foreign Ownership of Agricultural Lands by Non-Canadian Citizens. Thorough discussion ensued with Bob Barss, Reeve of the M.D. of Wainwright and also President of the A.A.M.D.C. also joining the meeting to share his comments. James and Aimee will gather more information on the Act and Regulations and report back to the Board.

Next meeting at the call of the Chair during the summer 2013.

18/13

Moved by Ted Wilkinson that the meeting be adjourned. (12:42 p.m.)
CARRIED.

Chairman

Secretary

(Half Day)

MUNICIPAL DISTRICT OF WAINWRIGHT NO. 61

2012 – Final Report AGRICULTURAL SERVICE BOARD MANAGEMENT PLAN



Municipal District of Wainwright No. 61
717 – 14th. Avenue, Wainwright, Alberta
T9W 1B3

MUNICIPAL DISTRICT OF WAINWRIGHT
AGRICULTURAL SERVICE BOARD MANAGEMENT PLAN
2011- 2013

Vision:

The Agricultural Service Board will provide agricultural programs and services to the rural resident to address their ever changing needs and to enhance and protect our viable and sustainable agricultural community.

Mission:

The Municipal District of Wainwright Agricultural Service Board will promote and coordinate programs and services in the areas of weeds, pests, soil and water conservation, environmental concerns and a variety of other issues relevant to the rural community. The Agricultural Service Board, ASB Staff, Agricultural producers, rural acreage owners and industry will work together to maintain a vibrant and sustainable rural community. Strong policies, adequate funding and innovative programming will ensure the Board's continued success. The Agricultural Service Board will consist of members that have strong community bonds and agricultural interests and knowledge. The Board will provide direction for the Agricultural Service Board Staff and sound recommendations to Council for input into effective policies and programming.

Guiding Principles:

- Administration and M.D. Council– Committed to having an effective Agricultural Service Board and having qualified staff deliver innovative and effective agricultural and environmental programming to their ratepayers and rural community.
- Legislation – Committed to having staff effectively carrying out duties and responsibilities as designated by or initiated through the Municipal Government Act, Agricultural Service Board Act, Weed Control Act, Agricultural Pests Act, Soil Conservation Act, Animal Health Act, Forest and Prairie Protection Act, Environmental Protection and Enhancement Act, Alberta Land Stewardship Act and any other Act that may become involved while carrying out our duties.
- ASB Program Delivery – Committed to having effective and innovative agricultural and environmental programming to meet the needs of our rural residents, acreage owners and local industry within the M.D. of Wainwright.

AGRICULTURAL SERVICE BOARD
KEY OBJECTIVES

1. To have an effective, involved and efficient Agricultural Service Board to advise and direct qualified ASB Staff to plan, administer and deliver ASB programming.
2. To have an effective Integrated Vegetation Management Plan (IVMP) for public and private lands within the M.D. of Wainwright
3. To have an effective and efficient pest management plan for the M.D. of Wainwright
4. To continue relationship between Alberta Agriculture and the M.D. of Wainwright, schedule A Environmental Component, ASB Grant Application.
5. To promote the Soil Conservation Act and have an effective re-vegetation program on disturbed municipal roadsides, borrow pits and municipal gravel pits.
6. To provide effective services and programs to assist the agricultural community
7. To recognize the contributions of municipal ratepayers to the agricultural community

**AGRICULTURAL SERVICE BOARD
Key Objectives**

Objective # 1

Key Objective: To have an effective, involved and efficient Agricultural Service Board to advise and direct qualified ASB Staff to plan, administer and deliver ASB programming.

Strategy	Action	Evaluation Measure	Outcomes
Qualified, full time staff are hired to comply with legislated duties under the ASB Act and to coordinate ASB activities and programs.	Hire and employ full time, qualified Ag. Fieldman and assistant Ag. Fieldman	Qualified staff are in place	Agricultural Fieldman and Assistant Agricultural Fieldman employed and in place.
Ag Fieldman and Asst. Ag Fieldman receive training and support required to carry out their duties	Attend Provincial ASB Conference Regional ASB Conference AAAF In-service Training IVMAA Conference Various other Meetings and Training	Members attended	Attended 2012 Provincial ASB Conference Attended 2012 Regional ASB Conference Attended 2012 AAAF IST Training Aimee attended Agronomy Update James and Aimee attended Pest Surveillance Update Mtg. James attended the Foreign Animal Disease Mtg. James attended First Aid Training James participated in ASB Reporting Conference Call. Aimee and ASB Chairman attended Clubroot Mtg. James ASB Chairman attended joint F&W Meeting with the M.D. of Provost . James and ASB Chairman attended Regional Resolutions Mtg. James and Aimee attended ASB Program Review Mtg.

Stay current on Environmental issues Maintain Pesticide Applicator Certificates	Attend training for Credits Weed Inspector School Dow Training Others as required	Members attended	James and Aimee Attended the Train The Trainer Recertification Course. Attended 2012 Weed Inspector School Training Aimee Attended 2012 Dow Agri-Sciences Training. Aimee Attended Sprayer Equipment Training Session.
	Maintain Memberships in relevant organizations such as AAAF IVMAA NAWMA	Memberships maintained and training and information meetings attended	Maintained The Following Memberships: AAAF Membership IVMAA Membership NAWMA Membership AIPC Membership
Councilors and ASB Members are aware of their duties and responsibilities	Ag Fieldman and Asst. Ag Fieldman orientate new councillors and ASB members on responsibilities and ASB operations	Orientation session held yearly to educate and refresh councillors and ASB members on their responsibilities under the ASB Act.	ARD Package and M.D. Orientation was prepared and reviewed with new Councilor and ASB Farm Member.
	ASB members attend orientation session at Provincial ASB Conference	Members attended training sessions	New ASB members received orientation package in house.
ASB Members actively promote ASB Programs and participate in board meetings and ASB organized events	ASB Members Attend ASB Meetings	Members attended ASB Meetings	ASB Councilors and Farm Members attended the 2 ASB Meetings when they were available.
	One or more ASB members attend workshops or other extension activities held by ASB	Members attended ASB Sponsored Extension meetings and workshops.	ASB Councilors and Farm Members attended when they were available.
Create, review, promote and recommend policies and programs that address ASB goals to Council	Review all ASB Policy on a yearly basis including the ASB Management Plan	ASB Policy reviewed and updated	ASB Policies and Management Plan Were reviewed, updated and passed by the ASB and Council.

AGRICULTURAL SERVICE BOARD

Key Objectives

Objective #2

Key Objective: To have an effective Integrated Vegetation Management Plan (IVMP) for public and private lands within the M.D. of Wainwright.

Strategy	Action	Evaluation Measure	Outcomes
Maintain effective components to achieve effective Vegetation Management	Have an effective Roadside Weed Spraying Program	Complete Weed Spraying as set out in 3 year rotational Blanket Weed Spraying Programming. (2011-1013)	1558 linear km of road were inspected for weeds with 1392 km (3141 acres) of roadside weed spraying was completed. This was the 2 nd year of our rotational program. We also completed 180 acres of handgun spraying throughout the M.D. (mostly toadflax) Maintain 3 operators to run 3 trucks throughout the spray season.
	Have an effective Brush Control Spraying Program	Complete Brush Spraying as set out in the 2 year rotational Spraying program.	2310 linear km of brush Km of brush inspection was done with 258 km (697 acres) of brush spraying was completed.
	Have an effective Roadside shoulder Mowing Program	Complete Roadside Mowing Contract program for 2011 of up to 850 miles	850 miles of road mowed (1700 linear miles of mowing)
		Complete mowing map on a yearly basis	Completed, copy available in office.
	Have an effective private land spraying program for Prohibited Noxious and identified Noxious weeds	Respond to all Prohibited Noxious and Noxious weed calls in a timely manner.	Responded to all Weed calls in a timely manner. Approximately 90 weed calls were responded to by 3 Weed Inspectors/Pesticide Applicators. Approximately 50 weed ID and Farm calls were completed by the AF and AAF. We were also requested to custom spray prohibited noxious and noxious weeds for 19 landowners.
	Respond to all Prohibited Noxious weed calls within 2 working days.	Successfully responded to all calls within specified time frame.	Successfully responded to all received calls. And custom sprayed prohibited noxious weeds for 2 landowners. Calls were for Hoary Alyssum and Nodding Thistle.

Maintain adequate qualified and effective Weed Inspectors/Spray Truck Operators	Hire and provide ongoing training opportunities to three (3) Certified Pesticide Applicators	Attend Regional Weed Inspector School Attend Regional Dow Training Sessions Attend Various other training opportunities to obtain credits and maintain licence.	Attended the NE AAF Weed Inspector School Attended Dow Agri-Sciences Training Session Attended the NE AAF Spray Equipment Workshop. Attended WATC Spotted Knapweed Identification Tour. Attended AAF Industry Training Day for Pesticide credits.
Maintain relevant policies and programs for mowing program, and the Weed/Brush Spraying Programs	Have active discussions with ASB, Council and the public when developing and reviewing policies and programs	Review policies on a yearly basis	Policies were reviewed, changes made as required and approved by ASB and Council.
	Have a No Spray/Haying Option Agreement for producers	Advertise and collect agreements by the May 1 st . deadline Add No Spray/Haying Option areas to the yearly spray maps.	No-Spray Zone/Haying Option Agreements were advertised. There were 13 No-Spray locations and 5 Haying Option locations in 2012.
Training for staff on equipment and capabilities of spraying equipment	Host Spraying Orientation and training meeting in the spring of every year. Provide safety training for staff including First Aid, WHMIS, and TDG. etc	Continue to have properly equipped spray equipment and effectively utilize GPS and mapping technology in spraying program.	We continued to use properly equipped spray equipment. We held our Sprayer orientation meeting with all sprayers on June 4, 2012. We held ASB Staff Tailgate meeting on July 24, 2012. Safety training was provided as required.
		Produce GPS maps for completed spraying for roadside and brush.	Yearly GPS Maps were completed and filed for Roadside, Brush and Toadflax Spraying.
		Equipment is inspected, maintained and updated as required.	Equipment was inspected and repaired as required throughout the season. Truck reports are completed as per Municipal Policy.
Support the Town of Wainwright's weed control program	Supply the town with an Urban weed control grant to assist with their weed control efforts.	Review there annual operations report	ASB reviewed the Town of Wainwright's proposed Weed Control program and their Final Report. There were new staff in both the Rec. Director and Bylaw Officer positions, this resulted in some regression of the program but

			staff seems interested and we hope to have a better year in 2013. Grant was released to Town.
Maintain a good working relationship with Urban Municipalities, Public Lands, and ASU Wainwright.	Have good two-way communication and information sharing.	Attend Joint Meetings and share information as required	Attended the CFB/ASU Wainwright's Spotted Knapweed awareness tour. Inspected weed concerns on public lands on one occasion. (Tall Buttercup).
		Supply advice, weed ID and training opportunities to the Town of Wainwright	Supplied the Town with Weed ID assistance on 6 occasions.
		Assist the town by having Agricultural Fieldman (Pesticide Applicator) supervise the Town's authorized assistants during mixing spraying activities	Town contracted out their spraying activities, so the Fieldman did not have to supervise the Town's Spraying Activities.
	Advise and assist the Villages of Irma, Edgerton, Chauvin with weed control issues when required and authorized by council	Supply advice, weed ID and training opportunities to the villages	Supplied Weed ID and advised Village of Irma on 3 issues. Supplied Weed ID and Control on joint landfill site (outside village limits) for Chauvin. Responded to weed ID inquiry on 2 occasions for the village of Edgerton.
	Support the ASU Wainwright with their Weed Control Program	Supply advice, weed ID and training opportunities to staff	Continue to support CFB/ASU Wainwright with their weed control program.
		Supply herbicide to ASU Wainwright's weed control program	We supplied \$3,714.91 worth of herbicide to the CFB/ASU Wainwright's weed control program.
		Attend yearly environmental meeting with ASU Wainwright	Meeting was cancelled in 2012.
	Work with Public Lands regarding weed issues on public lands	Attend yearly meeting with Public Lands an grazing reserve directors.	Meeting was not held in 2012
Maintain Special Weed Control and Research Plot projects with Industry and ratepayer partners.	Conduct and act as a Partner with Industry on plot work involving new herbicides and weed registrations.	Work with Dow AgriSciences on herbicide plots using	No Plots in 2012

		Work with Engage Agro and BASF on herbicide plots using	No Plots in 2012
	Conduct Municipal Weed plots to help find effective solutions to address control concerns with Prohibited Noxious and Noxious weeds	Evaluate Baby's Breathe Herbicide Plot	Continuing monitoring of efficacy. Received approximately 8 inquiries from industry and other Fieldmen regarding what herbicides worked for us.
		Set-up herbicide plot with New Herbicides to evaluate and demonstrate tansy control to Ratepayers	No plots in 2012
		Other Herbicide Trials as required.	No Trials in 2012
Meet requirements under the weed Control Act for Seed Cleaning Plants	Inspect and sample the Seed Cleaning Plants in the M.D. of Wainwright.	Get letters of authorization from The Town of Wainwright and the Village of Edgerton to inspect and licence the Seed Cleaning plants in their jurisdiction.	Revolving authorization letters are in place and the M.D. is authorized to conduct Seed Clean Plant inspections and Licensing in Wainwright and Edgerton.
		Collect seed samples from the two Seed Cleaning Plants. Mobile Plants in the area	22 samples were taken from the Wainwright Plant. 22 samples were taken from the Edgerton Plant. 0 samples were taken from mobile plants in 2012. (Not contacted by any that were in the area)
		Inspect and Issue licence to the Wainwright and Edgerton Seed Cleaning Plants	Inspections were completed and licenses were issued for both plants.

AGRICULTURAL SERVICE BOARD

Key Objectives

Objective # 3

Key Objective: To have an effective, and efficient pest management plan for the M.D. of Wainwright.

Strategy	Action	Evaluation Measures	Outcomes
Qualified, staff are hired to comply with legislated duties under the Pest	Hire and employ Rat Control officer	Qualified staff are in place	Qualified Pest Control Officer is in place (Rod Gabrielson).

Act regarding Rat Control.			
Rat Control Officer receive training and support to carryout their duties	Attend training and educational Conferences pertaining to pest control, and safety	Alberta Pest Control Training Saskatchewan Pest Control Officers Association training. Other workshops as required	Attended workshop and SPOCA meetings in North Battleford. Attended Provincial Rat Control Training Day in Medicine Hat. Cattleman's Corral with Vermilion – booth display Urban pest control training with ARD– Stettler
		Take First Aid Training, Form 7 Permit, WHMIS and TDG	Updated – all training current.
Meet Requirements of Rat Control Contract	Submit application of Rat Control Contract	Successful partnership of Rat Control Contract	Contract and Expense statement were completed and submitted to ARD as required.
	Conduct Rat Control Inspections	Number of Rat Control Inspections	693 Alberta Inspections and 326 Saskatchewan Inspections.
	Respond to Rat Control calls from producers	Number of Rat Control call-outs	James 5 calls, Aimee 1 call and Rod had 5 calls (suspected rats – none confirmed, usually muskrats or pocket gophers)
	Assist Other Rat Control Inspectors with control efforts when requested	Number of Assists of Rat Control requests	Assisted Cypress County and the city of Medicine Hat for 12 days this included training, travel and inspection work. Assisted M.D. of Provost 3 times. Assisted ARD in Sibbald and Altario 3 times.
Carry out Provincial Pest Surveys and Inspections as requested by Alberta Agriculture (Subject to staffing and resources)	Review of current policies for Clubroot	Have current Municipal Policy containing Clubroot Policy	Reviewed and continue to have current Clubroot policy in place.
	Conduct Clubroot Inspections and Surveys	Number of Clubroot Inspections submitted to Province	41 random Clubroot inspections were completed. No visual signs of Clubroot were found.

	Maintain current mandate for Fusarium graminearum		Government inaction on clear direction and the untenable enforcement options have resulted in only an increased awareness program through posters, newsletters and radio spots.
	Conduct Fusarium graminearum Inspections and surveys	Number of Fusarium graminearum Inspections submitted to Province	No Provincial Inspection Program or funding for tests in 2012. So no survey's were completed
Carry out other inspections and surveys as required	Conduct Grasshopper Survey	Survey Completed and Submitted	49 grass hopper locations were surveyed with a range of 0-7 grasshopper/m2 being found.
	Conduct Wheat Midge survey and sampling	Survey Completed and Sampled Submitted	9 samples sites, with 17x 3/4inch cores, 6inch deep. 2 total midge larvae found, with 1 being viable. 1 parasite found.
	Monitoring Bertha Army Worm Traps	Survey Completed and Numbers Submitted	2 survey sites, with 2 green canister pheromone baited traps per site.
	Monitor Diamond Back Moth Traps	Survey Completed and Numbers Submitted	2 survey sites, with 1 triangular sticky paper pheromone trap,
Maintain Vertebrate Pest Control programs	Have Qualified staff to respond and carry out Coyote Control	Obtain and keep Form 7 Permit	James, Aimee and Rod all have a valid Form 7 Permit.
		Respond to ratepayers calls regarding coyote predation	Issued 9 (1080) Tablets to 3 Producers. Responded to 4 other calls from ratepayers.
	Have Qualified staff to address beaver control issues on Municipal right of ways and flooding issues on private land	Number of Beaver removed	76 problem beavers removed 4 calls regarding beaver and flood problems
		Number of dams removed	2 dams removed with explosives – Private Land 81 Dams or plugs in culverts were removed by hand or backhoe Municipal ROW or situations affecting road infrastructure.

		Obtain and keep all relative licences and permits in place.	All licenses and permits are in place and current.
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AGRICULTURAL SERVICE BOARD

Key Objectives

Objective # 4

Key Objective: To continue partnership between Alberta Agriculture and the M.D. of Wainwright, schedule A Environmental Stream, ASB Grant Application.

Strategy	Action	Evaluation Measures	Outcomes
Develop concept of environmental programs with practical ideas	Write application, with complete requirements, review with ASB and Council, attach appropriate signatures and submit.	Continued grant agreement approval from Alberta Agriculture for the years 2011-2013.	Successful in maintaining grant agreement approval.
Explore the needs of the agricultural and environmental community.	Communicate with area farmers	Phone conversations, office visits, farm visits	18 phone conversations, 6 office visits, 15 farm visits.
	Communicate with Agricultural Service Board	Complete ASB minutes	There were 2 ASB meetings held in 2012 in January and October.
	Communicate with M.D. of Wainwright Council	Complete monthly Fieldmen's report	12 monthly reports, submitted to Council.
Share information on environmentally sustainable agricultural and rural living practices	Design, print and mail "Agri-Connections" Newsletter. Every second month, 6 editions per year at least, 4 pages in length, colour print.	Newsletter mailed via Canada Post to rural residents in the Chauvin, Edgerton, Wainwright and Irma areas; focusing on rural routes, suburban service, lock boxes, and general delivery.	6 newsletters published in 2012, printed and mailed to 1800 rural households; months of January, March, May, July, September, November. The newsletter is also available for online viewing.
	Design, print, voice and record "Agri-minutes" weekly 2 minute radio spot, reaching a broad listening audience promoting sustainable agriculture messages and upcoming events to rural people, farmers, ranchers, acreage people and also urban listeners.	Maintain contract with Key 83 radio station, playing on both Wayne FM and Key 83.	From January to December, every Wednesday on Key 83 A.M. channel at 12:20p.m., and also Wayne FM AT 7:40a.m., 2 minute airing of Agri-minute, reaching broader listening audience covering north east region of Alberta, 30000 listeners Key 83, 50000+ listeners Wayne FM.

	Maintain current ASB website on coming events or current information	Number of times website is accessed or email.	The M.D of Wainwright's Web Site received 61,063 visits and the Agricultural Services Page received 5234 visits.
Connect Alberta Agriculture with local ratepayers.	Host information sessions, workshops, meetings that bring current speaker information to local residents	Number of sessions, workshops, meetings per year.	Participated in Alberta Farm Safety Week, submitted article to the newspaper covering 9 healthy waterwell maintenance tips. Hosted "Stacking the Benefits of Shelterbelts" informative evening meeting, with 42 people in attendance. Horticultural and Aquatics Tour with 50 people attending. Hosted Waterwell meeting (Water for Life Strategy) with 45 people in attendance.
	Active email sharing of key contact information sharing	Number of emails to specific Alberta Agriculture Personnel	Continuous contact with Maureen Vadnais, Pam Retzloff regarding ASB Programming. Continuous contact with Phil Merrill with regards to Rat Control, Vetebrate Pest Control and strychnine program. Contact when required with Chris Neeser and Nicole Kimmell. The M.D. continues to not utilize ARD Key Contact – can not figure out a suitable role and do not want to waste their time or ours.
Work with Battle River Watershed Group	Set up a information meeting for Battle River Watershed	Number of meetings, target audience, amount of participants	Partnered with the Battle River Watershed Alliance to host a Watershed Festival, family oriented event, which had a BBQ, face painting, crafts, nature walks, amphibian showcase and watershed learning. This attracted approximately 100 people.
Work with Growing Forward Program and the Environmental Farm Plan Program	Facilitate information to producers of program information.	Number of Training sessions offered by Alberta Government. Number of inquires of program.	Aimee attended Agronomy Update training. Aimee took 4 farmers to Farm Tech Conference for 1 day.

		Number of picked up workbooks. Number of reviewed workbooks.	There were 6 EFP workbooks given out to area producers, 3 of them were completed. Worked in partnership to review 5 workbooks/ submit to ARD. Aimee did not attend any EFP training sessions as none were not offered.
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AGRICULTURAL SERVICE BOARD

Key Objectives

Objective # 5

Key Objective: To promote the Soil Conservation Act and have an effective re-vegetation program on disturbed municipal roadsides, borrow pits and municipal gravel pits.

Strategy	Action	Evaluation Measure	Outcomes
Have a combined program with Public Works to re-vegetate municipally disturbed areas.	Reseed newly constructed roadside right-of-ways as designated by the municipal construction map.	Miles of roadside seeded	5 miles of newly constructed roadside ditches were seeded. Delay in seeding a significant number of miles of roadside ditches until spring of 2013.
	Reseed borrow pits on private land adjacent to roadside right-of-ways as designated by the municipal construction map.	Number of acres of borrow pits seeded	Approximately 31 acres of borrow pits were seeded with grass.
	Reseed reclaimed gravel pits in accordance with the Municipal Reclamation Plan	Number of acres of reclaimed gravel pit seeded.	0 acres this year. Gravel Pits are reclaimed on an as needed basis.
Promote the Alberta Shelterbelt Program to Municipal Ratepayers	Provide shelterbelt applications and information packages to Municipal Ratepayers.	Number of pre-made packages given out. Number of trees ordered by Municipal Ratepayers.	We gave out 60 Shelterbelt tree packages which contain information on tree species, weed control methods, deer repellent options, planting planning help, tree pest problems and contact information. 16,080 trees delivered in 2012.
	Promote the benefits of mulch application for shelterbelt seedling survival	Number of mulch supplier forms accessed from municipal office.	60 mulch forms accessed.

AGRICULTURAL SERVICE BOARD

Key Objectives

Objective # 6

Key Objective: To provide effective services and programs to assist the agricultural community.

Strategy	Action	Evaluation Measure	Outcomes
Provide equipment to Municipal Ratepayers	Provide Cattle Scale for ratepayer and 4-H use	Number of cattle scale rentals	Cattle scale was rented 9 times by producers and it was taken to 2 4-H shows by M.D. Staff who weighed the calves.
	Provide access to Gallagher RFID tag reader	Number of times reader was signed out.	RFID Reader was requested and signed out 1 time.
	Provide access to bale testing probes	Number of ratepayers using probes	Forage probes were requested and used 6 times.
	Provide access to Skunk Traps	Number of ratepayers using traps	Skunk traps were used by 47 landowners
	Provide access to Magpie Traps	Number of Ratepayers using traps	Magpie traps were used by 25 landowners
	Provide Tree Planter with or without planter operators	Number of ratepayers using planter	4 ratepayers used the tree planter. The majority of trees were planted by hand.
Provide ratepayers with an effective Richardson Ground Squirrel toxicant in joint program with Alberta Agriculture.	Offer a Liquid Strychnine Concentrate (LSC) sales program to ratepayers.	Number of ratepayers purchasing (LSC)	92 Ratepayers bought and used 198 cases, 3 bottles of LSC in 2012.
Provide ratepayers with a reliable source of water to be used for agricultural, environmental or protective services	Maintain operation of four (4) Municipal tankloaders throughout the Municipality for Ratepayer uses	Amount of water used at the four (4) Water Tankloader locations	Giltedge – 2293.2 cubic meters Irma – 3640.69 cubic meters Ribstone – 569.2 cubic meters Giltedge had a heater and alarm malfunction in late December and froze up which required major repairs Ascot – (Limited use- primarily used for fire

			control, tree watering and recreation).
Provide ratepayers with a dog control bylaw and services	Maintain a qualified Dog Control Officer to carry out duties as per bylaw.	Amount of calls coming in and being responded to	32 dog complaints were received and followed up on in 2012.
Provide ratepayers with access to the resources to get Fire Permits	Maintain adequate number of Fire Wardens to effectively and efficiently meet the needs for fire permits	The amount of fire permits issued by 3 Office Staff, 7 Councilors and 8 Fire Chiefs and Deputies	A total of 299 Fire Permits were issued in the M.D. of Wainwright. AF-122, AAF- 71, Adm – 32, Councillors – 31 and Fire Chiefs – 43. Policies and procedures were re-written.

AGRICULTURAL SERVICE BOARD

Key Objectives

Objective # 7

Key Objective: To recognise the contributions of municipal ratepayers to the agricultural community.

Strategy	Action	Evaluation Measure	
Provide recognition of the local agricultural community	Support the AMA/Northlands Farm Family Award Program every 2 nd year	Ensure the application received from local Ag. Society has been submitted	Edgerton Agricultural Society successfully nominated a local farm family for 2012.
	Promote the M.D. of Wainwright's 100 Year Farm Family plaque	Number of applications received and presented to our Municipal Ratepayers. Number of plaques purchased by ASB.	4 farm families submitted application, and honoured at Rural Routes Supper (August 2012). 4 plaques were purchased (up until August).
	Promote Alberta's Century Farm Award	Number of applications picked up from municipal office.	4 applications were given from the office.
	Host municipal Rural Routes Supper	Number of ratepayers attending.	364 landowners and their families registered to attended.
	Promote annual M.D. Photo Contest	Number of Photos received	150 photos were received.
	Complete the M.D. Calendar	Number of calendars distributed	750 calendars were distributed

Approved By: M.D. of Wainwright Agricultural Service Board, February 9, 2011

Approved By: M.D. of Wainwright Council, February 15, 2011

Reviewed at ASB MEETING January 23, 2012

Approved and forwarded to Council by M.D. of Wainwright Agricultural Service Board, April 4, 2013

Approved by M.D. of Wainwright Council, April 16, 2013 (Pending)

James Schwindt, Agricultural Fieldman

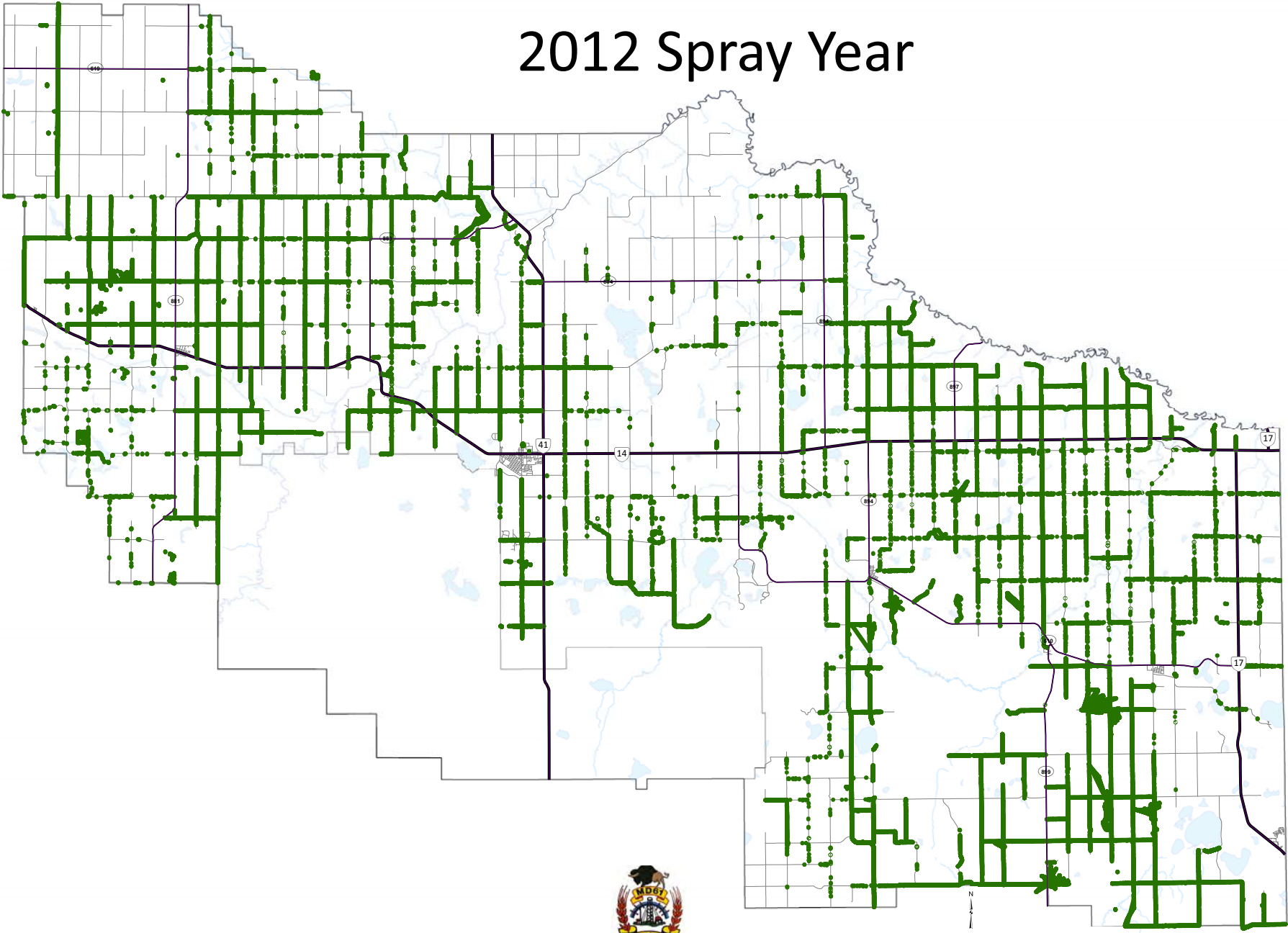
Aimee Wonsik, Assistant Agricultural Fieldman

DRAFT

2013 APC HERBICIDE QUOTE
Final Evaluation

<u>Company</u>	<u>Valuation Criteria</u>	<u>Total Herbicide Cost</u>	<u>Fieldman Recommendation</u>
True North Specialty Products	95 Points	\$202,018.24 Plus GST	Recommended To Council
Terra Horticulture Inc.	65 Points	\$221,644.07 Plus Gst	

2012 Spray Year



Spray Program 2013

M.D. of Wainwright No. 61

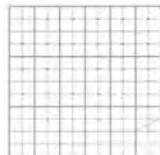


DEPARTMENT OF
NATIONAL DEFENSE
WESTERN AREA TRAINING CENTRE

LEGEND

- Primary Highway
- Secondary Highway
- Road Surface
- Pavement
- Gravel
- Unimproved
- Road Allowance
- Railway
- Divisional Boundary
- Crown Land
- Provincial Park
- Tilled Land
- Students Colony
- M. D. of Wainwright
- DND Property
- Campsite
- Cemetery
- Church
- Airstrip
- Community Centre
- Buildings

- Brush
- Weed
- Pavement



**2014 ASB Grant Program Focus Group
Detailed Discussion Summary
March 19, 2013**

Purpose: To gather ideas for the 2014 ASB Grant Program implementation process.

Outcomes:

- Review the draft 2014 ASB grant program reporting template and provide any further content suggestions.
- Provide input for the grant program application process and timelines.
- Provide suggestions for Environmental funding stream application criteria and scoring process.

Participants: Trent Keller, Jeff Porter, Sonja Raven, Geoff Thomson, Aimee Boese, Art Preachuk, Elden Kozak, Jane Fulton, Jason Storch, Quinton Beaumont

ARD Advisors: Laura Ung, Dale Chrapko, Maureen Vadnais, Rick Atkins, Pam Retzloff

Facilitator: Maureen Bolen, Organization Development Consultant, BoAlta Consulting Ltd.

A. Purpose of Session:

- Maureen Vadnais and Dale Chrapko outlined the purpose of the focus group.
- Maureen Bolen highlighted that the focus group provides an opportunity to gather ideas on the 2014 ASB grant program. It is not a decision making meeting nor is she seeking consensus but rather gathering different points of view on the topic. It is an opportunity to provide input into grant reporting and Environmental funding stream criteria. The focus group discussion summary will go to ARD and will be reviewed by the Task Team.

B. ASB Business Plan and Grant Reporting:

The Task Team recommended and ARD agreed to the following:

- One integrated/combined yearly reporting system for both funding streams. A strategic business plan template is developed and provided by ARD for ASBs to use and that it include a results column to report results.
- Because there is a need for more consistency in reporting, questions are included in the template for all ASBs to answer.

A draft ASB business plan and reporting template was developed by ARD for discussion purposes only at the focus group and was based on the Task Team recommendations. It consisted of:

- Page 1 – 3 – consists of the components of a strategic plan – vision, mission, values, goals, strategies, actions and performance measures.
- Appendix – has three questions for reporting.
- Results column and Appendix would be filled in for reporting results.
- Goal areas – Four goal focus areas – Ag Pests Act, Soil Conservation Act, Weed Control Act and Animal Health Act.
- Other goals – add any other ASB goals that your ASB has.
- Measures – some goals have specific measures that ARD would like to track and roll up for evaluation purposes.

The following comments were made by participants about the template:

GOALS

- Goals within the template – instead of using the term enforcement, use “delivery /support of the Act” for each of the four key goal areas.
- Environmental goal – it is often tied to soil conservation and can be put together in one goal. If you just have a soil conservation goal, there may not be many activities for the ASB to insert. To separate the two goals, place inspection and enforcement under soil erosion and the environmental areas under the environmental goal.
- There are some stand-alone programs. These would be placed in the “other” goals.
- ASB act – there are some activities under this act as well. However, you could put a statement related to this act under each of the four core goals. Developing policies needs to be reflected in the goals. ASB’s could also reflect the ASB act in the vision, mission and values so it probably not necessary to have a goal around this act.
- For ASB reporting, we work for our board.
- It is easy to separate out the various acts so don’t see a problem with four goal areas.
- I can write my business plan the way I want and still reflect the four goal areas. Not necessary to have a template.
- Some boards aren’t highlighting activities within these acts. They need to come up to the same standard – consistent with the goals will help.
- Funding is based on these four core areas.
- Small municipalities may not do as much with the Soil Conservation Act. They need to be reassured that if they didn’t do something in soil conservation it is okay. For a strategy, you could indicate that the ASB is “ready to take action” – you will address the problems and are ready to act on them. If you submit your results and there is nothing in that column, you might feel bad. However, if you are ready to act that is most important. You could put in for results – ‘no reportable concerns’. Ideally there is no weeds, no erosion, no clubroot for example.
- Other goals – a large portion of budget is spent on extension and delivery of education and awareness. Other goals can reflect the individuality of the ASB.
- You may not need to develop a template – rather tell us what you need and we can reflect this in the business plan that we have already.

MEASURES

- Maureen Vadnais indicated importance of some measures that all ASBs would have in their plans as she requires them for results based budgeting process. She will roll up the results and needs some consistent measures reflecting that boards are achieving outcomes.
- The suggested measures for those goals areas related to the Acts included in the template #Fields surveyed for Grasshopper survey; #Soil conservation inspections completed and documented; #Weed inspectors appointed; #Seed cleaning plants inspected; #Roadside miles controlled; #of Prohibitive noxious weeds reported; Compliance - #of acres of weed infestations controlled on private land.
- For the Environmental goal, the measures included: #of Extension events eg. workshops, demonstrations, field days; Total # of participants attending extension events; # of producers helped with Environmental Farm plans; # of Producers helped with Growing Forward applications; # of Producers helped with other Environmental funding programs.
- Participants indicated that EFP measurement doesn’t need to be included. ASBs have a diminished role. We may talk to a producer once about EFP’s and we have no idea how many

are filled out. However, it is situational – some ASBs have a dedicated person. EFP participation may or may not drop back. There is more uptake now on Growing Forward.

- Measure - #of acres of weed infestations controlled on private land. This is a bad measure. Can you track number of weed inspections done? E.g. #weed reports completed (not filling out for a clean field, however). For the notices we send out, most clean up the weeds. For weed infestations, you could say the % of producers that comply. Use a straight percentage. Reports/notices – 85% compliance.
- Measuring results is difficult – programs are so different.
- Appendix survey questions – How is that weighted? How will this information be used? What does the check mark indicate – does it mean it is a serious program or it could be just in one township.
- Are we doing this for the majority or the minority? Maureen Vadnais indicated that 60% of ASBs have good plans and 40% could see improvement.
- ASBs need education on the measures to bring everyone up to speed on them. ARD needs to explain what you want and we can provide it. Communicate why and what you need.
- Define the measures clearly so we are all doing them the same way.

FORMAT

- Need to have a spot for other measures that the ASB has and would like to add.
- Bold the measures that you want us to complete.
- Format – turn the page sideways – have Strategy, Actions, Measures, Results. Need to see that they all link together.
- Be sure template is easy to edit – when you add items it doesn't shift.
- ARD needs to outline what you want measures on – this could be underneath in a section.
- Ground truthing is your audit process.
- There could be a comment section – provides further clarification.

OVERALL

- This might be difficult to do with the diversity of ASBs – consistency is the goal.
- ARD needs to accept the criticism and just tell us what you need and we will do it.
- Some ASBs say – for the amount of dollars grant provides, they don't want to waste their time.
- If you continue to change the format, you will continue to receive 'flack'.
- Our ASB has already spent time developing a good strategic plan. Give us the list of requirements for what you need in the plan – what you have to have for reporting/ the basic reporting requirements.
- ARD could offer a workshop on how to do a strategic plan and incorporate what needs to be included and why.
- Educate the committee who are a part of results based budgeting – help them understand what ASBs are enforcing and help them understand what we are doing. Urbanites are getting more power so education is needed to help them understand the importance of what we do and how far the \$175,000 goes. Educating MLA's also is important. Reporting is important for ARD and ASB's to tell the story of what they are accomplishing and provides justification for the funding.

C. Environmental Funding Stream

The Task Team recommended and ARD agreed to the following:

- Merit based allocation method with minimum 15,000 decided on.
- With Merit Based allocation with a minimum, a minimum of \$15,000 is awarded to municipalities that apply and meet the application criteria. E.g. If two municipalities go together and submit one application, then the application would be awarded a minimum of \$30,000 if the application meets the application criteria.
- The remaining funds are awarded according to the merit of the program.

To receive the \$15,000 for Merit Based with minimum allocation option, the Task Team recommended:

- An Environmental goal and major activities are outlined within the ASB strategic plan.
- The program meets the overall strategic objective (water quality)

The Task Team recommended that: to receive the merit based component, ASBs need to submit a detailed program plan.

1. Applying for the \$15,000

- This program is about the agricultural impact on water quality. Is it just surface water quality? In the merit based portion would we include ground water as well if that is the risk.
- Other issues, like air quality, won't be considered as there is limited funding. The focus needs to be on water quality. You can tie most issues to water quality.
- It is the proper functioning of the watershed/creek – doing what it is supposed to do.
- The newsletter might be the only thing that the ASB does – what other on the ground activities could support this?
- The program shouldn't dictate or say for the \$15,000 you have to do this and this and this.
- Instead of using the words water quality, the purpose is: "watershed enhancement to mitigate agriculture's impact." Be consistent with this message.

What is required to apply for the \$15,000?

- Focus group participants agreed that to apply for the \$15,000 ASBs would submit their business plan with an environmental goal outlining environmental extension activities. The activities must be focused on the purpose – 'watershed enhancement to mitigate agriculture's impact'.
- Dale indicated that the \$15,000 can be used for staff/equipment/program costs. There is a \$5,000 limit on capital items. There are really no restrictions. For a three year plan, you can receive \$15,000 each year. The ASB can carry over the balance left from the first year to the second year but the money must be spent by the end of the third year.

2. Applying for the Merit Based Portion

What is needed to apply? Suggestions:

- Modify existing application/improve it.
- Include more specific definitions – develop a sheet on them/work on the communication of what is required/components of the plan.
- Ask the past reviewing committee what would have worked better.
- Look at the 6 or 7 applications that were good last time. Pull ideas from these plans.
- The Ag Fieldman needs to work with the RES or whoever is writing the plan.

- The criteria need to be harder and must be included in the application – defined and outline the weighting.
- The grant is for rural municipalities and this should be outlined in the communication.
- There is a need to have consistent messaging on the program and better communication.

3. Criteria to Evaluate Program Plans

The Task Team suggested the following criteria to evaluate proposals/environmental program plans: Water quality, program continuity and results achieved, mutually beneficial partnerships and matching contributions. The focus group participants discussed these and other criteria.

a) Program Continuity and Results achieved

The suggested definition was offered by ARD for discussion: Results achieved in the applicants past environmental programs would be summarized by ARD and an outline would be provided of past results (2 years). New programs would be awarded a mid-point score. e.g. if out of 3, would be given 2. Example of successes: contribution to EFP and GF initiatives, #of watershed groups supported, funding leveraged, demonstration of ASB support of program, staff continuity.

Discussion:

- Should have to earn the points – don't get a score for nothing.
- Suggest that scoring is out of 10 rather than 3 – there might be too many ties.
- If ARD outlines the results, it could be biased. Dale indicated – ARD would outline what the ASB said they would deliver and summarize their reported results.
- This should be included as criteria.

b) Mutually Beneficial Partnerships

Discussion:

- Define partnerships – between counties, watershed groups, is it all partners?
- Show how the partner contributes in the application.
- If there are multiple municipalities, there is more effect over a landscape.
- More partners, more people, more effective on the ground.
- Partners need to show support and this doesn't happen without sharing resources.
- In-kind support – need to put a value on the in-kind support – translates to dollars. If audited, ASB can explain it. It is real then and not fluffy.
- Leverage resources for the common goal.

c) Matching Contributions

Applicant contributes cash and/or in kind contribution. This demonstrates applicant's commitment to the program.

Discussion:

- External endorsement needs to be reflected somehow.
- Difficult for some municipalities to match the funds – merge two criteria of mutually beneficial partnerships and matching contributions.

- Outline county support/government support/other sponsor support.

d) Ag Intensity

Suggestion by ARD: Agricultural intensity is defined on 2011 Census of Agriculture data and demonstrates the environmental risk in an area. This would automatically be applied to each application dependent upon geographic location. Each application would be given a 1, 2 or 3 based on this map.

Discussion:

- High intensity areas have a greater impact on water quality.
- This map is based on fertilizer sales, cattle, pesticides etc.
- Water quality also occurs under the ground e.g. if you have a well. I don't like this criteria.
- Intensive livestock area has more effect on water quality.
- If there are several counties that apply together, what score would they get?
- There is a need to have enough criteria if we include this as you might get a low score.
- For the tie breaker applications could have Maureen and Dale decide.
- There needs to be enough criteria going in to manage expectations.
- If all 70 ASBs apply – \$1.05 million would be allocated if they each get \$15,000. \$705,000 is left for Merit based. Last time, only 40 applicants received funding but there were partnerships within those applications.
- It is difficult for ASBs to wait three years for funding – what happens if there is a disaster?

e) Strength of Program Plan

Suggested definition: Well thought out extension plan focused on defined objectives/issues that are relevant and meets client needs; feasible and likely to succeed/includes components of a good program plan; new ways of doing things is incorporated into the plan; plan includes their capacity to deliver the program.

Discussion:

- Outline defined objectives –this helps for future direction.
- Need dedicated staff to deliver.
- Needs to be measurable.
- Outline capacity in this section – number of people, number of events, \$ to put towards.
- Rick was on review committee last time. During his review of program proposals, he had difficulty sorting environmental vs. production issues; what was a strategy, action – some ASBs not clear; innovation – looking for new ways of doing things; also looking at how the program reflects the client needs. Because the focus now is in water quality, may resolve some of these issues.
- Innovation criteria – don't just go new because it's new – consider whether it is going to work. E.g. using tweeting.
- Program plan needs to be realistic but creative, feasible and likely to succeed.
- One participant indicated that program aligns well with what was discussed at a meeting on developing a logic model for the AESA program. Participants in that group identified that there is a need for locally driven agri-environmental knowledge and extension of Bmp information that will enable Alberta's primary producers to plan and make decisions towards their needs and long-term profitability and sustainability.

Maureen Bolen outlined that in the On-line Extension Program Planning Course taught through Lakeland College the following are the components of a program plan:

- *Situational Analysis – overview of the watershed/municipality/land base/demographics etc.; benefits, purpose and focus of the program*
- *Needs assessment – summary of landowners needs*
- *Program outcomes, objectives, projects, events, activities*
- *Program management – staff required, technical requirements, budget*
- *Evaluation – what, how, when.*

f) Degree of environmental benefit/to program costs

Short, mid, long term benefits and realistic budget for the scope of the activities/program. The amount of funding requested is reasonable for the application.

Discussion:

- This criteria is too subjective. How we work is different for everyone.
- The costs differ from one area to the other.
- There is too much subjectivity for the committee – suggest not using this criteria.
- Is there a way to work with the budget – could we give an estimated quote from private industry
- The biggest expense is the people.
- Is there a way to show that we aren't inflating prices?

g) Other Criteria

Environmental Impact

- Degree of environmental benefit.
- Highlight impact area – watershed, river, creek.
- Making a change that is measureable.
- How is it impacting the environment?
- If the initial money (\$15,000) is at the awareness level – is the three year program working towards adoption?
- Use this criteria instead of (f)

4. Weighting of Criteria

Focus group participants rated and two participants put a weighting on the criteria. Results are as follows:

1=Most important

- (1) Strength of Program Plan Suggested weighting – 30%
- (2) Environmental Impact Suggested weighting – 15 or 20%
- (3) Program Continuity Suggested weighting - 10 or 15%
- (4) Matching Contributions/Partnerships Suggested weighting – 20%
- (5) Agriculture Intensity Suggested weighting – 15 or 20%

5. Communication

- Improve the communication about the program and your expectations.
- Include definitions and the criteria, scoring/grading in application.
- Elaborate on what you are looking for especially for the heavily weighted criteria.
- Give examples where you can.
- It is easier to say what you are looking for now that the focus is on water.
- Provide training for those who want to learn about it.
- Communicate to the applicant why they weren't successful after decisions are made.

6. 2014 ASB Grant Program Timelines

ARD suggested the following timelines:

(a) Apply for Legislative and Environmental Funding Stream (\$15,000)

- May/June training
- September – Update strategic plan – incorporate Environmental goal in strategic plan with activities outlined. Focus on water.
- October 1st – Submit strategic plan indicating request for Environmental funding and Legislative funding with application form.

(b) If applying for Merit based portion – Environmental funding stream

May/June – Training

June/July/August/September – develop Environmental program plans

October 1st – submit Environmental program plan

Comments:

- Maureen Vadnais indicated that October 15 was suggested by the ASB Provincial committee.
- Focus group participants indicated that October 1st was okay as there is an election in October and new ASB members will be voted in. ASBs would rather have this all completed before they have a new board.

Other comments:

- Geoff and Jane indicated that they had more feedback on the Task Team recommendations related to reporting and would send to Maureen Vadnais.
- If there are any additional suggestions you would like to make, please forward to Maureen Vadnais and Dale Chrapko.

Summary prepared by: Maureen Bolen, Organization Development Consultant, BoAlta Consulting Ltd.,
March 27, 2013.

DRAFT ASB Business Plan and Reporting Template

PURPOSE: In response to the Government of Alberta's emphasis on results based budgeting, Alberta Agriculture is striving to have consistent reporting by ASBs on certain key areas. The information gathered will provide justification that this program is meeting its intended goals and is being delivered in the most efficient and effective way possible. It will assist Alberta Agriculture to collectively report ASB achievements from across the province. ASB grant reporting also helps to build a business case for future funding and satisfies the requirements for Treasury Board audits.

HOW TO USE THIS TEMPLATE

ASBs may either use the Business Plan and Reporting template on the next page **OR** use their present ASB Business plan and follow the Business Plan and Reporting guidelines below.

A. If you would like to use your present ASB business plan, please ensure that it contains the following components:

1. The ASB business plan contains **goals, strategies and actions** that reflect delivery/support of the Agricultural Pests Act, Soil Conservation Act, Weed Control Act, Animal Health Act and activities under each of these areas that reflect support of the ASB Act.
2. The ASB business plan contains an Environmental goal if you carry out environmental activities or have funding through the Environmental Funding stream.
3. For each goal, there are strategies, actions, measures and a results column to list activity results and measures results at the end of the year.
4. Within your ASB plan, include **and have a column to report on the following Legislative funding performance measures** as you will be asked to report on these at the end of the year. Please place these performance measures in **BOLD** within your plan so you are aware that these are the key measures to report on.
 - # of Fields surveyed for Grasshopper survey
 - # of Soil conservation inspections completed
 - # Weed inspectors appointed
 - # of Seed cleaning plants inspected
 - # of Roadside miles controlled
 - % of Producers complying with weed notices
5. Within your ASB plan, **include and track the following Environmental funding stream performance measures** if you have funding through this stream as you will be asked to report on them at the end of the year. Place these measures in **BOLD letters** so you know that these are the measures you report on.
 - # of Extension Events eg. workshops, demonstrations, field days
 - Total # of participants attending extension events
 - # of Producers helped with Growing Forward applications
 - # of Producers helped with other Environmental funding programs.
6. **Complete the reporting template on page 3** at the end of the year as well as filling in your ASB business plan results column and performance measure results. Once completed, forward to the ASB office by May 31.

B. This is an example of an ASB Strategic plan template. This template maybe used to build your ASBs strategic plan and report results.

Municipality Name (click here to enter text)
 2014 - 2017 ASB Business Plan
 Updated to December 31, Year

Vision

(Click here to enter text.) A vision statement presents an image of what success will look like. A vision provides an organization a forward looking, idealized image of itself. It concentrates on the end goal, not the means to reach the goal.

Mission

A mission statement is an introductory paragraph or statement that sets the context of what will be detailed later in the context of the business plan. A mission statement must communicate the essence of the ASB in terms of the role it plays in achieving the big picture or vision. A mission statement summarized the What, How and Why of an ASBs work and describes the ASB in terms of its Purpose, Business and Values.

Values

Values are standards or qualities that represent core beliefs or convictions that establish priorities for decision making and action. Including the values of the ASB in your business plan allows you to set out what is important and communicate that importance to others.

Value 1:
 What this value means for our ASB:

Value 2:
 What this value means for our ASB:

Value 3:
 What this value means for our ASB:

Goals

This is an example of what could be placed into the template. It is an example only.

Goal	Strategy	Actions	Performance Measure	Activities	Results Measures
Prevent the spread of noxious weeds within the municipality.	Execute inspection duties.	Appoint weed inspectors for Seed cleaning plant inspections, roadside inspections and private land inspections.	#Weed Inspectors appointed		

*Note – You will need to write Goals in the Goal section below. The items listed presently under Goal are not goals but rather the areas to focus on when writing the goal.

Goal	Strategy	Actions	Performance Measure	Results	
				Activities	Measures
1. Delivery/support of the Agricultural Pests Act.					
2. Delivery/support of the Soil Conservation Act.					
3. Delivery/support of the Weed Control Act.					
4. Support of the Animal Health act.					
5. Environmental sustainability.					
Add other goals that are pertinent to your ASB.					

Within your ASB plan, include **and track the following Legislative funding performance measures** as you will be asked to report on them at the end of the year. Please use **BOLD letters** so you know these are the measures you must report on.

- # of Fields surveyed for Grasshopper survey
- # of Soil conservation inspections completed
- # Weed inspectors appointed
- # of Seed cleaning plants inspected
- # of Roadside miles controlled
- % of Producers complying with weed notices

Within your ASB plan, **include and track the following Environmental funding stream performance measures** if you have funding through this stream as you will be asked to report on them at the end of the year. Please use **BOLD letters** so you know these are the measures you must report on.

- # of Extension Events e.g. workshops, demonstrations, field days
- Total # of participants attending extension events
- # of Producers helped with Growing Forward applications
- # of Producers helped with other Environmental funding programs.

REPORTING TEMPLATE

Please complete these questions at the end of the reporting year and submit with your ASB Business Plan results.

1. An **Agricultural Fieldman** is employed by the ASB/municipality. Yes No

2. **ASB Staff** – Please complete the table below by indicating the time committed by ASB staff to deliver either the Legislative Funding Stream or Environmental Funding stream actions. For example: If you have a full-time Ag Fieldman responsible for only legislative duties and a full time Assistant Ag-Fieldman responsible for legislative duties at 50% and environmental duties at 50%, you would complete the table by placing 1 Full-time and 1 Part-time in Legislative funding stream and 1 Part- time in Environmental funding stream.

	Full-time – Number of staff employed full time	Part Time – Number of people employed on a part time basis.
Legislative Funding Stream		
Environmental Funding Stream		

3. Which surveys did you participate in? (Do you still want this chart? Should you put in # of fields surveyed if they say Yes. I have deleted grasshoppers as you asked them to track it as a performance measure.)

Survey Reporting Table	Yes	No		Yes	No
Weed Control Act – ARD Weed Survey			Production Surveys		
Agricultural Pests Act			• Wheat Midge		
• Bacterial Ring Rot			• Bertha Armyworm		
• Black Leg			• Cabbage Seedpod Weevil		
• Rabies			• Diamondback Moth		
• Fusarium Head Blight			• Pea Leaf Weevil		
• Clubroot			• Wheat Stem Sawfly		
			• Sclerotinia		
			• Crop Production Reports		



2013 PROVINCIAL AGRICULTURAL SERVICE BOARD TOUR (JULY 8-11, 2013) REGISTRATION FORM

Municipality: _____
 Contact Name: _____
 Address: _____
 City/Town: _____
 Postal Code: _____
 Phone: _____ Fax: _____
 Email: _____

Registration deadline is June 3, 2013.
 Registrations received after June 3 will be subject to a late fee of an additional \$50 per registrant.

Registration Submission Options:
 Option 1: Mail-in Registration
 M.D. of Bonnyville No. 87
 2013 Provincial ASB Tour
 Bag 1010, Bonnyville, AB T9N 2J7

Option 2: Email to: kkalinski@md.bonnyville.ab.ca
 Option 3: Fax to: 780.826.4524

Registration forms can be found online at:
www.md.bonnyville.ab.ca

Please complete if paying by credit card. Credit card payment is required for email or fax submissions.

Visa No.: _____

Mastercard No.: _____

Expiry Date (Month): _____ (Year) : _____

Name of Cardholder: _____

Cardholder Signature: _____

Participants will not be registered until full payment is received by the M.D. of Bonnyville.

Name of Registrant	Indicate Tour: Delegate (D) \$450 Partner (P) \$300 Youth (Y) \$150 See Notes 1&2		Additional Banquet Tickets \$50 each See Note 3		Additional Country Fair Tickets \$50 each See Note 3		Golf Tournament - Monday, July 8 \$85 per participant See Notes 4, 5 & 6			Moose Lake Pontoon Boat Tour (Optional) Monday, July 8 \$20 each See Note 6	Late Reg. Fee \$50 each	Centennial Centre Dry Camping \$17/day	Total Per Registrant (GST incl.)
	D, P or Y	\$ Amount	No.	\$ Amount	No.	\$ Amount	Ability Level	Rental Equip.	\$ Amount				
TOTAL: Payable to the M.D. of Bonnyville													

Special Dietary Requirements (Allergies, etc.), please specify for whom:

GST is included in all registration amounts. Please include payment with registration form. No invoice will be issued. GST Registration No.: 10774 7248 RT0006

NOTES:

- 1. Delegate Tour** - Site tour of 4 Wing Cold Lake requires delegates to provide security requirements. Complete and attach the 2013 Provincial ASB Tour - 4 Wing Requirements Information Form.
- 2. Youth Tour** - Tour planned for children ages 6-15. Registration will NOT be accepted for children under the age of 6. Complete and attach the 2013 Provincial ASB Tour Emergency Contact and Waiver Form.
- 3. Banquet/Country Fair Tickets** - One ticket is included with each registration. Indicate if additional tickets are required.
- 4. Golfing Ability** - Indicate golfing ability: Low Handicap LH; High Handicap HH; Beginner B.
- 5. Golf Club Rental** - Indicate if you require golf club rentals (at your expense) R.
- 6. Optional Tour** - Timing of the golf tournament and the boat tour permits participants to partake in only ONE of these events.

Collection and Use of Personal Information

Personal information is collected in accordance with Section 3 of the Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and is protected by FOIP. It will be used to process your registration, notify you of tour cancellations or changes and support your participation in this tour. If you have any questions about the collection and use of the information, contact the Agriculture Services Tour Coordinator at 780-826-3171.

Safety and Utility Manager Report for April 16, 2013

Safety

- April 28 Day of Morning for workers who were lost at Alberta work sites
- Attended Northern AB Safety Council meeting
- Operators have reviewed and signed the CN Rail safe crossing procedure.
- Distributed a Memo to all shops regarding the recent overhead door damage that has occurred.
- Managers received/reviewed a copy of the WCB clearance and insurance for MD contractors at the Safety Management meeting.
- Preparing for orientations and communicating with supervisors to have their documents in place prior to orientations starting.

Water and Wastewater Utilities

- Genivar is working on the Greenshields lift station; no new information at this time.
- Inspection completed by AENV for the Greenshields Lagoon on March 27.
- Working on WUR (water use reporting) system entering data for water wells.

Attendance:

Mike Krinbill	Shannon LaHaye	Mark Greibrok	Mary Nelson
Bonnie Milton	James Schwindt	Preston Iverson	Kelly Buchinski
Gord Ratzlaff			

Absent: Dave Fraser, Jim Klasson

1. Unfinished Business:

Action items – outside lights are pending from the November inspections

The Man lift is **out of service** - no new information at this time.

ERP plan for main shop, develop existing site maps and add a list the designated First Aid people.

2. Orientation & Construction/Project Meetings:

Returning employee orientation (3) Construction

3. New business:

Present shop meeting for review & distribute contractors list to managers.

On March 25 there was a Hazard assessment and control course available for all workers and managers. With the recent weather and the amount of snow clean-up required we had a reasonable attendance. The instructor knew his information and offered it to the employees as well as getting them to participate in the exercises. This course was a 4hr session.

The course is a basic instruction of hazards potentially in the future we may be able to have AMHSA instruct a course designed for the MD using our forms and ID our hazards.

Competency form for heavy equipment operators, supervisors will need to participate in the development of a competency form for our HEO. Forms will need to address the following:

Basic Principles of Operation

- Start-up , shutdown and parking procedures
- Safe practices for starting, stopping, and turning
- Machine stability factors including items such as speed, cornering, load security, centre of gravity, and grade
- Capacity ratings where applicable
- Safe procedures for operating on different levels and grades
- Forward and reverse operation and checks
- Driving hazards such as slippery surfaces, restricted visibility (dirt, dust and snow), and exhaust emissions
- Generic safety procedures in accordance with the manufacturer's operating manual

Working Operation

- Engaging hydraulics and moving while initiating hydraulics
- Working with hydraulics under load (moving dirt, snow etc)
- Traveling or moving keeping the blade or forks at proper level (within 30-45cm of ground and maintaining forward visibility)
- Moving or turning to visible sides (e.g. track hoe operation)
- Neutralizing hydraulic attachments (booms, blades, etc) after shutdown

Operational Maintenance

- Maintenance to be performed by the operator
- Refuelling principles
- Reporting unsafe operating conditions of vehicles

Welding smoke in the main shop has been identified as a hazard in the shop. The system currently in place is not acceptable for long term welding outside of the designated welding areas. Addressing this issue would require an additional extraction hood and arm that can be utilized in the adjacent bay. This would allow for a larger area of coverage for welding in the shop.

Shop inspections were completed March 19, 20 and 21. No major hazards or action items were identified during the inspections; the in-progress action list is available.

4. Recent Incidents:

- Plow truck operator hit a CN rail crossing on 4 ave south Wainwright with the wing of his truck which pulled it off of the truck. The damage ripped the cylinder in half split the mounting bracket both beyond repair. Another piece of equipment had to be driven to location to assist in lifting the wing and chaining it in place so the truck could be driven back the shop.
- Shops (2) received damage from the grader attempting to be backed in or maybe another piece of equipment.

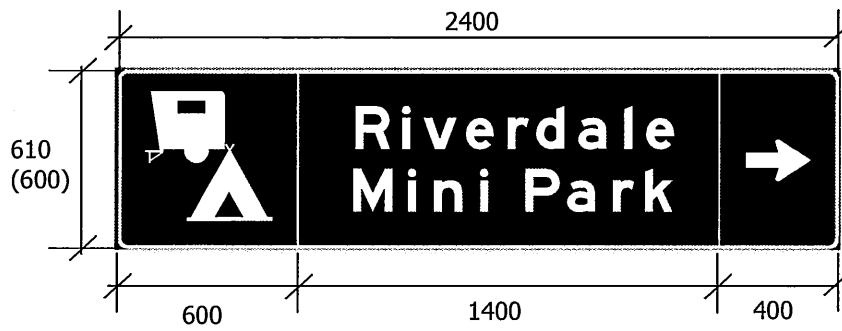
5. Worker concerns:

No concerns reported

6. Bulletins or Articles:

None – review contractors list.

7. Next Meeting will be: April 18 @ 9:00am



* Dimensions shown are in millimetres

Existing type B sign



* Dimensions shown are in millimetres

Proposed NEW type A sign

Computer Layout: _____
Panel Align: _____
Pre-Layout: _____
Final Proof: _____

Date: March 26, 2013

Customer #

101981



TODS Sign (Regular Attraction)
for Conventional Highways
Riverdale Mini Park



Alberta Transportation

c/o Alberta Traffic Supply
 7798-16 Street
 Edmonton, Alberta
 T6P 1L9
 TF 1-866-560-7446
 TFFax 1-866-561-7446

Email: edwardc@albertattraffic.com

QUOTE-Sign Permit Fees

DATE: March 26, 2013

TO: Riverdale Mini Park

CREATED FOR: Bonnie Milton/Shannon Lahaye

ADDRESS: 717 14 Avenue
 CITY: Wainwright
 PROVINCE: Alberta
 POSTAL CODE: T9W 1B3

PHONE: (780) 842-4454
 FAX: (780) 842-2463

Customer Number: 101981

www.signupalberta.com

Please reference the customer number on all payment submissions

created by: **Edward Chin**

QUANTITY	DESCRIPTION	color	backing	shape	film	W	H	UNIT PRICE	TOTAL
2	Type A Major Attraction Conventional Signs 1 & 2 - Located at Hwy 41	WHITE BLUE	EXT	REC	HIP	240	180 cm	1,800.00	3,600.00
	UPGRADE From type B to Type A -4 Symbols								
PLEASE SELECT YOUR PAYMENT TERMS AND RETURN THIS QUOTE ALONG WITH THE Cheque PAYMENT TO OUR OFFICE									
									GST Exempt
	Please reference the customer number on all payment submissions								

Two payment options are available under the program:

- Option 1 - Total amount at initial permit signing.
- Option 2 - 50% of total at initial permit signing, 50% at anniversary date one calendar year later

Total: \$3,600.00

5 year permit period

Payment Method - CHEQUES only please

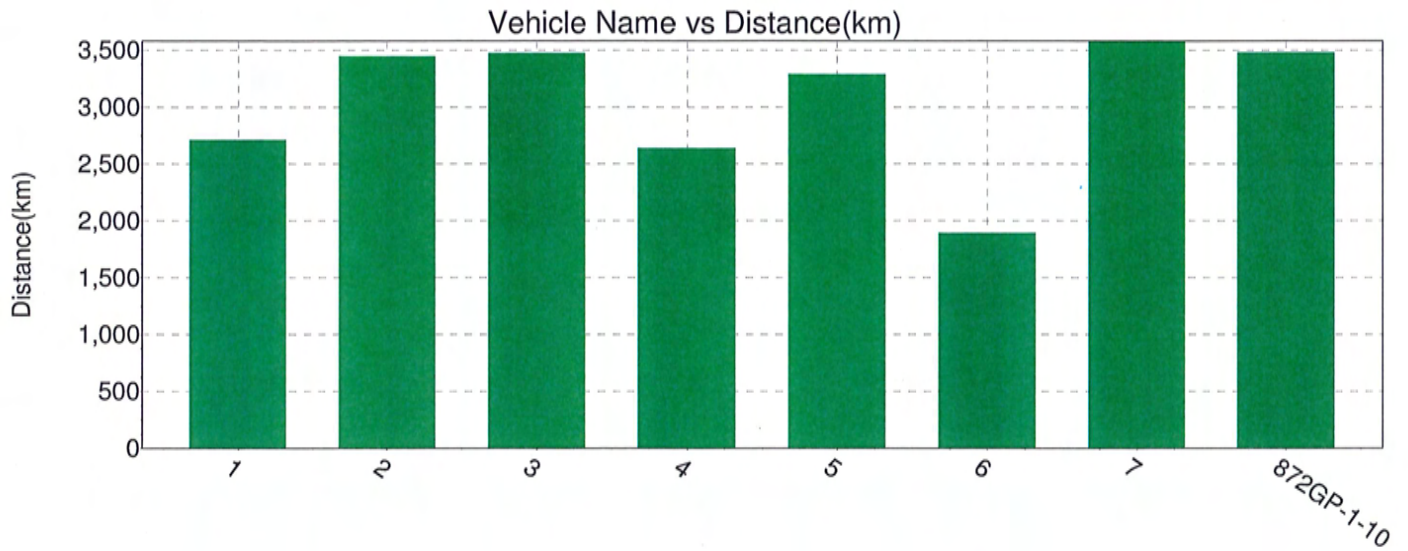
ALL Cheques shall be made payable to the "Government of Alberta" Mail
 payment to: Alberta Traffic Supply ATN: Edward Street
 Edmonton, AB. T6P 1L9 7798-16

Payment Submitted

Transportation Report
April 2013

- Division Graders had quite a work out the last storm, it beat the operators around and the machines it was hard pushing. Some of the back roads need to be open yet, but we will let them melt down some and wait till the snow softens as it warms up. We have opened some back roads but they are extremely hard in the mornings and by afternoon it is slippery and then muddy.
- The dozers that opened the roads in Division # 1 did some damage to the road surfaces. There will be quite a bit of gravelling to do soon as these roads dry up. The roads that will need the most attention are in a 10 mile radius of the gravel pit, so it should not take too long to get these roads back into shape.
- The Dozers will be sent to our gravel pit roads this week so we have access to our gravel pits. They will then plow the snow off the areas that need to be stripped for this year's crushing. Two scrapers are going to start stripping these areas right away weather permitting.
- We have pulled the sander and plow off one truck that pulls a belly dump. There are two belly dumps and a tandem ready to start hauling gravel.
- The construction equipment is ready to go except for a few scrapers. When the dozers completed pushing roads, they were brought back to Wainwright for a last check and service before heading out for the season.
- The Div 2 road project didn't quite get completed before the big storm, so there is a half a day's grader and scraper work left there to finish that up.

Council Report March 1, 2013 - March 31, 2013



Vehicle Name

Vehicle Name	Distance(km)	Duration
1	2710.04	185 hrs 3 min 4 sec
2	3444.09	172 hrs 55 min 53 sec
3	3471.84	168 hrs 11 min 57 sec
4	2637.17	150 hrs 40 min 12 sec
5	3284.97	186 hrs 39 min 24 sec
6	1892.02	124 hrs 7 min 51 sec
7	3575.41	168 hrs 2 min 23 sec
872GP-1-10	3476.52	198 hrs 3 min 53 sec

PUBLIC WORKS REPORT

APRIL 2013

- Arm Lake and Riverdale renovations are just about completed inside, but there will be some siding and door work left to finish when the weather gets warmer. We have also been painting picnic tables and markers for the campsites.
- The FCS building is finished and they are moved back in.
- We repaired signs in Division 4, 5 and 2.
- Winter work has been going good with one scraper left to bring in the shop and one that is close to being finished. The wiring harnesses have been coming in slowly, but we have installed all that we have and are waiting for more to come. Truck and trailer inspections have been completed on most of the units, with 001 and it's pup left to do. The welding on the 815 is finished and we have been checking the wheel bearings in the wobbly packers and servicing the oiling and construction equipment.

Brandt	772GP-1-11-Replaced air to air line on engine, and brake pedal assembly.
Brandt	772GP-2-11-Replaced turbo and front wheel drive solenoid assemblies and replaced wheel seal on front wheel.
Brandt	872GP-1-10-Has been sent to Red Deer to have the differential lock and the front wheel drive repaired.
Brandt	772GP-3-11-Repaired sensor for front wheel drive.
Brandt	772GP-2-10-Replaced wiring harness for the front wheel drive.
Finning	140M-1-09-Replaced wiring for front wheel drive assembly in the cab.

Monday March 25, 2013

To: The MD of Wainwright
RE: Road Closure Application

I would like the council to consider a request for a temporary road closure permit for me for the purposes of performing a Guinness Book of World Records speed record attempt. The actual closure of the road will be aided and overseen by the local RCMP, and will be for a very short duration- only a few minutes at a time approximately four times.

The road I would like to consider is the pavement north of Ribstone. There is a section over a mile in length with virtually no elevation changes, and is straight and smooth. I would be open to any alternately suggested locations, as long as there is greater than a mile of smooth flat road with no significant elevation changes, and enough room to get up to and down from speed in both directions without disruption.

The record attempt requires a run measured over a flying mile in two directions within an hour of each other. The intention would be to close a two mile section of road to allow room to get up to speed, time over a mile, and get stopped again. From the time of closure to re-opening would be approximately five minutes. I anticipate re-opening the road to traffic flow while we re-set for the run in the opposite direction, and once again close the road for approximately five minutes while the return run is in progress.

As the entire event is required to be videotaped for evidence purposes I would have a vehicle following me for filming and for the timers.

As wind speed and direction can play a large role in this type of thing, I am anticipating an evening time frame of approximately 7-9pm, May 25th, June 1st, and June 8th. The second and third date would be in case of inclement weather on the first date. I believe that the Saturday evening request would be at a time of minimal traffic, and we would make every attempt to begin when the road appears clear and empty to create the minimal disruption possible.

Some additional requests I have that are all open to suggestions back from council are:

-I need a way to mark the start and finish lines in advance with a semi-permanent marking system. This is required by Guinness to be marked out by a professional surveyor. I would like to paint a mark on the pavement. If it is not acceptable to paint a line across the highway I would request being allowed to paint a small identifiable mark by the surveyors in advance, and for the day of the actual time trial make a chalk line across the road that is easily removable afterwards if required.

-I would like to sweep the side of the road that I will be travelling on with a bobcat and street sweeper during the day prior to the run to remove any stray rocks, etc that might be on the road.

-I would like an option to do a trial run prior to the actual timed event a week or two prior at reduced speeds. Possibly May 18th on the same time frame of 7-9pm.

I am open to any requirements that council may have from me and would welcome a member of the council or MD employee to be present anytime this is in progress to ensure minimal disruptions and that all your requirements are met.

I do ask that the dates, times and locations be kept to a minimum number of people. I realize that an event like this can draw a lot of attention, and I would suspect that numerous additional spectators could pose traffic and safety hazards for the road as well as myself and my crew. At the same time, I am not trying to keep a total secret or anything like that. If the MD would like any media exposure for the event, we can definitely discuss that.

In return I can offer recognition to the MD for their assistance if and when the record is accepted by Guinness, as the intention is to do some significant promotion for the sport of lawn mower racing across Western Canada afterwards.

The current record is held by a group out of England with some significant corporate sponsorship and is approximately 87mph. Previous to that it was held by an American sponsored by 104 Octane in the low 80's. I intend to beat that by a good margin and am targeting in the area of 100mph.

Obviously safety is a big concern. I have a purpose built racing lawn mower that was built with mostly locally procured parts. It has been designed and built by myself and another local. It is lowered and widened for stability and runs on speed rated rims and tires, and was entirely designed for this type of thing. It is not some dangerously cobbled together machine running way outside of its design parameters as the thought of a lawn tractor going 100mph naturally conjures.

I can provide photos of the entire build sequence or any additional details required by council on the equipment, as well as providing details on the professional team I have assembled to support this event.

I would also happily attend the council meeting to discuss anything further and accept any feedback or additional requirements that council or the MD may have.

For any further details I can be contacted anytime at:

780-842-0712

lawnmowerfanatics@hotmail.com

Thank-you for your consideration in this matter.

Respectfully

Derek Vogel

Ritchie Bros. and Redhead Equipment

Sales Comparison

Ritchie Bros.

When we had originally decided to send the scrapers to Ritchie we were going to send all three for a price of **(\$141,072.00)**.

When we decided to keep one and sell the other two, Ritchie Bros. changed what they would give us for the two scrapers we were going to send them, it dropped to **(\$85,000.00)** for the pair.

Redhead Equipment

Redhead Equipment, has offered us a trade on all three of the scrapers, which we had originally talked about sending to Auction, if we buy the other 2008 Volvo T450 truck and 18yd scraper that we rented last year at a price of **(250,000.00)**.

They have offered us **(\$175,000.00)** for the three scrapers, which would leave us a deficit of **(\$75,000.00)** to purchase the other 2008 T450 and scraper.

March 15, 2013 Council Meeting Motion Made

- 105.13 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to sell the following terex scrapers at Ritchie Brothers for approximately \$47,000 each: 2004 TS14G Scraper S/N S7901142 and 2004 TS14G Scraper S/N S7901143. CARRIED

Vendor Name	Invoice Description	Cheque Amount
AMSC INSURANCE SERVICES LTD	APRIL PREMIUMS	18,096.50
	APRIL CLRS ER PORTION	2,057.20
	Vendor Total:	20,153.70
ANDERSEN, ALMAN D	FABYAN CALL OUT	150.00
ARCHIBALD, ALMON A.	1/2 DAY MPC MEETING	142.01
	MPC MTG MILEAGE - 68 KM	38.08
	Vendor Total:	180.09
BUCHINSKI, KELLY	AAMDC SPRING CONVENTION	510.00
	CONVENTION MILEAGE - 440 KM	246.40
	IRMA MTG MILEAGE - 58 KM	32.00
	Vendor Total:	788.40
CANADIAN NATIONAL RAILWAYS	RAIL CROSS UPGRADE MILE 145.	28,008.75
DONALD L. ISAMAN PROFESSIONAL CORPO	BALANCE OF 2012 AUDIT FEE	12,772.46
MCNEIL, KEN	1/2 DAY MPC MEETING	142.01
	MPC MTG MILEAGE - 20 KM	11.20
	Vendor Total:	153.21
U21 ORGANIZING COMMITTEE	'14 U21 FAST PITCH SPONSOR	5,000.00
VILLAGE OF IRMA	IRMA SHOP UTILITIES FEB 2013	132.00
WAINWRIGHT MINOR HOCKEY	2013 PROVINCIALS - THREE HIL	500.00
	*** Report Total :	\$67,838.61

Vendor Name	Invoice Description	Cheque Amount
ATB FINANCIAL	ATB FINANCIAL	76.23
ATB FINANCIAL MASTERCARD	ATB FINANCIAL MASTERCARD	1,138.93
ATB SECURITIES	ATB SECURITIES	250.00
DIRECT ENERGY REGULATED SERVICES	DIRECT ENERGY REGULATED SERV	1,141.68
IBM CANADA LTD. T-5044	IBM CANADA LTD. T-5044	303.61
LOCAL AUTHORITIES PENSION PLAN	LOCAL AUTHORITIES PENSION PL	20,750.77
	LOCAL AUTHORITIES PENSION PL	22,239.83
	Vendor Total:	42,990.60
MINISTER OF FINANCE	MINISTER OF FINANCE	1,396,990.78
PHOENIX GAS	PHOENIX GAS	671.71
RECEIVER GENERAL FOR CANADA	RECEIVER GENERAL FOR CANADA	52,601.29
	RECEIVER GENERAL FOR CANADA	48,124.37
	Vendor Total:	100,725.66
TELUS COMMUNICATIONS INC.	TELUS COMMUNICATIONS INC.	2,477.86
TOWN OF WAINWRIGHT	TOWN OF WAINWRIGHT	5,132.87
WAINWRIGHT CREDIT UNION LTD.	WAINWRIGHT CREDIT UNION LTD.	1,000.00

*** Report Total : \$1,552,899.93

Vendor Name	Invoice Description	Cheque Amount
A.A.M.D.C.	2013 SPRING CONVENTION REG'N	2,940.00
	PHONE BILL - MARCH 19, 2013	1,248.14
	PAPER	58.85
	WHITEOUT	24.26
	OFFICE CHAIRS (8)	1,168.49
	CREDIT - OFFICE CHAIRS	34.04-
	TS14G-5-06 CAB PTS	211.94
	TS14G-5-06 CAB PT	665.19
	TS14G-7-08 PLANETARY PTS	244.55
	PRESSURE SWITCHES	3,212.20
	PRESSURE SWITCHES	529.45
	FEMALE SPADES	55.06
	COMBINED TEMPERS	384.47
	WASHERS - THRUST	342.36
	TS14G-7-08 MODULES W/LTS	889.75
	GRADER SNOW PLOW SKIS	3,210.90
	SNOW EQUIP - SKI PTS	6,337.91
	TS14G-7-08/TS14G-2-09 BRAKE	457.54
	TIRES	6,317.21
	CREDIT - BINDER	2.85-
	PUNCH/PENCILS/STAPLER/HIGHLI	113.46
	PAPER/MINUTE PAPER	268.35
	OFFICE SUPPLIES - NELSON	231.58
	OFFICE SUPPLIES - NELSON	270.29
	TS14G-7-08 DIFF PTS	6,272.52
	TS14G-7-08 DIFF CASE KITS/SH	789.31
	872GP-1-10 CAB PT	498.68
	772GP-1-10 CIRCLE PTS	3,952.25
	772GP-2-10 CIRCLE PTS	5,483.92
	772GP-1-10 CAB PTS	997.36
	772GP-1-10 SNOW WING PTS	177.12
	FILTERS	307.06
	14H-3-06 CIRCLE PTS	534.98
	140M-1-09 SNOW EQUIP PTS	162.16
	14M-1-08 CIRCLE PTS	63.76
	14M-1-08 CIRCLE PTS	73.71
	D7R-1-08 THROTTLE PT	177.24
	D7R-2-08 ENGINE PT	58.55
	D7R-2-08 ENGINE PT	58.55
	ELEMENTS/FILTERS	500.28
	140M-1-09 ENGINE PT	148.26
	140M-1-09 HYD PT	430.69
	140M-1-09 HYD PTS	314.54
	140M-1-09 HYD PT	430.19
	GRADER WING BLADES	3,307.50
	TRUCK BLADES	5,292.00
	Vendor Total:	59,175.69

*** Report Total : \$59,175.69

Vendor Name	Invoice Description	Cheque Amount
ANDERSEN, SHELLY	MEETINGS	146.98
	COMM. WORK	293.96
	GENERAL	1,910.74
	MILEAGE - 330 KM	184.80
	SUBSISTENCE	229.50
	CONV. PER DIEM	881.88
	CONV. MILEAGE - 330 KM	280.00
	CONV. EXP	510.00
	DEDUCTIONS	568.02-
	Vendor Total:	3,869.84
BARSS, BOB	MEETINGS	293.96
	COMM. WORK	852.06
	GENERAL	2,498.66
	REEVE' DUTIES	881.88
	MILEAGE - 1264 KM	707.84
	SUBSISTENCE	433.50
	DEDUCTIONS	1,276.82-
		Vendor Total:
BUCK, OSCAR	MEETINGS	293.96
	COMM. WORK	293.96
	GENERAL	2,351.68
	MILEAGE - 1075 KM	602.00
	SUBSISTENCE	306.00
	CONV. PER DIEM	881.88
	CONV. MILEAGE - 540 KM	302.40
	CONV. EXP.	510.00
	DEDUCTIONS	404.62-
	Vendor Total:	5,137.26
CUMMINS, BRUCE	MEETINGS	293.96
	COMM. WORK	440.94
	GENERAL	2,498.66
	MILEAGE - 729 KM	408.24
	SUBSISTENCE	357.00
	CONV. PER DIEM	881.88
	CONV. MILEAGE - 455 KM	254.80
	CONV. EXP.	510.00
	DEDUCTIONS	898.84-
	Vendor Total:	4,746.64
VALLEAU, PHIL	MEETINGS	146.98
	COMM. WORK	440.94
	GENERAL	2,498.66
	MILEAGE - 436 KM	244.16
	SUBSISTENCE	331.50
	CONV. PER DIEM	881.88
	CONV. MILEAGE - 436 KM	246.40
	CONV. EXP.	510.00
	DEDUCTIONS	1,633.93-
	Vendor Total:	3,666.59
WILKINSON, TED	MEETINGS	146.98
	DEDUCTIONS	831.75-

Vendor Name	Invoice Description	Cheque Amount
	COMM. WORK	293.96
	GENERAL	1,763.76
	MILEAGE - 560 KM	313.60
	SUBSISTENCE	178.50
	CONV. PER DIEM	881.88
	CONV. MILEAGE - 420 KM	235.20
	CONV. EXP.	510.00
	Vendor Total:	3,492.13
ZAJIC, MYRON	MEETINGS	293.96
	COMM. WORK	1,028.86
	GENERAL	1,616.78
	MILEAGE - 754 KM	422.24
	SUBSISTENCE	306.00
	CONV. PER DIEM	881.88
	CONV. EXP.	510.00
	DEDUCTIONS	905.06-
	Vendor Total:	4,154.66
	*** Report Total :	\$29,458.20

Vendor Name	Invoice Description	Cheque Amount
BULLARD, AARON	FIRE CALLS	183.15
CAMPBELL, RUSSELL	FIRE CALLS	83.25
EVANS, AARON	FIRE CALLS	159.98
FIRTH, DEVON	FIRE CALLS	16.65
FRISSELL, COBY	FIRE CALLS	166.50
GROSKY, DARREN	FIRE CALLS	213.30
KOROLUK, JOHNATHON	FIRE CALLS	53.33
LAPOINTE, STEPHANIE	FIRE CALLS	316.35
MAINVILLE, MARC	FIRE CALLS	195.53
MARTINEAU, DEAN	FIRE CALLS	71.10
MOTLEY, AARON	FIRE CALLS	195.53
NANIAS, KONRAD	FIRE CALLS	183.15
NEVILLE, ROSS	FIRE CALLS	195.53
PAGEAU, MELISSA	FIRE CALLS	366.30
PERKINS, WAYNE	FIRE CALLS	199.80
PILLMAN, WADE	FIRE CALLS	316.35
PIOKER, STEVE	FIRE CALLS	213.30
SLIMMON, MATT	FIRE CALLS	195.53
SMYL, AIME	FIRE CALLS	355.50
SORIAO, NICK	FIRE CALLS	149.85
STEELE, KEITH	FIRE CALLS	373.28
TRELNUK, ALLISON	FIRE CALLS	233.10
WAINWRIGHT FIREMEN'S ASSOC.	FIRE CALL DUES	520.64
WOURMS, DAN	FIRE CALLS	249.75

*** Report Total : \$5,206.75

Vendor Name	Invoice Description	Cheque Amount
A.A.M.D.C.	PW FUEL	63,285.89
	ASB FUEL	274.82
	OILS/GREASE	868.96
	OILS	464.49
	OILS	218.29
	OILS	462.84
	OILS	474.82
	PW FUEL	62,715.83
	ASB FUEL	473.00
		Vendor Total:
ACCURATE SCALE INDUSTRIES LTD	POWER SUPPLY FOR CATTLE SCAL	48.30
AGRICARD	TV145 HYD PTS	702.24
	TV145 FILTERS	187.96
	TV145 BREATHER	63.50
	TV145 FILTERS	132.36
	FILTERS/BUSHINGS/COOLANT	390.60
	WAIN TRUCK SHOP-AIR COMPRESS	514.49
		Vendor Total:
ALBERTA EAVESTROUGHING EDMONTON INC	FCS BLDG - EAVESTROUGH	4,546.50
ALBERTA URBAN MUNICIPALITIES ASSOCI	IRMA CAO ADVERTISING	288.75
ALL CUT SYSTEMS	CUTTING RODS	514.50
ALTAGAS	MAR 1-31, 2013 BILLING	10,007.09
ARCHIBALD, ALMON A.	MPC MTG 1/2 DAY - APR 8/13	146.98
	MPC MILEAGE - 68 KM	38.08
		Vendor Total:
ARCTEC ALLOYS LIMITED	WELDING SUPPLIES - RAILTEC	486.20
B & R ECKEL'S TRANSPORT LTD.	FREIGHT TO MARCH 31/13	987.27
BATTLE RIVER ELECTRIC LTD.	FCS BLDG - OVEN RECEPTACLE	249.96
	WAIN SHOP-HOOK UP AIR COMPRE	347.28
		Vendor Total:
BRENSON TRUCKING LTD.	GRAVEL/SAND HAULING	16,065.00
BUFFALO TRAIL REGIONAL DIVISION NO.	1/2 SHARE MUNICPL RESERVE 20	6,305.50
CANADA FIREWOOD ALBERTA LTD.	RIVERDALE - FIREWOOD	8,706.29
	ARM LAKE - FIREWOOD	8,706.28
	RIVERDALE - FIREWOOD	4,444.65
	ARM LAKE - FIREWOOD	4,444.65
		Vendor Total:
CANADA POST CORPORATION	ASB MARCH NEWSLETTER	296.71
CANADIAN NATIONAL	RR CROSS SIGNAL-JAN/FEB ADJU	110.59
	RR CROSSING SIGNALS - MAR/13	1,182.10
		Vendor Total:

Vendor Name	Invoice Description	Cheque Amount
CANADIAN TIRE ASSOCIATE STORE	ASB LOCKABLE CABINET TOXIC S	367.49
	TIN SNIPS/SOCKET RACKS	27.07
	Vendor Total:	394.56
CDW CANADA INC	KEYBOARD/MICE/POWER SUPPLY	87.89
CENTURY VALLEN	PENETRANT/SEALANT/ADHESIVE	1,131.48
	PENETRANT KROIL	237.64
	Vendor Total:	1,369.12
CHRISTENSEN, CHRIS	SDAB MILEAGE - 180 KM	100.80
	SDAB 2 - 1/2 DAY MTGS	293.96
	Vendor Total:	394.76
CLARK, DARRYL W. & LAYNE G.	PURCHASE OF MTG SUPPLIES-APR	25.96
COUNTY OF VERMILION RIVER #24	2013 STORAGE FEE FOR EXPLOSI	500.00
CUMMINS WESTERN CANADA	TS14G-8-08 ENGINE PTS	102.74
	042 ENGINE PT	148.62
	TS14G-7-08 ENGINE PTS	79.65
	INSITE LITE REG/ONLINE FLEET	1,239.00
	081 ENGINE PT	479.31
	Vendor Total:	2,049.32
D&R TOOL SUPPLY	IMPACT SOCKET	17.42
	SOCKETS/WRENCH/PRY BAR SET	161.97
	IMPACT SOCKET/WRENCH/HEX DRI	216.93
	Vendor Total:	396.32
DENWOOD MOTORS (1993) LTD.	055 ENGINE PTS	448.98
DON ARMOUR HOLDINGS LTD.	MARCH FREIGHT	78.75
EAGLE LOCK & GLASS LTD.	GMC-3-12 CRACK REPAIR	42.00
EASTALTA CO-OP LTD.	ADMIN COFFEE SUPPLIES	107.87
	PW COFFEE SUPPLIES	146.27
	RIVERDALE CLEANING SUPPLIES	38.56
	SIGN POSTS	1,102.50
	Vendor Total:	1,395.20
ELECTRA WELDING (1988) LTD.	TS14G-5-06 TRANS REPAIR	84.00
	IRON STOCK	15.44
	Vendor Total:	99.44
F-X TRUCK ASSCESSORIES & AUTO GLASS	RD NUMBERS FOR SITES (1-110)	136.50
FIRST TRUCK CENTRE LLOYDMINSTER INC	091 ENGINE PT	118.79
	091 CAB PT	95.34
	CREDIT - FILTERS	339.23-
	091 ENGINE PTS	491.18
	091 CAB PT	115.59
	091 AXLE PT	36.97
	091 CAB PT	13.90
	Vendor Total:	532.54

Vendor Name	Invoice Description	Cheque Amount
FLEMING, JOHN	SDAB MILEAGE - 300 KM	168.00
	SDAB 3 - 1/2 DAY MTGS	440.94
	Vendor Total:	608.94
FORD, NORMAN	MEMORIAL DONATION-LAVERNE FO	100.00
FREE FORM PLASTIC PRODUCTS	140M-1-09 CHASSIS PT	319.41
FRONTIER CONSTRUCTION PRODUCTS LTD.	CULVERTS	5,100.69
GABRIELSON, ROD	PMAA TRAINING FUMIGATION	255.00
	PMAA ANNUAL MTG APR 19/13	255.00
	SPCOA TRAINING JUN 11-12/13	510.00
	Vendor Total:	1,020.00
GEMINI POSITIONING SYSTEMS LTD.	GPS GARMIN MODULE	89.25
	GPS ANTENNA/RIBBON CABLE	52.50
	Vendor Total:	141.75
GENIVAR INC.	ENG-GREENSHIELDS LIFT STATIO	6,897.45
GIBSON'S HARDWARE LTD.	EQUIP PTS	2,115.95
	SHOP SUPPLIES	1,037.96
	CONSTRUCTION SUPPLIES	627.99
	RIVERDALE - PAINT/ROLLER	188.93
	IRMA SHOP - COFFEE POT	19.94
	BITS/PRESS GAUGE	30.40
	Vendor Total:	4,021.17
GLOVER INTERNATIONAL TRUCKS	081 WHEEL PT	509.62
GOODALL MOTORS	PW FUEL FEB 28 - MAR 28/13	8,125.20
	ASB FUEL FEB 28 - MAR 28/13	514.39
	DIESEL	464.25
	WINDSHIELD WIPERS	46.94
	Vendor Total:	9,150.78
GOVERNMENT FINANCE OFFICERS ASSOCIA	2013 MEMBERSHIP FEES - GAU	60.90
GREAT-WEST - LONDON LIFE	COUNCILLOR PENSION CONTR	2,428.73
	EMPLOYER CONTRIBUTIONS	1,328.73
	Vendor Total:	3,757.46
GREEN LINE HOSE & FITTINGS (AB) LTD	TS14G-7-08 HYD PTS	212.38
	TS14G-7-08 BOLT CLAMPS/HOSE	178.71
	Vendor Total:	391.09
GREGG DISTRIBUTORS	ASB SPRAYER SWITCHES	64.48
GREIBROK, MARK	AMSA SPRING CONV - 2 NIGHTS	510.00
HAYWORTH EQUIPMENT SALES INC.	061-T HITCH PTS	839.33
HI-WAY 9 EXPRESS LTD.	FREIGHT	35.60

Vendor Name	Invoice Description	Cheque Amount
IGNITE DISTRIBUTION LTD.	RATCHETS/BOLTS/ENAMEL	42.44
	LUGS/BLADE/RING	21.81
	Vendor Total:	64.25
INSTITUTE OF CHARTERED ACCOUNTANTS	2013/14 MEMBERSHIP FEES - GA	1,233.75
INTEGRA TIRE WAINWRIGHT LTD.	DUMP TRAILER TIRE REPAIR	39.46
IRMA CO-OP ASSOCIATION LTD.	PW FUEL - MARCH	16,689.29
	UTILITY KNIFE/NIPPLES	13.30
	Vendor Total:	16,702.59
IVERSON, PRESTON	DONUTS FOR HAZARD ASSESSMENT	20.97
J.D. BARBER EQUIPMENT LTD.	001 LIGHT PT	39.11
	081 ELECTRICAL PTS	8.89
	042 ENGINE PT	86.82
	Vendor Total:	134.82
JOHN DEERE FINANCIAL	FILTERS/ELEMENTS/CLAMPS	3,872.03
	TS14G-8-08 TRANS PTS	545.49
	CONNECTORS/FILTERS	368.72
	CONNECTORS	24.99
Vendor Total:	4,811.23	
JUBILEE INSURANCE AGENCIES LTD.	GARAGE AUTOMOB LIAB #077JB72	927.00
	IRMA FIREFIGHTERS #9400168	1,019.70
	CHAUV FIREFIGHTERS #9100168	1,019.70
	WAIN FIREFIGHTERS #9100168	1,019.70
	Vendor Total:	3,986.10
KAL TIRE	CASING CREDITS	123.20-
	042 TIRE REPAIR	38.33
	772GP-2-11 TIRE REPAIR	42.00
	061 TIRE REPAIR	76.65
	081 TIRE REPAIR	125.95
	081-T TIRE	189.00
	Vendor Total:	348.73
KENT, JAMES R.	SDAB MILEAGE - 60 KM	33.60
	SDAB 3 - 1/2 DAY MTGS	440.94
	Vendor Total:	474.54
KORPAN TRACTOR & PARTS	SCRAPERS - NO SPIN ELEMENT	1,050.00
LAHAYE, SHANNON	AMSA SPRING CONV - 2 NIGHTS	510.00
LAKELAND COMMUNICATIONS	BLUETOOTH HEADSET - IVERSON	157.45
	BLACKBERRY BATTERY - WONSIK	61.90
	Vendor Total:	219.35
LLOYDMINSTER & DISTRICT SPCA	FEE FOR SERVICE - 1 DOG	98.00
LLOYDMINSTER NUT & BOLT	SOCKET HEAD CAPSCREWS	19.93

Vendor Name	Invoice Description	Cheque Amount
LOOMIS EXPRESS	FREIGHT TO MAR 29/13	97.85
MARK, EVELYN	SDAB SECRETARY EXPENSES	15.75
	SDAB SECRETARY MILEAGE-256 K	143.36
	SDAB SECRETARY 12.5 HRS	312.50
	Vendor Total:	471.61
MARTIN DEERLINE	RIVERDALE-JD GREENMOWER REPA	2,444.75
	CREDIT-JD GREENSMOWER REPAIR	190.52-
	Vendor Total:	2,254.23
MAYFAIR LUMBER SALES LTD.	LATH	1,842.75
MCKAY WATER WORKS SUPPLY LTD.	GREEN/FABYAN PRESSURE CTRL V	268.57
MCNEIL, KEN	MPC MTG 1/2 DAY - APR 8/13	146.98
	MPC MILEAGE - 20 KM	11.20
	Vendor Total:	158.18
MID-WEST AUTO SUPPLY LTD.	BELT	24.69
	BULBS	32.70
	001 HYD PT	73.61
	091 BATTERIES	437.85
	101 CHASSIS PTS	31.48
	PLASTIC TOOL BOX	20.99
	WATER PUMP PTS	25.20
	BELTS	36.81
	AIR BLOW GUN	20.99
	CLEVIS SLIP W/ LATCH	9.39
	TOOL CHEST/BENCH GRINDER	472.49
	098 CAB PT	111.76
	081 BATTERIES	485.10
	101 BATTERIES	508.43
	SNOW EQUIP PTS	43.25
	ELECTRODE HOLDERS/CHOP SAW	356.98
	CABLE CUTTER/JACK STAND/LAMP	264.34
	073 RIBS	31.12
	EDG SHOP - TOOLS	87.08
	GRINDING DISCS	18.32
	073 ENGINE PTS	92.40
	073 ENGINE PTS	20.06
	CREDIT - 073 ENGINE PTS	9.14-
	032 LIGHT PT	7.39
	CREDIT - 081 BATTERIES	31.50-
	013 DRIVELINE PT	37.12
	GRINDING DISCS/SOLDER	77.12
	Vendor Total:	3,286.03
MIDWAY DISTRIBUTORS LTD.	OXYGEN	62.52
	CONNECTOR SET	163.42
	GASKETS	9.81
	CYLINDER RENTAL	150.89
	CYLINDER RENTAL	53.03
	CYLINDER RENTAL	21.00
	Vendor Total:	460.67

Vendor Name	Invoice Description	Cheque Amount
MINISTER OF FINANCE	LTO FEES - MARCH 2013	38.00
	LTO FEES - JANUARY 2013	10.10
	Vendor Total:	48.10
MINISTER OF FINANCE	FOIP GUIDELINES	10.50
MOORE CANADA	A/P CHEQUES	895.13
MTM ENERGY SERVICES	14M-1-09 HYD PTS	83.03
NEWCAP INC	ROAD BANS ADV	756.00
NEWCAP RADIO	ROAD BANS ADV	453.60
	WAYNE FM AGRI-MINUTE	942.59
	ROAD BANS ADV	453.60
	KEY 83 AGRI-MINUTE	1,102.50
	ROAD BANS ADV	453.60
	Vendor Total:	3,405.89
NORRIS FORD	098 SPRING PTS	450.16
NORTH EAST AAAF	NE AAAF PEST WORKSHOP REG'N	120.00
NORTHWIND RADIO LTD.	RADIO PTS	2,138.38
NU-GRO LTD.	2 PALLETS STRYCHNINE	22,400.00
PARE, RAYMOND	SDAB MILEAGE - 150 KM	84.00
	SDAB 3 - 1/2 DAY MTGS	440.94
	Vendor Total:	524.94
PEST MANAGEMENT ASSOCIATION OF ALBE	ANNUAL MEMBERSHIP-GABRIELSON	385.00
	APR EDUCATION EVENT-GABRIELS	49.00
	FUMIGATON TRAINING-GABRIELSO	49.00
	Vendor Total:	483.00
POSTAGE BY PHONE	POSTAGE REFILL #20781266	3,150.00
PRINCESS AUTO LTD.	CHAUV SHOP - PRESSURE WASHER	1,154.99
PROMOTION WORKS LTD.	'13 GOLF PASS PROGRAM	156.45
PUROLATOR COURIER LTD.	FREIGHT TO MAR 15/13	207.84
	FREIGHT TO MAR 15/13	56.28
	FREIGHT TO MAR 22/13	118.98
	FREIGHT TO MAR 22/13	42.16
	FREIGHT TO MAR 28/13	375.04
	FREIGHT TO MAR 28/13	187.09
	Vendor Total:	987.39
RAJOTTE, RENE	SDAB MILEAGE - 156 KM	87.36
	SDAB 3 - 1/2 DAY MTGS	440.94
	Vendor Total:	528.30
REDHEAD EQUIPMENT LTD.	TIRE PURCHASE FOR RENTL SCRA	2,508.59-

Vendor Name	Invoice Description	Cheque Amount
	'08 VOLVO T450D SCRAPER HAUL	189,315.00
	'08 ASHLAND I-180TS2 SCRAPER	73,657.50
	WIRING HARNESSSES	4,389.10
	WIRING HARNESSSES	5,421.84
	TOW ROPE	145.95
	WIRING HARNESSSES	7,823.14
	Vendor Total:	278,243.94
RFS CANADA	PRINTER LEASE MAY - JULY 201	1,615.97
RICOH CANADA INC.	COPIER COSTS DEC 3-MAR 4/13	187.96
RON'S VACUUM SERVICE	CLEAN SUMPS - WAIN GRADER SH	354.38
SADDLE HILLS OILFIELD CONSTRUCTION	RIBSTONE - TRACKHOE WORK	1,790.25
	KILLARNEY PIT - TRACKHOE WOR	7,161.00
	HEATH RD - BURY BURNT BRUSH	813.75
	TONDU PIT - TRACKHOE WORK	1,790.25
	SNOWPLOWING - EXTRA HELP MAR	8,814.75
	Vendor Total:	20,370.00
SKINNER & SONS AUTO REPAIR LTD	097 WHEEL ALIGNMENT	94.50
SKINNER, EDWARD E.	MARCH MILEAGE - 125 KM	70.00
SPCOA	SPCOA 2013 SEMINAR - REG'N	50.00
	SPCOA 2103 SEMINAR - MEMBERS	30.00
	Vendor Total:	80.00
STAFFORD PLUMBING & HEATING	WAIN REC SHOP - FLASHING	29.80
	ADMIN BLDG-SERV ROOF TOP UNI	256.31
	Vendor Total:	286.11
STAR NEWS INC.	RD SUMMER STUDENT AD	293.95
	CONST SUMMER EMPLOYMENT AD	272.95
	RD SUMMER STUDENT AD	293.95
	CONST SUMMER EMPLOYMENT AD	272.95
	PUBLIC NOTICE AD	272.95
	OILING FOREMAN EMPLOYMENT AD	293.95
	OILING FOREMAN EMPLOYMENT AD	293.95
	RD SUMMER STUDENT AD	293.95
	CONST SUMMER EMPLOYMENT AD	272.95
	PUBLIC NOTICE AD	272.95
	EQUIP CONTRACTOR AD	196.52
	ROAD BANS AD	327.54
	ROAD BANS AD	327.54
	RD SUMMER STUDENT AD	293.95
	CONST SUMMER EMPLOYMENT AD	272.95
	OILING FOREMAN EMPLOYMENT AD	293.95
	EQUIP CONTRACTOR AD	196.52
	STRYCHNINE NOTICE	272.95
	ROAD BANS AD	327.54
	AG SAFETY WEEK AD	420.00
	Vendor Total:	5,763.96

Vendor Name	Invoice Description	Cheque Amount
SUN MEDIA CORPORATION	ROAD OILING FOREMAN AD	184.07
TOWN OF WAINWRIGHT	ROOM RENTAL - SAFETY COURSE	223.78
TRUCK ZONE	AIR FILTERS	1,149.04
UNIVERSAL HANDLING EQUIPMENT COMPAN	24 - 3 YD WASTE BINS	22,116.15
VILLAGE OF CHAUVIN	MARCH SHOP UTILITIES	469.93
	LGAA CONVENTION MILEAGE-MILT	130.00
	Vendor Total:	599.93
WADDELL HOME HARDWARE	EDG - SHOVEL/GREASE GUN/BULB	146.41
WADDELL, BRANDON	PARTS RUN MILEAGE - 108 KM	60.48
WAINALTA MOTORS (1988) LTD.	BELT	32.97
WAINWRIGHT ASSESSMENT GROUP LTD.	ASSESSMENT FEES - MARCH/13	11,812.50
WAINWRIGHT AUTO SUPPLY (1988) LTD.	EQUIP PTS	1,200.10
	SHOP SUPPLIES	485.36
	EQUIP SUPPLIES	2,015.03
	SAFETY - GLOVES/PROTECTANT	91.40
	WELDING - BULBS/STONES	86.69
	WAIN GRADER SHOP-REPAIR BATT	279.65
	Vendor Total:	4,158.23
WAINWRIGHT LUMBER CORPORATION	FOAM/SANDPAPER/MASKS	50.58
	SIGN SCREWS	13.10
	RECIP BLADES	15.31
	DRYWALL COMPOUND/KNIVES/PAN	31.03
	SAW BLADE	44.63
	Vendor Total:	154.65
WAINWRIGHT VALUE DRUG MART	INK REPLACEMENT - GAU	31.49
WAINWRIGHT WATER CONDITIONING	ADMIN BOTTLED WATER	22.00
	PW BOTTLED WATER	38.50
	ADMIN BOTTLED WATER	16.50
	Vendor Total:	77.00
WASTE MANAGEMENT OF CANADA CORPORAT	GARBAGE FEES - MARCH 2013	7,754.75
WEARPRO EQUIPMENT & SUPPLY LTD.	BLADES - GRADERS ONE WAY PLO	8,479.17
WESTERN TRUCK BODY MFG.	071 ENGINE PT	279.11
WORKERS COMPENSATION BOARD	WCB INSTALLMENT	13,833.33
WURTH CANADA LTD	WIRE TIES/POWER LUGS/HEAT SH	455.15
	STRAIGHT LEAD	245.83
	Vendor Total:	700.98

*** Report Total : \$695,339.51

Cheque Register

Cheque#	Employee Number	Cheque Amount
22491	000502	2,208.19
22492	000071	1,599.22
22493	000496	1,068.53
22494	000504	2,182.90
22495	000061	3,832.44
22496	000334	1,548.76
22497	000268	2,015.13
22498	000430	1,211.75
22499	000386	1,475.24
22500	000427	1,420.24
22501	000485	1,365.92
22502	000992	1,970.84
22503	000043	1,711.80
22504	000227	1,604.86
22505	000396	2,614.76
22506	000133	2,593.81
22507	000442	1,712.78
22508	000298	2,162.31
22509	000160	1,694.77
22510	000297	1,493.46
22511	000370	2,141.30
22512	000232	1,761.93
22513	000166	2,104.50
22514	000174	2,593.81
22515	000984	2,083.32
22516	000439	2,254.82
22517	000456	1,666.80
22518	000425	1,019.35
22519	000447	1,816.21
22520	000479	1,207.74
22521	000309	1,614.94
22522	001214	2,880.67
22523	000420	1,617.60
22524	000464	738.89
22525	000106	1,879.36
22526	000272	2,241.92
22527	000269	1,900.78
22528	001503	2,211.33
22529	001297	729.80
22530	000157	2,272.45
22531	000273	1,986.21
22532	000488	1,418.41
22533	000080	1,886.48
22534	000463	1,875.75
22535	000472	2,089.72
22536	000249	1,897.70
22537	000307	1,822.56
22538	000364	1,575.36
22539	000333	1,771.23
22540	001024	1,896.32
22541	000425	219.12
22542	000502	2,348.27
22543	000071	1,633.20
22544	000496	883.38
22545	000504	2,065.58
22546	000061	3,707.75
22547	000334	1,469.03
22548	000268	2,380.78
22549	000430	1,164.31
22550	000386	1,387.83
22551	000427	1,895.11
22552	000485	1,259.45
22553	000508	750.72
22554	000992	2,865.13
22555	000043	1,576.83
22556	000227	1,503.15
22557	000396	2,625.24
22558	000133	2,464.33
22559	000442	1,987.16
22560	000298	2,040.74
22561	000160	2,615.30
22562	000297	2,538.09

Cheque Register

Cheque#	Employee Number	Cheque Amount
22563	000370	2,019.84
22564	000232	2,843.17
22565	000500	1,386.82
22566	000166	3,393.41
22567	000174	2,464.33
22568	000984	2,384.54
22569	000439	2,580.76
22570	000456	1,752.27
22571	000425	2,606.84
22572	000447	2,585.55
22573	000479	1,119.63
22574	000309	1,539.77
22575	001214	2,773.14
22576	000420	3,816.50
22577	000464	1,585.19
22578	000106	3,581.32
22579	000272	2,178.91
22580	000269	2,975.29
22581	001503	2,111.53
22582	001297	729.80
22583	000157	3,015.38
22584	000273	3,045.76
22585	000488	1,428.91
22586	000080	1,831.31
22587	000463	1,758.40
22588	000472	2,574.89
22589	000507	269.03
22590	000249	2,792.79
22591	000307	1,527.12
22592	000364	1,503.53
22593	000333	1,683.72
22594	001024	2,914.19
22595	000496	376.97
22596	000427	204.32

*** Total : \$ 205,180.40

*** Total # Of Cheques: 106

MUNICIPAL DISTRICT OF WAINWRIGHT NO. 61
Financial Statement of Receipts and Disbursements

Sunday, March 31, 2013

	MSI FUNDING	RESERVE TRUST	GENERAL	TOTAL
Net Balance at End of Previous Month	6,005.18	72,782.06	15,012,609.63	15,091,396.87
Receipts for the Month	5.10	773.30	2,700,098.11	2,700,876.51
Term Deposits Redeemed				-
SUBTOTAL	6,010.28	73,555.36	17,712,707.74	17,792,273.38
Disbursements for the Month			2,291,856.08	2,291,856.08
Term Deposits Purchased				-
TOTAL	6,010.28	73,555.36	15,420,851.66	15,500,417.30
Bank Balance at End of Month	6,010.28	73,555.36	15,556,886.44	15,636,452.08
More Outstanding Transfers			31.50	31.50
SUBTOTAL	6,010.28	73,555.36	15,556,917.94	15,636,483.58
Less Outstanding Cheques			130,824.43	130,824.43
Less Outstanding Transfers			5,241.85	5,241.85
Net Balance at End of Month	6,010.28	73,555.36	15,420,851.66	15,500,417.30
Revolving Loan:	-	Submitted to Council this 16th day of April, 2013 <hr/> Reeve <hr/> Municipal Administrator <hr/> Municipal Accountant		
Cancelled Cheques:	806.55			
#66647 - Midwest Broadcasting \$543.06 (cancelled as input in error)				
#66666 - Stafford Oilfield \$263.49 (cancelled and reissued to Stafford Plumbing)				

*Reserves**March 31, 2013*

Admin. Reserves		496,437.73
Fire – Edgerton	309,150.34	
Irma	184,873.30	
Chauvin	(206,279.38)	
Wainwright	<u>(8,068.46)</u>	279,675.80
P/W Reserve – General		
Shop Repairs	75,000.00	
Bridge Repairs	<u>850,000.00</u>	925,000.00
Water Well Reserve		192,677.83
Development Reserve		29,250.00
ASB Reserve – General		23,150.98
Recreation Reserve – General		634,951.93
Debt Servicing Reserve		1,000,000.00
Operating Contingency		6,669,385.91
Fire Capital		5,959.28
ASB Capital		134,448.33
PW Capital		1,559,199.80

TOTAL**\$ 11,950,137.59**

ACTION LIST

Department	Task	Action Taken	Status	Date
Administration				
Kelly	Mtn#113.13 – letter to Village of Irma’s U21 Organizing Committee		Complete	Mar 18/13
	Rec Board – Wain. Gymnastics Club Donation Request	Added to Recreation Board Agenda	Complete	Mar 2013
	Mtn#114.13 – approve FGTF amending agreement	Signed and sent agreement away	Complete	Mar 18/13
	Mtn#318.12 – negotiate royalties with Reeve for Road Allowance Gravel Crushes with Alberta Transportation	Additional testing will be done by AT – still negotiating	In Progress	July 2012
	Amend Mutual Aid Agreement with County of Vermilion River and bring back to next Council Meeting	Made contact with Emergency Service Coordinator in CVR – he will respond to our concern.	Waiting for Response	May 2012
Mary/Karrie	Mtn#51.13 – Mile 164.79 payment \$25,113	Waiting on Invoice	In Progress	Feb 2013
	Mtn#52.13 – Mile 145.14 payment \$26,675	Paid March Month End Cheques	Completed	Mar 2013
	Mtn#111.13 – 2012 reserve allocation	Adjusted financial statements	Complete	March 17/13
	Mtn#112.13 – prepare for budget mtg – April 22/13	Adjusting budget as per council motions	Complete	March 20/13
	Mtn#113.13 - \$5000 cheque to Village of Irma’s U21 Organizing Committee	Paid March Month End Cheques	Complete	March 31/13
Stephen	Amend TerraCem & Oiling map w/ Bonnie	Need schedule from Mark	In progress	Feb 21/13
	Put February 19 th and March 4 th minutes on the website		Complete	March 2013
Lindsay	Prepare for financial statements	Printed & mailed to ratepayers	Complete	Mar 27/13
	Send ad to paper for M.D. Open House	Ad to run in April 5 th paper	Complete	Mar 26/13
Safety/Utilities				
Preston	Mtn#53.13 – inspection of equipment (Crushing)		In Progress	March 2013
	Mtn#54.13 – inspection of equipment (Hauling)	Meeting date set	In Progress	March 2013
	Mtn#99.13 – add Safe Work Procedures at Railway Crossings to the M.D. Safety Manual.	Reviewed safe work practices with all grader/plow operators and distributed copies to managers.	Complete	April 2013
	Look into prime contractor course for management and healthy and safety courses for staff		In Discussion	April 2013
ASB				
James/Aimee	Mtn#97.13 – award roadside mowing program.	Letter awarding 2013 Mowing to Round Corner Welding written and mailed	Complete	March 2012

ACTION LIST

Department	Task	Action Taken	Status	Date
Development				
Jim	Mtn#76.13 – letter to Talisman w/conditions	Agreement on file	Complete	March 11/13
Public Works & Park/Rec				
Shannon	Mtn#12.13 – order wood for campgrounds and set up a meeting with Ted & Arm Lake to discuss the handling of implementing the wood sale.	Completed quote package put on APC. Awarded contract to Canada Firewood Alberta Ltd.	In Progress	Jan 2013
	Mnt#499.12 – sale of the Handi Van –	Working on	In Progress	Dec. 12/12
	Mtn#102.13 – purchase 872GP construction grader from Brandt Tractor	Contacted Brandt	In Progress	March 2013
	Mtn#103.13 – purchase 140M divisional grader from Finning	Contacted Finning	In Progress	March 2013
	Mtn#104.13 – purchase 872GP oiling grader from Brandt Tractor	Contacted Brandt	In Progress	March 2013
	Mtn#105.13 – sell scrapers S/N S7901142 & S7901143 to Ritchie Brothers.	Contacted Ritchie Bros.	In Progress	March 2013
Transportation				
Mark	Set up meeting w/Shelly & Ryan Pfisterer Re: Gravel		In Progress	Dec. 12/12



Municipal District of Wainwright No.61

MEMORANDUM

Date: April 16th, 2013
To: Kelly & Council
From: Administration
Re: **Seasonal Employees Sun Life Benefits**

Kim has spoken with Bev Baldwin from AUMA, who is my contact for the Sun Life Group Benefits, about enrolling seasonal employees in the group benefits. She gave me the following information:

- Seasonal Employees can be added to the plan at the same cost as regular employees
- Seasonal employees can go on and off benefits as they are hired or laid-off and they can also keep their benefits active during the time they are not working
- Seasonal employees can have all benefits except STD(short term disability) and LTD (long term disability)
- The only restriction seasonal employees may have is if they enroll in the plan after July 1st they are considered a late entrant and will only have \$750 of dental coverage for the year, prior to July 1st they are entitled to the full \$1,500

As for the MD's premiums, each municipality's rates are based on their premiums paid vs. their claims. So each year this is how the renewal rates are calculated. I spoke to Bev about the premiums going up and she said that some municipality's have a 12 month waiting period to maybe weed out some of the short term employees but there is never a guarantee with any employee (seasonal or permanent) that they won't max out their Dental and then quit. It doesn't really seem to be an issue for other municipalities. In my opinion, most of us max out our dental each year anyway because it doesn't take much to get up to \$1,500 (a cleaning and a couple fillings). Also she said that we are able to set up the Employee/ Employer percentage of contributions however we want for the seasonal employees.



MEMORANDUM

Date: April
To: Kelly & Council
From: Admin.

RE: Request for an additional full-time Administration Staff

Attached:

- amended job descriptions for Payroll Clerk and Receptionist/Secretary
- new job description for General Administration Clerk
- Sheet moves and adds
- Things needing more time spent on them and crossing training plan

Requesting to add the General Administration Clerk full-time position to the Administration Department and forward the three job descriptions to the policy manual.

Thanks!

Receptionist/Secretary

JOB TITLE: Receptionist/Secretary

DEPARTMENT: Administration

REPORTS TO: Assistant Municipal Administrator

GENERAL STATEMENT OF DUTIES:

This position involves the performance of secretarial, clerical assignments and customer service requiring decisions based on Municipal Policy and Procedures. Excellent communication and public relation skills are essential. This position is under the general direction of the Assistant Municipal Administrator.

OUTLINE OF DUTIES:

1. Opens mail and distributes to appropriate departments in a timely manner and ensures all outgoing mail is stamped and turned over to Canada Post Clerk the following morning.
2. Switchboard duties – understands and operates the switchboard in a professional and pleasant manner.
3. Assists in scheduling appointments and meetings for Council and the Municipal Administrator. Keeps an up to date record of the locations of office staff including scheduled vacation and sick time of staff using an electronic calendar system along with a desk calendar.
4. Prepares meeting agendas and packages and distributes accordingly.
5. Prepares and maintains current information for the Emergency Management Plan and handles contract inquiries and assists the Deputy Director of Disaster Services.
6. Back up for Recording Secretary for Council Meetings.
7. Downloads all AAMDC documentation and forwards to appropriate departments.
8. Assists Public Works Clerk when required.
9. Handles inquiries at the front counter and directs to the appropriate department if required.

10. Orders and organizes all office supplies for all departments.
11. Operates and maintains all office equipment i.e. photocopier, fax machine, labeller, laminating machine and postage machine etc.
12. Maintains and files all account payable files, correspondence files and legal files.
13. Types and distributes all letters, documents, envelopes, manual cheques, reports and agreements as requested.
14. Prepares and maintains Accounts Receivable Statements and Invoicing.
15. Process entries for Cash Receipts on a daily basis and deposit processing as required.
16. At request keys accounts payable invoices, balances, run cheques and files copies.
17. Revenue reconciliation for Riverdale Mini-Park, Fabyan Campsite & Ribstone Campsite.
18. Prepares annually construction completion letters.
19. Assists co-workers when time permits and help is needed.
20. Ensures night back up is in place, cash drawer is put away, vaults and office doors are locked and lunch room is left in a neat manner nightly.
21. Maintains individual email and utilize internet for research, updates & communication.
22. Any other duties assigned by Municipal Administrator or Assistant Municipal Administrator.

KNOWLEDGE, ABILITY AND SKILLS:

This position would normally require the completion of a Certificate in Local Government Administration. Several years experience in an office setting and a Certificate in Office Administration would normally be required. Excellent communication and public relation skills are essential.

COMPREHENSION AND JUDGMENT:

The work requires the ability and willingness to cooperate with other staff members and departments. A high degree of accuracy and following of instructions is instrumental in carrying out the position.

General Administration Clerk

JOB TITLE: General Administration Clerk

DEPARTMENT: Administration

REPORTS TO: Assistant Municipal Administrator

GENERAL STATEMENT OF DUTIES:

This position involves the performance of general administration tasks within various departments and includes clerical assignments, responsible for administrative support to the Municipal Administrator for the research and completion of Grants customer service and transportation cost accounting requiring decisions based on Municipal Policy and Procedures. This position will take on the full duties of the Receptionist/Secretary in their absence. Excellent communication and public relation skills are essential. This position is under the general direction of the Assistant Municipal Administrator.

OUTLINE OF DUTIES:

1. Backup Receptionist/Secretary desk when absent. Provide daily support to the front counter reception, telephone, cash receipts and other organizational support that may be necessary.
2. Prepares tenders and bids for the APC site. Advertise opportunities, draft contracts, prepare packages, receive bids and assist in the officiating of the bid opening and evaluation process. Prepare letters and documentation for unsuccessful bid bonds and archive bid documents.
3. Draft, prepare and review all contracts and agreements with the M.D. of Wainwright. Oversee that the proper endorsement and specific deadlines of contracts are met.
4. Ensure the M.D. insurance WCB requirements for all project contractors are met as per M.D. policy manual.
5. Facilitate and conduct required research, compile data, review and edit proposals for grant applications. Input, retrieve and oversee reporting requirements for grant programs and enter into the correct formats. Research potential funding sources.
6. Administrates special projects as assigned.

7. Process entries for Cash Receipts on a daily basis and deposit processing as required.
8. Codes all transportation, road construction and oiling invoices.
9. Checks all gravel sheets turned in by the contractors and completes sheets for gravel hauled by the M.D. operators.
10. Maintains data base and gravel pit inventory.
11. Monitors gravel agreements to ensure all payments and terms are met.
12. Maintains records for special transportation projects (i.e.: local road construction, oiling, gravelling, etc.).
13. Completes monthly gravel reports.
14. Prepares grants to submit to MGMA and submits SFE's and reports to Alberta Transportation and maintains records for Rural Transportation Grant.
15. Prepares unofficial Tender/RFP results and notifies staff of results.
16. Help Returning Officer prepare for elections.
17. Maintains an updated preferred contracts list.
18. Assists co-workers when time permits and help is needed.
19. Maintains individual email and utilizes internet for research, updates & communication.
20. Any other duties assigned by Municipal Administrator or Assistant Municipal Administrator.

KNOWLEDGE, ABILITY AND SKILLS:

This position would normally require the completion of a Certificate in Local Government Administration. Several years experience in an office setting and a Certificate in Office Administration would normally be required. Excellent communication and public relation skills are essential.

COMPREHENSION AND JUDGMENT:

The work requires the ability and willingness to cooperate with other staff members and departments. A high degree of accuracy and following of instructions is instrumental in carrying out the position.

Payroll Clerk

JOB TITLE: Payroll Clerk

DEPARTMENT: Administration

REPORTS TO: Assistant Municipal Administrator

GENERAL STATEMENT OF DUTIES:

This position involves the performance of clerical assignments specializing in human resources, payroll, WCB and development and planning requiring decisions based on Municipal Policy and Procedures. Excellent communication and public relation skills are essential. This position is under the general direction of the Assistant Municipal Administrator.

OUTLINE OF DUTIES:

1. Process biweekly payroll run – complete procedure from checking timesheets to ensuring transmission to the bank; year end and T4 completion.
2. Prepares appropriate payroll remittances.
3. Administers employee group benefit plan.
4. Administers employee and councillor pension plans.
5. Maintains records of Councillor's remuneration for annual reporting and T4's.
6. Submits and maintains records of WCB claims and reporting and assists Safety & Utilities Manager in processing WCB claims.
7. Prepares required reports or information to assist departments with budgeting.
8. Communicates on a regular basis with Department Heads on the status of probationary periods, anniversary dates, enrolments and terminations.
9. Facilitates and participates in human resource salary and benefit surveys as required.

10. Records and maintains employees' sick leave and annual holiday records.
11. Ensures appropriate forms are completed for new and terminated employees.
12. Handles any inquiries relating to payroll or benefit plans.
13. Prepares employee paysheets to be signed by council.
14. Payroll filing.
15. SCP and STEP Grant processing.
16. WCB and LAPP annual reporting.
17. Payroll audit procedures.
18. Back up for gravel processing.
19. Assists Development Officer with administering the Municipal Development Plan and assume responsibility for Land Use Planning within the Municipal District of Wainwright.
20. Answers phones, opens mail and handles customers when required.
21. Assists co-workers when time permits and help is needed.
22. Any other duties assigned by Municipal Administrator or Assistant Municipal Administrator.

KNOWLEDGE, ABILITY AND SKILLS:

This position would normally require the completion of a Certificate in Local Government Administration. Several years experience in payroll and human resources and a Certificate in Office Administration would normally be required. Excellent communication and public relation skills are essential.

COMPREHENSION AND JUDGMENT:

The work requires the ability and willingness to cooperate with other staff members and departments. A high degree of accuracy and following of instructions is instrumental in carrying out the position.

	<u>Payroll Clerk</u>	<u>Receptionist/Secretary</u>	<u>General Clerk</u>
		-Assists in scheduling appointments and meetings for Council and Municipal Administrator. Keeps an up to date record of the locations of office staff including scheduled vacation and sick time of staff using an electronic calendar system along with a desk calendar.	-Completely backup Receptionist/Secretary desk when absent. Provide daily support to the front counter reception, telephone, cash receipts and other organizational support that may be necessary.
Additions:	<ul style="list-style-type: none"> Prepares required reports or information to assist departments with budgeting 	-Register Council and staff for courses and conventions, and make travel arrangements and bookings.	-Prepare tenders and bids for the APC site. Advertise opportunities, draft contracts, prepare packages, receive bids and assist in the officiating of the bid opening and evaluation process. Prepare letters and documentation for unsuccessful bid bonds and archive bid documents.
	-Communicate on a regular basis with Department Heads on the status of probationary periods, anniversary dates, enrolments and terminations	-Prepare meeting agendas and packages and distribute accordingly.	-Draft, prepare and review all contracts and agreements with the MD of Wainwright. Oversee the proper endorsement and specific deadlines of contracts are met.
			-Facilitate and conduct required research, compile data, review and edit proposals for grant applications. Input, retrieve and oversee reporting requirements for Grant programs and enter into the correct formats. Research potential funding sources.
			-Administrative special projects as assigned.
			-Maintain, enter tickets and balance Gravel Pit Inventories.
			. Ensure that MD insurance and WCB requirements for all project contractors are met as per MD policy manual.
Deletions	-Maintain, enter tickets and balance Gravel Pit Inventories.		

Things needing more time spent on them:

Crossing Training
Councillor on automation
Transportation Labour Statements
Disaster Program
Courses
General Maintenance of Files
General research - grants, benefits, employment etc.
Seasonal Administration
Payroll Inquiries
Gravel Tracking - Free loads
Mapping help for the Village

2013 - Crossing Training

Tax Clerk - back up for payroll
Computer Tech - back up for garbage
Receptionist - back up for taxes
General Clerk - back up for computers
Payroll Clerk - back up for development

6d



Northern Lights Library System

5615 - 48 Street, Postal Bag 8, Elk Point, Alberta T0A 1A0
Tel (780) 724-2596 Fax (780) 724-2597 info@nlls.ab.ca

March 25, 2013

Mr. Kelly Buchinski
M.D of Wainwright
717-14 Avenue
Wainwright AB T9W 1B3

Dear Mr. Buchinski,

Northern Lights Library System (NLLS) will be hosting its 21st annual conference "Growing Stronger Together" on September 19 - 21, 2013. We're asking your help in making this a successful and memorable event for the 150+ library staff, board trustees, and municipal councilors who will be attending.

Registration fees will barely cover the technical part of the conference. To roll out the welcome mat for this gathering of professionals will require donations in the form of cash and donations.

We need help to support special activities that will be offered to conference participants and to provide for registration favors and refreshments during the conference. Some special activities include a tour of the Fort George Interpretive Centre, pre-conference evening social and 2 guest speakers.

By donating, you'll benefit from exposure of your municipalities name to those who attend the conference. Donors will be listed within the building, and the donations or merchandise you give will be on display throughout the conference.

Would you consider donating to support the continued work of Northern Lights Library System? If you commit to a donation before May 1, 2013 we will include the name of your municipality in the conference brochure. You can reach me at 780.724.2596 ext. 242, or let me know through your appointed board member.

Yours truly,

Patricia Mathiot
Executive Assistant

Northern Lights Library System
presents:



Photo by Curtis Lantinga

Kelley Armstrong
#1 New York Times Best-selling Author of *Bitten*, the first title of the *Women of the Otherworld* series.



Photo by Marlene Palamarek

Fran Kimmel
Speaker, trainer, author of *The Shore Girl*. In 2010, Fran led Parkland Library System's Write On! Program

**GROWING
STRONGER
TOGETHER**



2013 Annual Conference
September 19 - 21, 2013



March 15, 2013

Mr. Kelly Buchinski
Chief Administrative Officer
Municipal District of Wainwright No. 61
717 - 14th Avenue
Wainwright, AB T9W 1B3
Canada

RE: Arm Lake Recreation Area Playground Expansion
Project Number: C000196

Dear Mr. Buchinski:

Thank you for submitting your application to Western Economic Diversification Canada (WD) under the Community Infrastructure Improvement Fund (CIIF).

The Fund has been met with resounding interest across Western Canada. While many outstanding project applications were received, demand for funding was greater than the available funds.

CIIF funds have now been fully allocated in Alberta and we regret to inform you that we are unable to accommodate your request.

Thank you again for your application and interest in CIIF.

If you have any immediate questions or concerns, please contact us at 1-888-338-WEST (9378).

Sincerely,

Shelley Heidecker,
Manager, Alberta Region



March 15, 2013

Mr. Kelly Buchinski
Chief Administrative Officer
Municipal District of Wainwright No. 61
717 - 14th Avenue
Wainwright, AB T9W 1B3
Canada

RE: Riverdale Mini-Park and Arm Lake Club House Renovations
Project Number: C000654

Dear Mr. Buchinski:

Thank you for submitting your application to Western Economic Diversification Canada (WD) under the Community Infrastructure Improvement Fund (CIIF).

The Fund has been met with resounding interest across Western Canada. While many outstanding project applications were received, demand for funding was greater than the available funds.

CIIF funds have now been fully allocated in Alberta and we regret to inform you that we are unable to accommodate your request.

Thank you again for your application and interest in CIIF.

If you have any immediate questions or concerns, please contact us at 1-888-338-WEST (9378).

Sincerely,

Shelley Heidecker,
Manager, Alberta Region

TOWER AND EQUIPMENT PURCHASE AGREEMENT

THIS AGREEMENT dated this ___ day of _____, 20__

BETWEEN:

LEMALU HOLDINGS LTD. O/A MCSNET,
a corporation incorporated and existing pursuant
to the laws of the Province of Alberta,

(the 'Vendor')

AND:

M.D. OF WAINWRIGHT NO. 61, a municipality
Incorporated and existing pursuant to the laws of
the Province of Alberta,

(the 'Purchaser')

IN CONSIDERATION OF THE COVENANTS and agreements contained in this Purchase Agreement, the parties to this Agreement agree as follows:

1. PURCHASE OF TOWERS AND EQUIPMENT

The Vendor will install the following towers and equipment for the Purchaser as described in Schedule A.

2. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior drafts, agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties, indemnities or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof, save and except as may be herein expressly provided or as may be contained in any document agreed to in writing by the Parties and delivered pursuant to this Agreement.

3. GOVERNING LAW AND ARBITRATION

- (a) This Agreement shall be construed, interpreted and enforced in accordance with, and the respective rights and obligations of the Parties shall be governed by, the laws of the Province of Alberta and the federal laws of Canada applicable therein, and each Party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of such province and all courts competent to hear appeals therefrom.

- (b) In the event of any dispute arising between the Parties concerning this Agreement, its enforceability or the interpretation thereof, the same shall be settled by a single arbitrator appointed pursuant to the provisions of the Arbitration Act of Alberta, of any successor legislation then in force.

4. AMENDMENTS AND WAIVERS

No amendment or waiver of any provision of this Agreement shall be binding on any Party unless consented to in writing by such Party. No waiver of any provision of this Agreement shall constitute a waiver of any other provision, nor shall any waiver constitute a continuing waiver unless otherwise provided.

5. CONSIDERATION

The Purchaser will purchase said equipment with an initial down payment to the Vendor of 25% of the agreed price, which is the sum of **\$55,650.00** Canadian Dollars (CAD). The Purchaser will pay the remaining balance, in the sum of **\$166,950.00** Canadian Dollars (CAD) (being 75% of the agreed price) within 30 days of installation of said equipment by the Vendor.

6. INSPECTION

The Vendor will notify the Purchaser once the equipment has been installed. The Purchaser agrees to inspect or approve the installation and pay the remaining 75% of the agreed price within 30 days of notification by the Vendor that the project has been complete. If there are any deficiencies noted by the Purchaser in such an inspection, the Purchaser may delay payment until the Vendor has remedied the said deficiencies to commercially acceptable standards. If the Purchaser and Vendor are unable to reach an understanding within 90 days of the initial notification by the Vendor to the Purchaser of its completion, the parties shall resort to arbitration as provided for herein and the outcome of said arbitration shall be binding upon the parties.

7. Warranty

The Vendor warrants that the equipment and installation of same against all defects in workmanship and materials for a period of 90 days. In any case of claims or legal action against the Vendor in relation to the purchase of said equipment, the Vendor will be liable to a maximum of 100% of the agreed price of the said equipment. The parties agree that after 90 days, the Vendors liability with regards to this agreement shall be limited to \$1000.00.

The parties have executed this agreement at _____, Alberta the day and year first above written.

VENDOR



Authorized Signature

Leo Van Brabant - CEO
Print Name and Title

BUYER

Authorized Signature

Print Name and Title

INTERNET SERVICE PROVIDER INFRASTRUCTURE RENTAL AND PURCHASE AGREEMENT

THIS AGREEMENT made effective as of the ____ day of _____ 20____.

BETWEEN:

LEMALU HOLDINGS LTD., a corporation
incorporated and existing pursuant to the
laws of the province of Alberta,

("MCSNet")

AND:

THE M.D. OF WAINWRIGHT NO. 61, a
municipality incorporated and existing
pursuant to the laws of the Province of
Alberta,

(the "M.D.")

WHEREAS:

The M.D. is desirous of improving broadband coverage in unserved or underserved areas of the M.D.; and

The M.D. has made application to the Final Mile Rural Community Program to obtain program funding allowing it to defray up to 75% of the Project Cost to design, install and erect the necessary equipment required to expand service to unserved or underserved areas of the M.D. (hereinafter the "Project Infrastructure") and;

The M.D. has selected MCSNet via a competitive, open selection process and

MCSNet is successfully operating a wireless Internet service provider business which currently serves over 15,000 subscribers via a network of over 400 towers in Alberta and Saskatchewan and;

MCSNet has pledged to contribute 25% of the Project Cost in advance of construction as a deposit towards exclusive rental of the Project Infrastructure for a 5 year period and to purchase the Project Infrastructure at the end of the 5 year term.

NOW, THEREFORE, THIS AGREEMENT WITNESSES THAT in consideration of the respective covenants, representations, warranties and indemnities of each of the Parties herein

contained, and for the good and valuable consideration (the receipt and sufficiency of which are acknowledged by each Party), the Parties agree as follows:

ARTICLE 1- INTERPRETATION

1.1 DEFINED TERMS

For the purposes of this Agreement, the following terms shall have the respective meanings specified or referred to below and grammatical variations of such terms shall have corresponding meanings:

Project Infrastructure – The physical towers, radio and other equipment required to service the designated unserved or underserved areas. These are described in detail in Schedule “A”.

Towers – Refers to the physical antenna supporting structures which form part of the Project Infrastructure.

Activation Date – Date when rental of Project Infrastructure by MCSNet commences.

Closing Date – Date, 5 years from Activation Date, when ownership of Project Infrastructure is sold and transferred to MCSNet.

Project Cost – Total cost required to erect and place into function the tower infrastructure as provided by the tower vendor.

Rent - Monthly fees deducted from 25% initial payment, balance of payment will be the buyout at the end.

MCSNet – LEMALU Holdings Ltd. Operating as MCSNet, an Internet Service Provider doing business in the Province of Alberta whose primary business consists of providing rural broadband Internet to unserved or underserved residents.

1.2 CURRENCY

Unless otherwise indicated, all dollar amounts in this Agreement are expressed in Canadian funds.

1.3 SECTIONS AND HEADINGS

The division of this Agreement into Articles, sections, subsections and paragraphs and the insertion of headings are for convenience of reference only and shall not affect the interpretation of this Agreement. Unless otherwise indicated, any reference in this Agreement to an Article, section, subsection, paragraph or Schedule refers to the specified Article, section, subsection or paragraph of, or Schedule to, this Agreement.

1.4 NUMBER AND GENDER

In this Agreement, words importing the singular number only shall include the plural and *vice versa*, and words importing gender shall include all genders.

1.5 ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior drafts, agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties, indemnities or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof, save and except as may be herein expressly provided or as may be contained in any document agreed to in writing by the Parties and delivered pursuant to this Agreement.

1.6 TIME OF ESSENCE

Time shall be of the essence of this Agreement.

1.7 GOVERNING LAW AND ARBITRATION

- (a) This Agreement shall be construed, interpreted and enforced in accordance with, and the respective rights and obligations of the Parties shall be governed by, the laws of the Province of Alberta and the federal laws of Canada applicable therein, and each Party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of such province and all courts competent to hear appeals therefrom.
- (b) In the event of any dispute arising between the Parties concerning this Agreement, its enforceability or the interpretation thereof, the same shall be settled by a single arbitrator appointed pursuant to the provisions of the Arbitration Act of Alberta, of any successor legislation then in force.

1.8 SUCCESSORS AND ASSIGNS

This Agreement shall ensure to the benefit of, and shall be binding on and enforceable by, the Parties and their respective successors and permitted assigns. Except as expressly contemplated herein, no Party may assign any of its rights or obligations hereunder without the prior written consent of all of the other Parties, consent which shall not unreasonably be withheld.

1.9 AMENDMENTS AND WAIVERS

No amendment or waiver of any provision of this Agreement shall be binding on any Party unless consented to in writing by such Party. No waiver of any provision of this Agreement shall constitute a waiver of any other provision, nor shall any waiver constitute a continuing waiver unless otherwise provided.

1.10 SCHEDULES

The following Schedules are attached to and form part of this Agreement:

Schedule "A" - Project Tower and Equipment Invoice

Schedule "B" - MCSNet Internet Packages and contract

Any reference to a Schedule to this Agreement shall be deemed to be a reference to, and shall incorporate by reference, all matters contained in such Schedule unless otherwise expressly stated in such Schedule.

ARTICLE 2 – 5 YEAR RENTAL AGREEMENT

2.1 PROJECT INFRASTRUCTURE

Subject to the provisions of this Agreement, the M.D. shall rent the Project Infrastructure to MCSNet at the rate outlined hereafter for a term of 5 years from the Activation Date. At the end of the 5th year, on the Closing Date, the M.D. hereby sells, assigns and transfers the Project Infrastructure to MCSNet, and MCSNet does hereby purchase the Project Infrastructure from the M.D..

2.2 RENTAL AGREEMENT

The Project Infrastructure shall be rented exclusively to MCSNet for a 5 year term from the Activation Date at an annual rate of 4.8% of the Project Cost. This amount, a total of 24% of the Project Cost shall be invoiced to MCSNet by the M.D. prior to signing and shall be paid by MCSNet, in advance, at the time of signing. It is agreed and understood that MCSNet shall be responsible for all maintenance costs and ongoing costs related to the Project Infrastructure and that the M.D. shall have little or no involvement in the project after the initial design and implementation.

2.3 NO RIGHT OF TERMINATION

MCSNet agrees to rent the Project Infrastructure for the entire term of 5 years and shall under no circumstances be entitled to terminate or cancel the rental or subsequent purchase agreement. MCSNet shall not be entitled to obtain a refund of payments made to the M.D. for rental and/or purchase of the Project Infrastructure. The M.D. agrees to rent the Project Infrastructure for the entire term of 5 years and shall under no circumstances be entitled to terminate or cancel the rental agreement or subsequent purchase agreement.

2.4 RIGHTS AND REQUIREMENTS TO SUBLEASE

MCSNet shall, during the term of this agreement and afterwards, make the Project Towers available for co-location by other parties (including potential competitors). This tower co-location service shall be offered at a reasonable and competitive market price and shall abide by applicable guidelines set out by Industry Canada. MCSNet shall be responsible to coordinate with potential tower tenants to ensure that their equipment meets the wind loading or weight limitations of the tower structure and doesn't create radio frequency interference with existing tower equipment or the Project Infrastructure. Any rent collected from tower tenants shall be

collected by and paid to MCSNet. MCSNet is exclusively responsible for compliance with all applicable rules and regulations.

2.5 LAND LEASES AND UTILITIES

In addition to the monthly rent being charged by the M.D. and as outlined above, MCSNet shall have the sole responsibility to maintain lease agreements with land owners and to compensate land owners for the required land lease and access. MCSNet shall also maintain and compensate the required utilities or recurring electrical costs associated with the tower sites.

2.6 MAINTENANCE

MCSNet shall have the sole responsibility ensure that the Project Infrastructure is maintained for the term of the Lease. MCSNet shall be responsible for any and all expenses associated with said maintenance.

2.7 OBSOLESCENCE

After 5 years from the Activation Date, if certain components of Project Infrastructure (towers or radio equipment) are found to be servicing no subscribers. MCSNet, at its sole discretion may, after consulting with the M.D., decommission or remove the said components of Project Infrastructure that are not serving subscribers. MCSNet may then, at its discretion, utilize said infrastructure elsewhere or remove it from service.

2.8 CHANGES, ADDITIONS OR ALTERATIONS TO PROJECT INFRASTRUCTURE

(a) DURING THE 5 YEAR TERM OF THE AGREEMENT:

(i) MCSNet or its appointees may, at any time, at its sole expense, and without notice to the M.D., make repairs or upgrades to existing equipment as is required to ensure continuance of and/or ameliorate MCSNet's services to clients. Provided that the project infrastructure or similar equipment that is directly replacing the project infrastructure remains in place at the tower sites.

(ii) MCSNet or its appointees may, at its sole expense, with the approval of the M.D., which may not be unreasonably withheld, substitute Project Infrastructure located at the tower sites with alternate equipment provided that the replacement equipment is expected to provide an increased benefit to attached subscribers or potential subscribers in comparison with the original Project Infrastructure. Unless otherwise agreed by both parties, any replacement infrastructure shall become the property of the M.D. and shall be considered as Project Infrastructure in the context of this agreement and any infrastructure removed from the tower in accordance with this paragraph shall become the property of MCSNet. Said substitute Project Infrastructure will be sold to MCSNet at the end of the rental term in the same manner as the Project Infrastructure.

(iii) MCSNet or its appointees may, at its sole expense, with the approval of the M.D., which may not be unreasonably withheld, relocate Project Infrastructure towers in order

to resolve disputes with landowners and/or improve service to subscribers and/or maximize effectiveness of existing infrastructure provided that service to the unserved or underserved areas identified in the project is improved or substantially unchanged as a result of the relocation of towers.

(b) AFTER THE 5 YEAR TERM OF THE AGREEMENT: MCSNet may, without notice to the M.D., add, remove, displace or alter Project Infrastructure at any time provided that service to the subscribers is maintained.

(c) At any time during the term of this agreement, MCSNet or its appointees may, without notice to the M.D., add or remove additional infrastructure to/from the Towers that is not involved with the project or governed by the terms of this agreement provided that said additional infrastructure does not interfere with the project. Said additional infrastructure will remain the property of its respective owners.

2.9 M.D. RIGHT TO INSPECT INFRASTRUCTURE

The M.D. shall have access to inspect the Project Infrastructure during the term of the lease. Any accesses to the Project Infrastructure by the M.D. must be escorted by employees or appointees of MCSNet. The M.D. may request that MCSNet provide escorted access to the Project Infrastructure at any time which is agreeable to both parties and in a commercially reasonable manner. MCSNet must provide this escorted access to the M.D. at no charge upon initial installation and up to once per calendar year during the term of the agreement.

2.10 M.D. USE OF TOWER INFRASTRUCTURE

Should the M.D wish to use the Project Towers to support two-way radio repeaters or its own wireless radios to send signals between its own buildings, MCSNet shall offer this service, subject to the conditions outlined in section 2.4 above, to the M.D without charging rent. MCSNet may, however, charge fees to compensate for labour and electricity consumption.

ARTICLE 3 – PURCHASE AGREEMENT

3.1 PROJECT INFRASTRUCTURE

Subject to the provisions of this Agreement, the M.D. hereby sells, assigns and transfers to MCSNet, and the MCSNet does hereby purchase from the M.D., effective as of 1:00 p.m. (Mountain Standard Time) on the Closing Date the Project Infrastructure.

3.2 CLOSING

The closing date shall be exactly 5 years after the Activation date. The transfer of possession of the Purchased Assets shall be deemed to have taken effect as of 1:00 PM (Mountain Standard Time) on the Closing Date.

3.3 PURCHASE PRICE

After the aforementioned 5 year rental term, the towers shall become the property of MCSNet in consideration of the sum of 1% of the project cost. This sum shall be invoiced to MCSNet by the M.D. prior to signing and shall be paid by MCSNet, in advance, at the time of signing.

3.4 M.D. USE OF TOWER INFRASTRUCTURE AFTER PURCHASE

After the initial 5 year rental term and the purchase of the towers by MCSNet, the M.D. shall be permitted access to the Towers to install radio equipment for its own use or for use by public safety with no recurring charges. Parties agree that this privilege may not be resold by the M.D. and that the M.D. may not install equipment that is used to provide competitive services. Said equipment installations must be approved and overseen by MCSNet but said approval cannot be unreasonably withheld. Both Parties agree that the provision of Internet access remains the primary function of the Project Infrastructure towers and that possible interference with MCSNet services is reason to deny access to Towers. Should said radio equipment result in additional ongoing costs for MCSNet (i.e. increased power consumption), the M.D. shall reimburse MCSNet for any expenses incurred as a result of said radio equipment's presence at the Towers. Parties agree that MCSNet may, at its sole discretion, after the initial 5 year rental period, and upon no less than 180 days notice to the M.D., remove said Tower or Towers. This clause shall survive termination of this agreement.

ARTICLE 4 – TENDER OF FUNDS

4.1 TENDER OF FUNDS

MCSNet shall, at the time of signing, provide the M.D. with certified funds in the amount of **\$55,650.00**, representing 25% of the Project Cost in exchange for 5 years rental of the Project Infrastructure and as closing payment for the purchase of the Project Infrastructure after the 5 year rental term.

4.2 INTEREST AND INFLATION

Parties agree that bank Interest shall not be due or paid to MCSNet on the prepaid rental amounts and that inflation shall not be applied to any rental amounts or the closing cash payment by the M.D..

ARTICLE 5 –LIMITATIONS OF M.D. REPRESENTATIONS AND WARRANTIES

5.1 THE MUNICIPAL AUTHORITY

Notwithstanding anything contained in this Agreement, the Parties hereby covenant and agree that unless otherwise expressly agreed to by the Parties:

(a) the M.D., its administration, its council, and anyone acting on behalf of the any of them have not made and make no representations, warranties, promises or agreements whatsoever relating directly or indirectly to the subject matter of this Agreement, except to the extent specified in this Agreement; and

(b) nothing contained within this Agreement shall be construed as a representation, warranty, covenant, agreement or promise by the council of the M.D. to exercise any statutorily imposed duties or discretions by the council of the M.D. in any particular way or manner, nor a consent or approval by the M.D. in the exercise of such duties or discretions, it being understood and agreed that all applications and procedures contemplated within the *Municipal Government Act* either affecting the Parties or the Business shall be followed and complied with throughout the performance of the actions contemplated within this Agreement.

ARTICLE 6 – M.D. REPRESENTATIONS AND WARRANTIES

6.1 M.D. REPRESENTATIONS AND WARRANTIES

The M.D. represents and warrants to MCSNet as follows, and acknowledges that MCSNet is relying on such representations and warranties in connection with its purchase of the Project Infrastructure and in connection with the Business:

(a) The M.D. has been duly incorporated and organized, and is a validly subsisting municipal corporation under the laws of the Province of Alberta;

(b) The execution and delivery of this Agreement and the consummation of the transactions contemplated hereunder have been duly authorized by the M.D.;

(c) Neither the entering into nor the delivery of this Agreement nor the completion of the transactions contemplated herein by the M.D. will:

(i) violate any material agreement or other instrument to which the M.D. is a party or by which the M.D. is bound;

(ii) violate any applicable judgment, order, injunction, decree or ruling of any court or governmental authority on or before the Effective Date;

(iii) require the transfer of any of the Project Infrastructure to any Person other than MCSNet;

(d) On the Closing Date, MCSNet shall be the owner of the Project Infrastructure with good title thereto, free and clear of all liens, levies, attachments, charges, pledges, mortgages, security interests or encumbrances of any kind whatsoever subject to the Permitted Encumbrances;

(e) There is no suit, action, litigation, arbitration proceeding, or governmental proceeding, including appeals and applications for review, in progress, pending or threatened against or involving the M.D. or any judgment, decree, injunction, rule or order of any court, governmental department, commission, agency, instrumentality or arbitrator, which, in any such case, might adversely affect the ability of the M.D. to enter into this Agreement or to consummate the transactions contemplated hereby and the M.D. is not aware, on the signing date, of any existing ground on which any such action, suit or proceeding may be commenced with any reasonable likelihood of success;

- (f) This Agreement and any other agreements or transfers referred to or contemplated herein, when delivered, constitute valid and binding obligations of the M.D., enforceable in accordance with their terms, subject, however, to limitations with respect to enforcement imposed by law in connection with bankruptcy or similar proceedings and to the extent that equitable remedies such as specific performance and injunctions are in the discretion of the court from which they are sought;
- (g) As of the date of signing, the M.D. is not aware of any contract, option or other right of another Person binding upon or which at any time in the future may become binding upon the M.D., to sell, transfer, assign, pledge, charge, mortgage or in any other way dispose of or encumber any of the Project Infrastructure other than pursuant to the provisions of this Agreement;
- (h) The M.D. will do no act to encumber the Project Infrastructure nor will it after the Closing Date hold itself out as the owner of the Project Infrastructure;
- (i) The M.D. is not a non-resident of Canada for the purposes of the *Income Tax Act* (Canada); and

ARTICLE 7 – MCSNET REPRESENTATIONS AND WARRANTIES

7.1 MCSNET REPRESENTATIONS AND WARRANTIES

MCSNet represents, warrants and covenants as follows, and acknowledges that the M.D. is relying upon such representations, warranties and covenants in connection with this agreement:

- (a) MCSNet, is a corporation duly formed under the laws of Alberta, validly existing and up to date in all required filings under such laws and with the Registrar of Corporations under the laws of the Province of Alberta, with the full power and authority to carry on its business and to enter into and perform all of its obligations under this Agreement;
- (b) MCSNet has all necessary corporate power, authority and capacity to perform its obligations hereunder. The execution and delivery of this Agreement has been duly authorized by all necessary corporate action on the part of MCSNet;
- (c) This Agreement constitutes a valid and binding obligation of MCSNet enforceable against it in accordance with the terms hereof, subject however, to limitations with respect to enforcement imposed by law in connection with bankruptcy or similar proceedings and to the extent that equitable remedies such as specific performance and injunctions are in the discretion of the court from which they are sought;
- (d) Neither the entering into nor the delivery of this Agreement nor the completion of the transactions contemplated herein by MCSNet will:
 - (i) violate any provisions of the constating documents or by-laws of MCSNet, or any material agreement or other instrument to which MCSNet is a party or by which MCSNet is bound; or

(ii) violate any applicable judgment, order, injunction, decree or ruling of any court or governmental authority;

(e) On or before the signing of this agreement, there has not been any material change in the nature, volume or profitability of MCSNet;

(f) There is no suit, action, litigation, arbitration proceeding, or governmental proceeding, including appeals and applications for review, in progress, pending or threatened against or involving MCSNet or any judgment, decree, injunction, rule or order of any court, governmental department, commission, agency, instrumentality or arbitrator, which, in any such case, might adversely affect the ability of MCSNet to enter into this Agreement or to consummate the transactions contemplated hereby and MCSNet is not aware of any existing ground on which any such action, suit or proceeding may be commenced with any reasonable likelihood of success;

(g) This Agreement and any other agreements or transfers referred to or contemplated herein, when delivered, constitute valid and binding obligations of MCSNet, enforceable in accordance with their terms, subject, however, to limitations with respect to enforcement imposed by law in connection with bankruptcy or similar proceedings and to the extent that equitable remedies such as specific performance and injunctions are in the discretion of the court from which they are sought;

7.2 MCSNet's SERVICES

(a) MCSNet understands and acknowledges that the M.D. has entered into this Agreement in order to increase the quality and availability of broadband Internet Services for M.D. residents. Therefore, MCSNet agrees to establish and maintain, within 30 days of the Activation Date, a service which will achieve at minimum, the following:

(i) Provide services substantially similar to those outlined in Schedule "B" hereto. Said package prices will be guaranteed until January 1, 2013. MCSNet may, in addition to the fees charged, pass along any Government fees or taxes that may be imposed. MCSNet warrants that no such additional fee is currently being charged and MCSNet is not currently planning to impose such a fee;

(ii) Subscribers will receive a publicly routable Internet protocol address;

(iii) Greater than 97% of Subscribers will have round trip packet latency consistently less than 50 milliseconds to a major Canadian backbone provider (i.e. Telus, Bell, Shaw, AT&T) provided that said packet latency is within the control of MCSNet's business;

(iv) MCSNet will upgrade its Backhaul Infrastructure as required to ensure adequate capacity exists to support the addition of Subscribers;

(v) MCSNet will provide free technical support to Subscribers and said support will be available twenty-four (24) hours per day seven (7) days per week.

(b) The M.D. may, at its own discretion, hire, at its expense, an independent, impartial individual to verify MCSNet's compliance with section 7.2 (a) above. Should MCSNet's service offering be in non-compliance with section 7.2 (a), the M.D. shall inform MCSNet, in writing, of the results of said test. MCSNet shall be responsible to repair or correct any identified non-compliance at its own expense within one hundred twenty (120) calendar days of said notice. If after one hundred twenty (120) calendar days, MCSNet remains in non-compliance, MCSNet shall pay to the M.D. a penalty of \$200.00 per calendar day beginning on the expiration of the applicable one hundred twenty (120) day period to repair or correct the non-compliance issue until the sooner of A) MCSNet achieves compliance or B) 5 years after the Activation Date.

(c) The Parties agree that all provisions contained in 7.2 (a) and 7.2 (b) will expire 5 years after the Activation Date.

7.3 MCSNet Reporting

MCSNet will collect subscriber statistics for the project towers and, upon request from the M.D., disclose said statistics to the M.D. and/or assist the M.D. in completing government reporting that may be required from time-to-time during the term of the agreement. Parties agree that unless otherwise agreed in writing by the parties, said statistics shall be used exclusively to meet government reporting requirements. MCSNet shall not be required to disclose confidential subscriber contact information as part of this reporting requirement.

ARTICLE 8 – ASSUMPTION OF LIABILITY BY MCSNET

8.1 ASSUMPTION OF LIABILITY BY MCSNET

MCSNet agrees to assume, pay, satisfy, discharge, perform and fulfill, on and from the date of signing, all obligations and liabilities arising out of or relating to its lease or operation of the Project Infrastructure.

ARTICLE 9 – INDEMNIFICATION

9.1 INDEMNIFICATION

The M.D. hereby covenants and agrees with MCSNet and MCSNet hereby covenants and agrees with the M.D. (the Party so covenanting and agreeing to indemnify the other Party being hereinafter in this section referred to as the "**Indemnifying Party**" and the Party so to be indemnified being hereinafter called the "**Indemnified Party**") to indemnify and save harmless the Indemnified Party, effective as and from the signing date, from and against any Claims which may be made or brought against the Indemnified Party and/or which it may suffer or incur as a result of, in respect of, or arising out of any non-fulfillment of any covenant or agreement on the part of the Indemnifying Party under this Agreement or any incorrectness in or breach of any

representation or warranty of the Indemnifying Party contained herein. The foregoing obligation of indemnification in respect of such Claims shall be:

(a) subject to the limitations mentioned in Article 5 above respecting the liabilities and the representations and warranties of the Parties; and

(b) subject to the requirement that the Indemnifying Party shall in respect of any Claim made by any third party, be notified of all material particulars thereof and be afforded a reasonable opportunity at its sole expense to resist, defend, and compromise the same provided that the Indemnifying Party shall not be obliged to do so; and further provided that if the Indemnifying Party does not assume the defence of such Claim the Indemnified Party may defend against such Claim, at its expense, in such manner as it deems appropriate and may take such action as may be reasonably prudent in the circumstances to settle any such Claim.

ARTICLE 10 - MISCELLANEOUS

10.1 NOTICES

(a) Any notice or other communication required or permitted to be given hereunder shall be in writing and shall be delivered in person, transmitted by telecopy or sent by registered mail, charges prepaid, addressed as follows:

1. if to the M.D.:

The M.D. of Wainwright No. 61
717 – 14th Avenue
Wainwright, Alberta
T9W 1B3
Attention: Chief Administrative Officer
Fax No.: (780) 842-2463

2. if to MCSNet:

Lemalu Holdings Ltd. O/A MCSNet
4810-50ave
PO Box 98
St. Paul, Alberta
T0A 3A0
Attention: Leo VanBrabant
Fax No.: (780) 645-5745

with a copy to:

William L. Lawrence Professional Corporation
4915-51 Avenue
PO Box 1238
St. Paul, AB
T0A 3A0
Fax No.: 780-645-4460

(b) Any such notice or other communication shall be deemed to have been given and received on the day on which it was delivered or transmitted (or, if such day is not a Business Day, on the next following Business Day) or, if mailed, on the third Business Day following the date of mailing; provided, however, that if at the time of mailing or within three Business Days thereafter there is or occurs a labour dispute or other event that might reasonably be expected to disrupt the delivery of documents by mail, any notice or other communication hereunder shall be delivered or transmitted by means of telecopier as aforesaid.

(c) Any Party may at any time change its address for service from time to time by giving notice to the other Party in accordance with this section 11.1.

10.2 DISCLOSURE

Prior to any public announcement of the Closing to be agreed upon by the Parties, none of the Parties shall disclose this Agreement or any aspects of the Closing except to its or an Affiliate's board of directors, senior management, legal, accounting, financial or other professional advisors, or any financial institution contacted by it with respect to any financing required in connection with such transaction and counsel to such institution, or as may be required by any Applicable Law or any Governmental Authority having jurisdiction.

10.3 CONFIDENTIALITY

Each of the Parties shall maintain, and shall cause each of its Affiliates and its and their respective employees, officers, directors, shareholders and consultants (collectively, the "**Associated Parties**") to maintain the confidentiality of (a) any information relating to the business or affairs of the other Party or any of the other Party's Affiliates received or otherwise learned during due diligence in connection with the transactions contemplated by this Agreement (the "**Confidential Information**"); and (b) following the Closing Date, any and all information relating to the Business or the Purchased Assets, including for greater certainty, the terms and conditions of this Agreement, provided that:

(a) Confidential Information shall not include information which

(i) becomes generally available to the public other than as a result of a disclosure by the disclosing Party or the disclosing Party's Associated Party, such disclosure not otherwise permitted under this Agreement;

(ii) was available to the receiving Party or receiving Party's Associated Party on a non-confidential basis prior to its disclosure by the disclosing Party;

(iii) becomes available to the receiving Party or receiving Party's Associated Party on a non-confidential basis from a source other than the disclosing Party provided that such source is not, to the receiving Party's or Associated Party's knowledge, bound by a confidentiality agreement with the disclosing Party; or (iv) is independently developed by the receiving Party's Associated Party or the receiving Party, as the case may be, without reference to any Confidential Information; and

(b) a receiving Party may to the extent required by law or to comply with its legal obligations or to pursue its rights or remedies in respect of this Agreement, disclose the disclosing Party's Confidential Information and promptly notify the disclosing Party of the same.

10.4 INDEPENDENCE

Each of the Parties are acting on their own behalf, and are not an agent or representative of the other Party for any purpose, and consequently each Party has no authority, and has had no authority, whether express or implied, to bind or to make any representations on behalf of the other Party relating directly or indirectly to this Agreement.

10.5 ASSIGNABILITY

This agreement may be assigned by MCSNet, with written permission from the Municipality, which may not unreasonably be withheld.

10.6 INSOLVENCY

Should MCSNet become insolvent during the term of this agreement,

- (i) the Municipality shall retain ownership of the project infrastructure as well as the deposit paid by MCSNet towards rental and the purchase of the towers; And
- (ii) the lease agreements signed for the project infrastructure towers shall be assigned to the Municipality; And
- (iii) this agreement shall terminate

THIS PART OF THE DOCUMENT IS INTENTIONALLY LEFT BLANK.

10.5 COUNTERPARTS

This Agreement may be executed in any number of counterparts, by facsimile and by electronic means in portable document format, each of which when so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument and notwithstanding the date of execution shall be deemed to bear the date first written above.

IN WITNESS WHEREOF MCSNet has executed this Agreement with effect as of the ____ day of _____ 2013.

LEMALU HOLDINGS LTD.

Per:

Name:

Title:

IN WITNESS WHEREOF the M.D. has executed this Agreement with effect as of the ____ day of _____ 2013.

The M.D. of Wainwright No. 61

Per:

Name:

Title:



MEMORANDUM

Date: April 8, 2013
To: Council
From: Karrie
RE: Municipal Sustainability Initiative funding

As per notification from Alberta Municipal Affairs on April 2, 2013, the Municipal District of Wainwright No. 61 has been allocated **\$2,630,834** of Municipal Sustainability Initiative (MSI) funding in 2013 which consists of capital project funding of \$2,231,124 and conditional operating funding of \$399,710.

Compared to 2012, this is a \$74,305 decrease in capital funding and a \$2,209 decrease in operating funding for a total decrease of \$76,514.

I provide you with the following possible allocation for 2013:

MSI Capital Funding

<i>Project</i>	<i>Amount</i>
Jarrow Road? Salteau Road? paving	\$2,231,124.00

MSI Operating Funding

<i>Project</i>	<i>Amount</i>
Wainwright recreation area *	\$38,000.00
Irma recreation area	\$38,000.00
Edgerton recreation area	\$38,000.00
Chauvin recreation area	\$38,000.00
Wainwright fire area *	\$38,000.00
Irma fire area *	\$38,000.00
Edgerton fire area *	\$38,000.00
Chauvin fire area *	\$38,000.00
Dust control	\$95,710.00
Total	\$399,710.00

* Funds placed into reserve, rather than paid out by cheque.

Register Today for the Community Action on Energy and Climate Workshop

Albertans working on climate action and energy are invited to an important workshop being held in Edmonton on **March 21**. Community, education and business representatives will join municipal officials from across the province at *Community Action on Energy and Climate – Innovative Partnerships for Innovative Solutions*.

The Municipal Climate Change Action Centre (**MCCAC**), City of Edmonton, Alberta Council for Environmental Education (ACEE), Pembina Institute and C-3 are pleased to announce their partnership in convening this workshop for Albertans working to accelerate action on climate change and energy.

The workshop is designed to find innovative solutions through joint action on climate and energy. During the sessions, participants will share stories and knowledge, discuss barriers and develop action plans.

The workshop will take place from 9:00 a.m. to 3:45 p.m. at Alberta Innovates - Technology Futures (250 Karl Clark Road).

Those working on climate change issues who are interested in education and engagement, policy and planning and technology solutions will find value in attending this workshop. Practitioners in all sectors - including non-profit, government, academic and business are invited. Registration for *Community Action on Energy and Climate* is now open. To register and view the workshop agenda, please click [here](#).

MCCAC will also be offering a complementary workshop with the Federation of Canadian Municipalities (FCM) the next day - on March 22. This second event will promote the Partners for Climate Protection program. For more information see the [FCM Website](#).

If you would like more information on these events or any MCCAC related topic, please email us: contact@mccac.ca or call: 780-989-7429.

Enquiries may be directed to:

Stephanie Williston
Project Analyst
780.955.4096

Kim Heyman
Director of Advocacy & Communications
780.955.4079

AAMDC Convention Mobile App Returns for Spring 2013

The AAMDC is pleased to bring back our mobile application that was first launched at the fall convention. All of the newest convention and trade show information is currently being updated and will be at your fingertips when the Spring 2013 Convention kicks-off on **Monday, March 18.**

Features on the app include:

- Spring 2013 Convention agenda
- Resolutions
- Workshop and special meeting rooms
- Keynote speaker biographies
- Hotel information
- And so much more!

[Visit App Now!](#)



We would like to thank **Stantec** for sponsoring the mobile application and we hope our members will all take advantage of this user-friendly device that has been created especially for you!

To access the app, please enter **app.aamdc.com** in your mobile web browser, when the app appears on your screen, save the mobile website to the home screen of your cell phone or tablet for easy access throughout convention.

We encourage delegates to access the app on their devices prior to the start of convention. If you are having any trouble accessing the mobile website on your device, please visit the AAMDC Advocacy booth at the trade show on Monday. Our staff will be happy to help!

For any questions please do not hesitate to contact Isha Thompson, Communications Coordinator at **isha@aamdc.com** or 780.955.4075

Enquiries may be directed to:

Isha Thompson
Communications Coordinator
780.955.4075

Kim Heyman
Director of Advocacy & Communications
780.955.4079

Growing Forward 2 Agreement Finalized

Earlier this week, the signing of the Canada-Alberta *Growing Forward 2* agreement was announced. ***Growing Forward 2*** (GF2) is a renewed five-year program that is funded jointly through the provincial and federal governments that will help grow the agricultural industry in Alberta and remain competitive with other markets.

GF2 will be available April 1, 2013 and new federal programs include AgriInnovation, AgriCompetitiveness and AgriMarketing. The investment under GF2 includes \$2 billion nationwide for cost-shared programs on a 60:40 basis delivered by provinces and territories, to ensure programs are tailored to meet regional needs. Alberta producers and the agri-food industry will benefit from a \$406 million investment provided through a number of **programs**.

In their 2013 budget, the Government of Alberta also promoted agriculture industry development with \$116 million being committed for research and innovation, marketing and investment attraction and industry and food processing development. The recent GF2 announcements demonstrate the vital role the agriculture industry plays in Alberta and increased funding from the program, in combination with provincial monies, will contribute to healthy growth for the industry.

The AAMDC values the commitment for governments to work together to build the productivity, profitability and competitiveness of Canada's agriculture industry through valuable programs like *Growing Forward 2*.

Enquiries may be directed to:

Tasha Blumenthal
Policy Analyst
780. 955.4094

Kim Heyman
Director of Advocacy & Communications
780.955.4079

AAMDC Resolutions Expiring

Resolutions endorsed at the Spring 2010 Convention are now expiring. The Fall 2012 *Advocacy Report Card* provided the last update on the following resolutions:

- 1-10S Addressing the Funding for Mountain Pine Beetle Control Work to the Province of Alberta
- 2-10S Debt for Seniors' Housing Authorities
- 3-10S *Agricultural Service Board Act* Review Regarding the Impact of *Agrology Profession Act*
- 4-10S Amend Statutes to Permit Interbasin Water Transfers to Rural Communities
- 6-10S Purchase of Crown Lands for Construction of Municipal Infrastructure
- 7-10S Compensation for Loss of Use and the Loss of Income from Riparian Lands
- 8-10S Provincial Funding for Municipal Bridge Structures
- 9-10S Promoting an Alberta Based Land Use Planning Program
- 10-10S Right to Farm Legislation
- 12-10S Provincial Responsibility for Fires on Occupied Public Lands
- 13-10S AAMDC Involvement in Member Legal Matters
- ER1-10S Grasshopper Control Program 2010

Expired resolutions no longer form part of the AAMDC's active advocacy efforts. However, when issues or consultation opportunities arise, all relevant resolutions are considered whether they are expired or active.

Members can bring issues back for active advocacy through the resolution process as outlined in the AAMDC's policy which is available on the AAMDC [website](#).

Enquiries may be directed to:

Tasha Blumenthal
Policy Analyst
780.955.4094

Kim Heyman
Director, Advocacy & Communications
780.955.4079

Seniors Property Tax Deferral – Update and Request for Information

The Government of Alberta would like to thank everyone who participated in the Seniors Property Tax Deferral Program information sessions in Edmonton, Calgary and Grande Prairie. They were very pleased that more than 200 people were able to attend or participate via webinar.

A lot of enthusiasm was heard about the Seniors Property Tax Deferral Program, and the government looks forward to continuing to work closely with municipalities as they prepare for the program's launch.

Many participants agreed that it is important to align the Seniors Property Tax Deferral program where possible with existing property tax processes. To help accomplish this, the government is requesting municipalities to take a few minutes to complete the form linked below and tell them about important dates in your tax processes, deadlines for payment and charges for late payment.

This information will help to ensure the best possible service to program clients in meeting their property tax obligations, while minimizing administrative burdens to municipalities.

Please click on the link, complete the form and click on Submit.

<https://scsshare.gov.ab.ca/share/service/sptd-form>

As we approach the official launch of the Seniors Property Tax Deferral Program, news and updates will continue through the AAMDC and AUMA weekly newsletters.

The government looks forward to continuing to work with municipalities to deliver this innovative new program for senior homeowners in Alberta. If your municipality is interested in or would like additional information on further partnerships with the program please indicate "yes" on the form.

Please feel free to contact the ministry at HEALTH.SPTDAdmin@gov.ab.ca if you have any further questions.

Enquiries may be directed to:

Stephanie Williston, AAMDC
Policy Analyst
780.955.4096

Kim Heyman, AAMDC
Director, Advocacy and Communications
780.955.4079

2013 Federal Budget

On March 21, 2013, the Government of Canada released its 2013-14 budget. The key themes of the new budget are to create jobs and strengthen the economy and keep focus on balancing the budget by 2015-16. The AAMDC is pleased to recognize that the Government of Canada maintained its commitment to invest in municipal infrastructure with a new long-term infrastructure plan.

Key highlights for municipalities include:

- Implementing the Gas Tax Fund on a permanent basis with the addition of a 2% annual indexation. This is the first example of a federal-municipal transfer that is indexed to account for the cost of inflation. The indexation will result in an additional \$9 billion being passed to municipalities over 20 years.
- Gas Tax Fund eligibility will also be expanded to include almost all municipal infrastructure
- 100% rebate of the GST has been made permanent
- The original 7-year Building Canada Fund that was set to expire has been renewed for a new 10 year program
- The P3 Canada Fund will be renewed with \$1.25 billion over five years

More information about the new Building Canada Plan can be found on the Government of Canada's budget [website](#).

The Federation of Canadian Municipalities (FCM) has conducted a complete analysis of budget 2013 which can be found [here](#).

The current infrastructure deficit across Canada has played a significant role in FCM's work over the past two years. FCM has led consultation with municipal associations such as the AAMDC to develop its request for the new long-term infrastructure plan. While the Government of Canada's budget does not meet all of FCM's funding requests, the Government has implemented a long-term funding plan that will help address the current infrastructure issues across Canada.

FCM President, Karen Leibovici commented, "What today's budget does not contain is a definitive roadmap to erasing the infrastructure deficit. However, it does lay the foundation for continued intergovernmental collaboration as economic conditions improve. And all orders of government must be engaged in this process if we are to meet the growing needs and challenges in both urban and rural communities." FCM's full news release can be found [here](#).

Enquiries may be directed to:

Darren Reedy, AAMDC
Policy Analyst
780.955.4085

Kim Heyman, AAMDC
Director, Advocacy and Communications
780.955.4079

Changes to Education Property Tax Assistance for Seniors

As part of the release of the government's 2013 budget, the Education Property Tax Assistance for seniors program will be income-tested starting this tax year, and will be discontinued after this year (2013). However, the Seniors Property Tax Deferral program will be available to senior homeowners this property tax season and can assist with the payment of all items on a property tax invoice.

The Education Property Tax Assistance for Seniors program provides a rebate to assist eligible senior homeowners with the year-to-year increases in the education portion of their property taxes.

To be eligible for the Education Property Tax Assistance for Seniors program, you must:

- Be 65 years of age or older
- Be an Alberta resident
- Own residential property in Alberta
- Have an increase in the education portion of your property taxes
- Meet the income eligibility requirements

Single seniors with an income of \$31,675 or less will be eligible and senior couples with combined incomes of \$63,350 or less will be eligible.

The Seniors Property Tax Deferral program will be available to senior homeowners this property tax season. This voluntary program will allow eligible seniors to defer their residential property taxes through a low-interest home equity loan with the Alberta government. Government will pay the taxes directly to the municipality, and the loan will be due when the senior sells the home, are no longer eligible for the loan or sooner if they choose.

Applications for the Seniors Property Tax Deferral program will be available in mid-April.

For application forms these programs or for additional information, please visit www.health.alberta.ca or call the Alberta Supports Contact Centre toll-free at 1.877.644.9992 (in Edmonton 780.644.9992)

To participate in a brief survey for municipalities on the Seniors Property Tax Deferral Program, please refer to our **March 27 bulletin**.

Enquiries may be directed to:

Stephanie Williston, AAMDC
Policy Analyst
780.955.4096

Kim Heyman, AAMDC
Director, Advocacy and Communications
780.955.4079

MCCAC Launching Webinar Series on Alternative Energy Solutions

Municipalities interested in using alternative and renewable energy technologies in their communities are invited to participate in the **Municipal Climate Change Action Centre's** (MCCAC) upcoming webinar series.

Register for **Alternative Energy Solutions for Alberta Communities** to find out how you can help accelerate alternative energy development in your municipality. The first webinar to kick off the series will begin on April 9th.

April 9 - Geothermal Exchange (12:00 pm – 1:15 pm): What is behind the growing popularity of geothermal exchange? How is this technology being used in Alberta? Yellowhead County and the Town of Barrhead will talk about their experience using geothermal exchange in their municipalities.

Space is limited. Register today by emailing **Laura De Carolis** with your contact information and the number of people who will be joining you from the same computer. Please include the webinar name "Alternative Energy Solutions" in the subject line.

Upcoming webinars in the series will feature exciting topics including district energy and solar energy. Stay tuned for additional details from MCCAC on upcoming webinars.

If you would like more information on this or any MCCAC related topic, please email: contact@mccac.ca or call: 780.310.AUMA, Ext 7429.

Enquiries may be directed to:

Stephanie Williston
Policy Analyst
780.955.4096

Kim Heyman
Director of Advocacy & Communications
780.955.4079

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Member Bulletins

REMINDER – Resolutions for the AAMDC Spring 2013 Convention

The resolutions submitted for consideration at the Spring 2013 Convention are attached for member information. [Learn more...](#)

AAMDC Convention Mobile App Returns for Spring 2013

The AAMDC is pleased to bring back our mobile application that was first launched at the fall convention. [Learn more...](#)

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See you at Convention!

We look forward to seeing AAMDC members and special guests at the **Spring 2013 Convention** that will take place next week. The three-day event will start with the Trade Show on Monday, March 18 and end with closing ceremonies on March 20th. Visit the [AAMDC website](#) to see the final agenda and get any last-minute details.

Due to convention next week, **there will not be an issue of Contact published on March 20.** The next issue will be released the following week.

Announcements

AAMDC Launches New Website

After months of planning, we are pleased to announce that the new and improved AAMDC website is now up and running. We have anticipated the launch of this new site for quite some time. We would like to thank our members for being so patient during the weeks we were forced to take down the website and make repairs. We hope you will agree that this new look was worth the wait! If any of our members should experience any difficulty logging in to www.aamdc.com, please email Isha Thompson, AAMDC Communications and Web Coordinator at isha@aamdc.com.

ERCB Seeking Feedback on Regulatory Approach for Unconventional Development

The Energy Resources Conservation Board (ERCB) is accepting feedback on the regulation of future unconventional resource development. [Regulating Unconventional Oil and Gas in Alberta – a Discussion Paper](#) outlines a new approach to oil and gas regulation that encourages early and meaningful stakeholder engagement, minimizes surface impacts, protects water, and maximizes resource recovery. [Read more...](#)

Call for Nominations: Prime Minister's Volunteer Awards

New Job Postings

County of Grande Prairie

- [Temporary Assessment Summer Student](#)

City of Leduc

- [40 Seasonal Public Services Laborers](#)
- [Marketing Coordinator](#)

The deadline to nominate an individual, group of volunteers, a business, or a not-for-profit organization for a Prime Minister's Volunteer Award is **April 15, 2013**. The goal of the awards is to inspire Canadians from all walks of life to find new ways of making a difference in their communities. [Learn more...](#)

News

- [B.C. offers \\$100,000 to each doctor](#) who takes job in one of 17 rural communities
- Province approves '[contentious](#)' method for cleaning up Alberta oilsands tailings
- Edmonton's plans to annex land '[threatens the economy](#),' warns Leduc County mayor
- Health minister [warns against fearmongering](#)
- Province hints at possible imposed [settlement with teachers](#)
- Cuts to farming '[slap in the face](#)'
- Strathcona County looks to students to [test online voting](#)
- Urban communities want province to [share funding shortfall at seniors lodges](#) Provincial review of housing for pensioners underway
- [Order in Council](#) Approved March 11, 2013
- Alberta Correctional Peace Officers worried [budget cuts will impact public safety](#)
- [Budget impacts](#) on rural Albertans
- Alberta [transitions adults with developmental disabilities](#) into the community

Northern Sunrise County

- [Associate Assessor](#)

Parkland County

- [Equipment Operator II](#)
- [Flagpersons](#)
- [Maintenance Service Worker II](#)
- [Geographic Information Systems Technician](#)
- [Administrative Clerk](#)

Sturgeon County

- [Manager, Engineering Services](#)

Click [here](#) to view all current job postings.

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2510 Sparrow Drive Nisku AB, T9E 8N5 Phone (780) 955.3639 Fax (780) 955.3615 Web www.aamdc.com

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Highlights

Members will need to [login](#) to view.

Minister Meeting Highlights - The Honourable Alison Redford, Premier - March 20, 2013

AAMDC Board members met with Premier Redford to discuss several issues, which included; budget 2013, bridges and water .

[Read the entire summary](#)

FCM Highlights - March 6-9, 2013

FCM board members discussed various topics such as: Budget 2013, municipal finances, environmental issues, and more.

Click [here](#) for details.

Member Bulletins

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New Job Postings

Alberta Municipal Affairs

- [Municipal Advisor](#)

Town of Drumheller

- [Director of Corporate Services](#)

MD of Greenview

- [Chief Administrative Officer](#)

Lac Ste. Anne

- [Assistant Assessor](#)

City of Leduc

- [Public Services Operator](#)

Parkland County

- [Community Peace Officer I](#)
- [Mower Operator](#)
- [Junior Lifeguards](#)

Sturgeon County

- [Senior Advisor](#)

Vulcan County

- [Director of Corporate Services](#)

Wheatland County

- [Records Management Clerk](#)

information sessions in Edmonton, Calgary and Grande Prairie.

[Learn more...](#)

Click [here](#) to view all current job postings.

Spring 2013 Convention Highlights

Review the highlights from the Spring 2013 Convention and Trade Show, along with select presentations on the [Convention Highlights](#) page on the AAMDC website.

Announcements

IAMA Hosts First Meeting in April

Infrastructure Asset Management Alberta (IAMA) group will be holding its first meeting of 2013 on **April 25 in Red Deer**, Alberta. IAMA is a voluntary group of representatives from municipalities, associations, and industry who meet quarterly to share information about the best practices of asset management. The group's vision is to enhance the well-being of Alberta's communities through leadership in asset management. The April 25, 2013 meeting will include a case study presentation by Ameresco. For more details and to RSVP, please email Joel Sanchez at joel.sanchez@lethbridge.ca.

New AgriStability Changes Protect Alberta Farms from Major Losses

With just weeks remaining for Alberta farmers to enroll in **AgriStability for 2013**, many producers are asking how upcoming changes to the program will impact their farms...[Read the full release](#).

Frontier Centre Releases Inaugural Canadian Property Rights Index

The Frontier Centre for Public Policy released the its first Canadian Property Rights Index (CPRI) The aim of the CPRI is to determine how each of the 13 jurisdictions across Canada respond to some of the most significant threats to property rights across Canada today. [Read more...](#)

Municipal Exchange – Source and Sell Surplus

Does your municipality have inventory for sale? Or, are you in need of equipment? [Municipal Exchange](#) may be able to help! This web based platform features multiple sales tools to allow Municipalities to auction off surplus equipment to over ten thousand registered buyers including other municipalities who may be in need of similar assets.

AAPG Annual Conference and AGM

The [Alberta Association of Police Governance \(AAPG\)](#) will hold their annual conference in Edmonton from **May 3-4, 2013**. Conference sessions include: Strategic visioning, succession planning and perspectives on good governance. Register before **March 29** to receive the early-bird rate. [Read more...](#)

Convention in the News

- [Are rural and urban tax bases fair?](#)
- Premier Redford says don't expect money for [downtown Edmonton arena](#)
- Redford acknowledges '[municipalities will feel pain](#)' from budget cuts
- Tories' [summer will be in tents](#), Redford says

News

- [Rumours of dogfighting](#) ring heat up in Central Alberta
- Premier's office urges AHS to [curb bonuses for senior executives](#)
- [Leduc planning bus route](#) to Edmonton International Airport
- [Wastewater leak from oilsands](#) plant enters Athabasca River
- [GreenTRIP fuels transit](#) from Leduc to Airport and Edmonton
- Rapid Response Plan Executed to [Oversee Water Discharge](#)
- Critics slam Redford government's [electricity committee appointments](#)
- Premier Redford congratulates [Senator Scott Tannas](#)
- [Easter "Eggstravaganza"](#) at Rutherford House
- Province extends [condominium consultation](#)

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Highlights

Members must login to view

Minister Meeting Highlights - The Honourable Verlyn Olson - March 20, 2013

AAMDC Board members and staff met with the Minister of Agriculture to discuss several issues, which included; Growing Forward, rat control, manure storage, and more. Click [here](#) for the entire summary.

Minister Meeting Highlights - The Honourable Thomas Lukaszuk - February 20, 2013

The Municipal Government Act, Rural Ambulance Services and the provincial budget were a few of the topics discussed when AAMDC Board members met with the Deputy Premier. Click [here](#) for the entire summary.

Member Bulletins

Changes to Education Property Tax Assistance for Seniors

As part of the release of the government's 2013 budget, the Education Property Tax Assistance for seniors program will be income-tested starting this tax year, and will be discontinued after this year (2013). [Learn more...](#)

MCCAC Launching Webinar Series on Alternative Energy Solutions

Municipalities interested in using alternative and renewable energy technologies in their communities are invited to participate in the Municipal Climate Change Action Centre's (MCCAC) upcoming webinar series. [Learn more...](#)

Announcements

[Municipal Affairs Interpretation Bulletins](#)

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New Job Postings

Camrose County

- [Assistant Assessor](#)

MD of Foothills

- [Utility Operator](#)

Village of Irma

- [Chief Administrative Officer](#)

County of Lethbridge

- [Municipal Services Fleet Maintenance Supervisor](#)

Parkland County

- [Survey Assistant](#)

Saddle Hills County

- [Operations Superintendent](#)

Click [here](#) to view all current job postings.

- **Abandoned Wells**

A thorough bulletin that provides information on identifying, locating, and testing abandoned wells during subdivision and development regulation has been released by Municipal Affairs and is available on their website. [Read more...](#)

- **Local Authorities Election Act Amendment**

Amendments to the Local Authorities Election Act (LAEA) were given Royal Assent on December 10, 2012. As the next municipal election is coming up shortly, Municipal Affairs has prepared this bulletin to provide basic advisory information on the new and revised areas of the LAEA. [Read more...](#)

ARPA Offers High Five and Kids at Hope Workshops

Do you live in the [Calgary](#) or [Lethbridge](#) areas? Take advantage of the HIGH FIVE® Training Opportunities this April and May! HIGH FIVE is Canada's only quality standard for sport and recreation programs in Canada.

Kids at Hope inspires, empowers, and transforms families, youth serving organizations and entire communities to create an environment where all children experience success, No exceptions! [Learn more...](#)

News

- Former Alberta Premier [Don Getty in hospital](#)
- [Province takes over Cremona](#) after council members resign
- Alberta schools [grapple with shortfall](#) after busing subsidy cut
- Alberta increases [mandatory awards for grieving families](#) of accident victims
- Alberta warned about [aging roads](#)
- Albertans invited to [pay tribute to former Premier Ralph Klein](#)
- Premier Redford [remembers Ralph Klein](#)
- Suncor ordered to take corrective [action on wastewater pond](#)
- Minister hails first ratification of [teacher deal](#)

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The Honourable Thomas Lukaszuk, Deputy Premier and Minister of Enterprise and Advanced Education February 20, 2013

MUNICIPAL GOVERNMENT ACT REVIEW

Despite the fact that the AAMDC doesn't feel the MGA is necessarily broken the Directors in attendance shared with the Deputy Premier that with the MGA review beginning, there are many issues that will have impacts on Albertans and the way their municipalities function. Municipal powers, inter-municipal relations and land use planning will all be discussed at length over the next few years.

The AAMDC is aware that taxation and assessment issues will be thoroughly discussed. Two areas of change that have already been raised are to encourage the sharing of industrial assessment bases and potential changes to the exemptions of farmland assessment. Rural municipalities rely on the current taxation and assessment practices for funding to provide and repair rural municipal infrastructure. The AAMDC explained that pooling of non-residential assessment will leave rural Alberta ill prepared to maintain the road infrastructure to critical to maintaining the provincial economy.

Industry relies on Alberta's rural transportation network for the development of agricultural and energy resources. The infrastructure deficit that rural municipalities have is already evidence of municipal budgets that are unable to keep up with industrial development.

The AAMDC stressed to the Deputy Premier that without the non-residential taxation base that rural Alberta relies on to maintain the rural road network, the industrial base of the provincial economy will suffer.

MUNICIPAL SUSTAINABILITY STRATEGY

One the major challenges rural municipalities face is a growing trend of urbanization to large centres. As a result many villages are facing challenges in remaining sustainable and in most cases turn to their rural neighbouring municipalities for support or in some cases choose to dissolve. With the dissolution of a village, rural municipalities and its residents are then faced with bearing the costs of absorbing the village's infrastructure deficits.

In order to address this issue, the Government of Alberta partnered with the AAMDC and other municipal associations in 2010 to develop the Municipal Sustainability Strategy (MSS). The MSS provides a framework for early identification of municipal viability issues. This enables proactive planning and helps to avoid issues of dissolution which commonly results in dissension within a community.

In 2012, Municipal Affairs announced its adoption of the MSS and has begun piloting the viability review process in one village that has requested a dissolution study. In order to complete the implementation of

the MSS, the Government of Alberta will need to amend specific sections of the *Municipal Government Act* (MGA) to modify the process between viability reviews and overall dissolution of a municipality.

The AAMDC encouraged the Deputy Premier to support adoption of these changes to the MGA as soon as possible to ensure the long term sustainability of all municipalities.

RURAL AMBULANCE SERVICES

The province's decision to take over ambulance services in 2010 was one that municipalities had supported for many years and the AAMDC supports the concept that ambulance services are a part of the health care system. However, through the transition, some details were not fully addressed with communities and has resulted in outstanding issues. The AAMDC presented to the Health Quality Council of Alberta in their review of ambulance services to highlight a number of specific concerns. Two of these concerns include:

- *Placement of Additional Radios in Ambulance Units* – Currently, there is a lack of direct communication between fire, municipal services and ambulance operators. The only way that one group can speak to the other is through the dispatchers, which can create confusion and delays. **The AAMDC requested the Deputy Premier to consider allowing ambulance units to communicate directly with municipal first responders.**
- *Continued Concern Regarding the Consolidation of Dispatch Centres* – In 2010, the Minister of Health put the transition of ambulance dispatch on hold and has been consulting with the first responder community. For the AAMDC membership, there were major concerns that further transition could lead to disjointed communication between first responders. **The AAMDC requested of the Deputy Premier an update on the progress and future plans for ambulance dispatch in Alberta.**

The AAMDC looks forward to seeing the recommendations from the Health Quality Council of Alberta regarding ambulance services and the government's reaction to it. The Deputy Premier is encouraged to push for its release to the public.

PROVINCIAL BUDGET PRIORITIES

In two weeks, the Provincial Government will release the 2013-14 budget. It has been clear for a number of weeks that the province is predicting this to be a difficult budget year. While the challenges have been made clear, the AAMDC encourages the government not to reduce municipal funding levels.

MSI is an important program for municipalities and the AAMDC is a strong supporter of the program as a fair, equitable and sustainable source of funding for all types of municipalities. Reductions to MSI would be felt across the province, as municipalities have developed long-term capital plans on the basis of funding levels received in previous years. As well, the province has permitted municipalities to borrow against future years' MSI funding due to the program's long-term sustainable focus. Any reduction could mean that municipalities are no longer able to pay back loans as planned, creating an increase in municipal debt loads. The AAMDC hopes to see maintenance or increase in municipal funding in the upcoming budget.

Aside from the MSI program, it is important to recognize the importance of municipal grants that are delivered through Alberta Transportation. The Local Road Bridge Program is discussed below, but there are numerous targeted grant programs that are vital to municipal operations. These programs target water and wastewater infrastructure, resource roads, community airports, and road network building – all

vital services for Albertans. Funding reductions to these programs limit the service levels that municipalities can provide in our communities.

The Deputy Premier was encouraged to consider the limited revenue sources for municipalities and when cabinet considers grant funding to speak on behalf of municipalities.

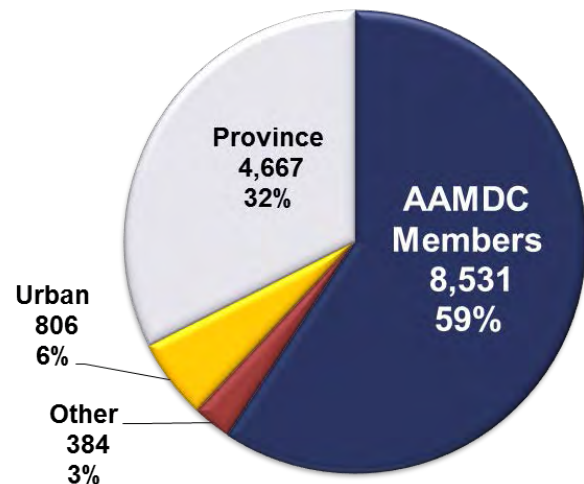
BRIDGES

Rural municipalities are challenged with the high levels of funding needed to aid in the necessary replacements of bridge infrastructure. As indicated, AAMDC members are responsible for over 8,500 bridge structures, representing 59% of all bridges in the province. These bridges help serve as the arteries for the Alberta economy; however, over the years some municipalities have had to restrict or close bridges for safety concerns due to a lack of available funding. This issue will continue to grow as a significant portion of bridges are reaching the end of their life, resulting in a need for a substantial influx of investment.

As a partner in the ownership of all bridges across Alberta, the Government of Alberta has provided the Local Road Bridge Program that delivers funding assistance for the construction, rehabilitation and maintenance of bridge structures on local roads. Over the years, AAMDC members have consistently passed resolutions requesting changes to the program or to the levels of funding provided. In response, Alberta Transportation struck a committee with the AAMDC in 2012 to review the Local Road Bridge Program and to find solutions. The AAMDC is currently in the process of consulting its members on the recommendations of the committee and plans to have a response to the Minister of Transportation later this spring.

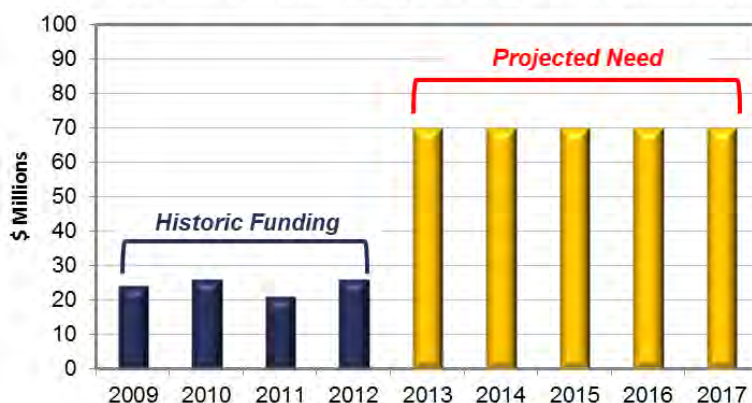
If the committee's recommendations to the Local Road Bridge Program are significant enough to warrant approval from the Operations Committee, the AAMDC would encourage the Deputy Premier to support the recommendations, as they would come with significant AAMDC membership support.

NUMBER OF BRIDGES
(Managed By)



Source: Alberta Ministry of Transportation, 2012

Local Road Bridge Program Funding



In addition to the proposed solutions that have been developed by the committee, AAMDC members have communicated that they still lack sufficient funding to address the current deficit in bridge infrastructure. The AAMDC recognizes and appreciates that the Local Road Bridge Program funding has consistently grown over the past ten years from as low as \$8 million up to its current \$26 million per year. However, Alberta Transportation has

estimated that current local road bridge infrastructure requires an investment of approximately \$70 million per year over the next ten years. Municipalities have indicated that they do not have the resources to meet this funding gap of approximately \$45 million per year. The result will be reduced bridge safety and eventual closure of more bridges.

In recognition of this issue, the board encouraged the Deputy Premier to consider the funding of the Local Road Bridge Program to be a priority for current and future provincial budgets.

WATER

Water is a growing concern for rural municipalities for reasons such as water allocation challenges, access to potable water, the use of the resource for hydraulic fracturing and adequate funding for water and wastewater infrastructure. While it is promising that the provincial Water Conversation has been initiated, the AAMDC will continue to advocate that decisions on these matters will be forthcoming in a timely manner.

These are complex issues that when acted on can have multi-faceted impacts. Regardless, the government must push forward with decisions on these longstanding issues for the long-term health of Alberta's water supply. **The AAMDC encouraged the Deputy Premier to push for action coming out of the Water Conversations currently underway.**

AGGREGATE RESOURCE MANAGEMENT

Aggregate is a non-renewable resource that is needed for the continued development and maintenance of infrastructure at both the provincial and municipal level. Municipalities are increasingly faced with access and regulatory issues and the AAMDC sees value in furthering aggregate management in the province. Understanding processes currently used for the allocation and management of aggregate resources in Alberta are vital to ensure the sustainability and viability of long-term infrastructure plans and the most beneficial use of this non-renewable resource.

The AAMDC requested that the Deputy Premier encourage dialogue between the ministries of Transportation and Environment and Sustainable Resource Development to identify mutually beneficial solutions concerning access of aggregate resources to meet municipal and provincial needs.

ATTENDEES

Bob Barss (President), Al Kemmere (District 2 Director), Soren Odegard (District 5 Director), John Whaley (District 3 Director), Bob Jones (District 1 Director), Gerald Rhodes (Executive Director), Kim Heyman (Director of Advocacy and Communication)

The Honourable Verlyn Olson, Minister of Agriculture and Rural Development

2013-14 PROVINCIAL BUDGET

The Government of Alberta recently released their 2013-14 budget which will have a significant impact for rural municipalities and agricultural producers. Budget 2013 promotes agriculture industry development with \$116 million being committed to further research and innovation, marketing and investment attraction, rural extension and industry development and food processing development. In addition, agricultural service board and agricultural societies funding remain the same as previously budgeted. The AAMDC values the Government's commitment to enhancing and promoting the agricultural industry in Alberta. In addition, the slight increases for lending assistance funding and crop, hail and livestock insurance demonstrates the importance those provide.

When meeting with Minister Olson, the AAMDC expressed understanding that this year's budget process was difficult but that the association was disappointed that Agriculture Income Support, encompassing both AgriInvest and AgriStability, has decreased by 37 per cent bringing total funding for the programs to \$142 million. These programs provide a valuable resource and the AAMDC encouraged the Minister to consider increasing funding to previous levels in future budget years. In addition, the elimination of the Farm Fuel Distribution Allowance created a gap of \$28.5 million in funding for farmers.

Minister Olson noted that this was a difficult budget and explained that cuts had to be made somewhere. He explained that every effort was made to protect agricultural societies and Agricultural Service Boards because of the provincial impact they have as they are leveraged by volunteers and losing funding would significantly affect communities.

GROWING FORWARD PROGRAMS

The Canada-Alberta Growing Forward Initiative's Water Management Program provides incentive and financial assistance for the creation of a long-term water management plan for individual farms. Currently, eligibility focuses on well drilling and excludes tie-ins to rural water distribution systems. However, in areas of the province where groundwater cannot be considered a secure source, there may be instances where the most sustainable water solution is a tie-in to a rural water distribution system and funding is not available.

The AAMDC participated in recent information sessions regarding the current status of the Growing Forward 2 agreement and appreciates the opportunity to understand the framework that is scheduled for implementation this spring. The AAMDC requested that the ministry continues to provide the Association with information as the implementation of the Growing Forward 2 program continues. As well, The Association encouraged the Minister to recommend

that tie-ins to rural water distribution systems be included as eligible projects to meet rural needs. Growing Forward is a valued program for Alberta farmers and the AAMDC is pleased it will be carried forward over a five year term.

Minister Olson expressed that he would be meeting with the Minister of Agriculture and Agri-Food Canada in the coming week to finalize the strategic direction of Growing Forward 2. He noted that the rural water program would be expanded with increased funding.

FUNDING FOR RAW WATER LINES

The AAMDC acknowledged that recent budgets have reflected a significant decrease in Alberta Municipal Water/Wastewater Program (AMWWP) funding. Regional water systems should be funded in rural areas if needed, and funding should account for the escalating costs of water project infrastructure. Funding could support more “rural-friendly” creative alternatives to traditional water distribution systems, including raw water lines. The AAMDC urged the Minister to consider the establishment of an Alberta Farm Water Grant Program for rural potable water and work with the ministries of Environment and Sustainable Resource Development and Transportation to explore funding options for raw water lines.

RECYCLING AGRICULTURE PLASTICS

Agricultural producers strive to be environmental stewards and promote sustainable, healthy environmental practices. Agricultural plastics, such as grain bags, baling twine and silage tarps are recyclable material; however, there are a limited number of facilities that will take these products making it costly to dispose of them in an environmentally safe manner. The AAMDC expressed interest in working with the Government of Alberta towards promoting regionally accessible facilities to address the province-wide demand for the ability to recycle agricultural plastics.

The Minister emphasized that a lack of regional facilities is an issue and explained that his ministry has been working with Alberta Environment and Sustainable Resource to scope the issue of waste management in rural Alberta through a survey process. He noted the challenge associated with high costs of hauling agriculture plastics long distances to take to recycling facilities. The AAMDC and the Minister discussed potential options moving forward such as stock piling materials for regional pick-up or a recycling fee as an incentive to participate in a formal recycling program if facilities were more accessible.

ALBERTA RAT CONTROL PROGRAM

The AAMDC values the support provided to municipalities through the Provincial Rat Control Program to help protect the agriculture industry and maintain Alberta’s rat-free status. With the recent infestation in Medicine Hat, the AAMDC passed resolution 5-12F requesting continued support for the program. The AAMDC thanked the Minister for his support of this program which is continuing to be funded at existing levels.

The AAMDC discussed the need for urban centres to continue to work with rural municipalities to prevent future infestations. The Minister explained that the City of Medicine Hat is developing a protocol for this very reason and anticipates it being a valuable tool in the future. The AAMDC also encouraged Minister Olson to engage in conversation with the province of Saskatchewan to determine if moving the buffer zone further into their province might be beneficial. The

Minister emphasized that he wants Alberta to be proactive regarding rat control as it is more cost effective in the long run.

DISPOSAL OF LARGE ANIMALS AND ADDRESSING REGIONAL DIAGNOSTIC NEEDS

In the past, Alberta had a viable rendering industry that picked up dead livestock, as the physical landscape and climate in the province do not always allow for burial of large animals. While the AAMDC understands that the livestock industry has been faced with economic challenges, being proactive by removing attractants and reducing scavenging would provide a valuable service to agricultural producers. As such, the AAMDC encouraged the Minister to consider reinstating a rendering compensation program in future budgets. Minister Olson reassured the AAMDC that in the event of an emergency, there is a plan and resources in place to handle the disposal of large animals if needed but there is no long term plan to reinstate a rendering compensation program at this time.

In addition, Resolution 9-12S directs the AAMDC to request that the Provincial Regional Veterinarian Diagnostic Laboratory in Fairview be reactivated to provide a regional pathology service to farmers and veterinarian clinics. The AAMDC understands that there are challenges recruiting and retaining large animal veterinarians to rural areas which could provide more regional services. Minister Olson noted the changing demographics for new veterinary graduates; many are from urban areas and they focus their area of specialty on small animals. He expressed interest in working with Minister Lukaszuk regarding recruitment and retention options and stated that utilizing similar strategies as are being done for doctor recruitment could prove beneficial.

FUSARIUM GRAMINEARUM

The AAMDC values the importance of protecting the agricultural industry from potentially damaging infestations of pests, such as *Fusarium graminearum*, that could have significant economic impacts for producers. The *Agricultural Pests Act* is a valued piece of legislation that identifies threats and enables producers, inspectors and local authorities to deal with native and introduced pests and nuisances which affect agricultural production. The AAMDC acknowledged the work of the Alberta Fusarium Graminearum Action Committee and requested the Ministers continued support towards maintaining current approach to handling *Fusarium graminearum*, as identified in the Act, moving forward.

SHORT TERM MANURE STORAGE

The *Agriculture Operation Practices Act* regulates off-site solid manure storage setback distances to residences, water tables and common bodies of water. However, the regulations do not address setbacks from roads or places of public gathering such as active cemeteries, churches and campgrounds. The AAMDC membership recently passed resolution 1-13S requesting the review of short term manure storage as it pertains to setback distances from residences. Minister Olson explained that the ministry is working with the NRCB to address this issue and will inform the AAMDC on developments.

ATTENDEES

Bob Barss (President), Carolyn Kolebaba (Vice President) Al Kemmere (District 2 Director), Tom Burton (District 4 Director), Soren Odegard (District 5 Director), Gerald Rhodes (Executive Director) and Tasha Blumenthal (Policy Analyst)

RELATED RESOLUTIONS

RESOLUTION 1-13S: Short Term Solid Manure Storage

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties bring forward to the Agriculture Operations Practices Act (AOPA) Policy Advisory Group the review of short term solid manure storage as it pertains to setback distances from residences as it does not include places of public gatherings or roadways.

RESOLUTION 3-12F: Recycling Agriculture Plastics

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request the Provincial Government to develop recycle programs for the agriculture industry for the recycling of agricultural plastics.

RESOLUTION 5-12F Alberta Rat Control Program

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties urge the Province of Alberta to continue adequate funding to ensure the effectiveness of the Provincial Rat Control Program.

RESOLUTION 9-12S: Reactivation of the Provincial Regional Veterinarian Diagnostic Laboratory

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request the Government of Alberta, specifically Alberta Agriculture, to reactivate the Provincial Regional Veterinarian Diagnostic Laboratory to provide a much needed timely pathology service to farmers and vet clinics alike; and

FURTHER BE IT RESOLVED that the incinerator for large animals be repaired and reactivated in order to provide safe and orderly disposal of these usually diseased animals.

RESOLUTION 6-11F: Water for Life Program Funding for Rural Water Co-ops

THEREFORE BE IT RESOLVED that the AAMDC urge the Government of Alberta to provide capital grant funding for rural water supply through the Water for Life Program to connect as many rural residents as possible to regional water lines for the provision of safe potable drinking water.

RESOLUTION 13-11S: Return the Use of Rendering Industry for Dead Livestock Removal Through Compensation

THEREFORE BE IT RESOLVED that the AAMDC lobby the federal and provincial government to compensate producers of cow-calf, lamb, elk, deer and all other livestock for dead stock pickup fees.

RESOLUTION 10:10F: Projects Eligible for Funding Under the Water Management Program Area of the Canada-Alberta Growing Forward Initiative

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties encourage the Province of Alberta in Coordination with the Government of Canada to amend the list of eligible projects within the Growing Forward Water Program to include tie-ins to rural water distribution systems.

The Honourable Alison Redford, Premier

THE PROVINCIAL BUDGET AND MUNICIPAL FUNDING

- The AAMDC thanked the premier for maintaining the MSI funding to municipalities in a time of provincial deficit budgets and emphasized the importance of long-term sustainable funding options.
- The diverse and unique needs of rural municipalities were also brought forward to the Premier. Alberta's economic beginnings were rooted in rural areas and that continues today. The related infrastructure, such as upgraders, well-heads, farm equipment and pipelines, has an extraordinary impact on roads and bridges. As such, these industries bring more revenue, but they also drive more costs.
- The AAMDC expressed their disappointed that where municipal infrastructure funding was cut, it created a disproportionate impact on rural Alberta. The most impactful change for the AAMDC membership will be the zero-funded Strategic Transportation Infrastructure Program under Alberta Transportation which was the collection of four grant programs (Local Road Bridge Program, Resource Road Program, Community Airport Program and Local Municipal Initiative). These grant programs were generally subscribed to by rural municipalities and the AAMDC membership is concerned by this downloading of costs onto municipal budgets.
- In addition, the reduction in funding levels for the Water for Life Program by 48 per cent and the Alberta Municipal Water/Wastewater Partnership by 50 per cent will have significant impacts on rural municipal infrastructure projects.
- In order to continue providing roads for industry, bridges connecting neighbours, and crucial municipal water systems each municipality will need to re-prioritize budgets. Providing these service levels means something will have to give – taxes may have to be raised, bridges may have to be closed or other community projects could be deferred.
- **Premier Redford asserted that maintaining infrastructure investments for municipalities is a priority. There is an infrastructure deficit to address, as well as ensuring we have the services needed for continued growth in the province. However, until the provincial revenue shortfall can be addressed all stakeholders will have to do the best they can to balance their respective budgets.**

MUNICIPAL SUSTAINABILITY STRATEGY

- One of the major challenges rural municipalities face is a growing trend of urbanization to large centres. As a result, many villages are facing challenges in remaining

sustainable and in most cases turn to their rural neighbouring municipalities for support or in some cases choose to dissolve. With the dissolution of a village, rural municipalities and its residents are then faced with bearing the costs of absorbing the village's infrastructure deficits.

- In order to address this issue, the Government of Alberta partnered with the AAMDC and other municipal associations in 2010 to develop the Municipal Sustainability Strategy (MSS). The MSS provides a framework for early identification of municipal viability issues. This enables proactive planning and helps to avoid issues of dissolution which commonly results in dissension within a community.
- In 2012, Municipal Affairs announced its adoption of the MSS and has begun piloting the viability review process in one village that has requested a dissolution study. In order to complete the implementation of the MSS, the Government of Alberta will need to amend specific sections of the *Municipal Government Act* (MGA) to modify the process between viability reviews and overall dissolution of a municipality.
- **The AAMDC asked the Premier and Ministers' Griffiths and Weadick to ensure that the appropriate legislation will come to the house in the Spring in order to empower the strategy. The Premier was also asked to make sure the legislation is left as flexible as possible to allow the individual issues of each municipality to be dealt with respectively.**

BRIDGES

- Rural municipalities are challenged with the high levels of funding needed to aid in the necessary replacements of bridge infrastructure. AAMDC members are responsible for over 8,500 bridge structures, representing 59% of all bridges in the province. These bridges help serve as the arteries for the Alberta economy; however, some municipalities have had to restrict or close bridges for safety concerns due to a lack of available funding. This issue will continue to grow as a significant portion of bridges are reaching the end of their life, resulting in a need for a substantial influx of investment.
- The zero-funding of the Local Road Bridge Program in the 2013-14 budget creates a loss of \$26 million in application-based grants that have been critical for rural bridge infrastructure projects.
- The Local Road Bridge Program delivered funding assistance for the construction, rehabilitation and maintenance of bridge structures on local roads. AAMDC members have consistently passed resolutions requesting increased funding for the program or changes to the program guidelines. In response, Alberta Transportation struck a committee with the AAMDC in 2012 to review the Local Road Bridge Program and to find solutions.
- The AAMDC consulted its members on the recommendations of the committee with the intent of providing a response to the Minister of Transportation.
- In this consultation, AAMDC members communicated that they still lack sufficient funding to address the current deficit in bridge infrastructure. Alberta Transportation has

estimated that current local road bridge infrastructure requires an investment of approximately \$70 million per year over the next ten years. Prior to the release of the 2013 budget, municipalities had indicated that they did not have the resources to meet this funding gap of approximately \$45 million per year. Now that municipalities will be entirely responsible for this need of \$70 million per year, the expected outcome will be a further reduction in bridge safety and eventual closure of more bridges.

- The AAMDC noted that they appreciated that the line item was still there, even though it had been zero-funded; leaving the door open for future funding.
- **In recognition of these issues and the recent budget announcement, the AAMDC urged the Premier to consider renewed funding for the Local Road Bridge Program in future provincial budgets. Premier stated that in her discussions with AAMDC members during convention she has come to appreciate what a grave loss to rural Alberta this lack of funding represents.**

MUNICIPAL GOVERNMENT ACT REVIEW

- During the review of the *Municipal Government Act* (MGA), there will be many issues discussed that will have impacts on Albertans and the way municipalities function. Municipal powers, inter-municipal relations and land use planning will all be discussed at length over the next few years.
- The AAMDC knows taxation and assessment issues will have thorough conversations. Two areas of change that have already been raised are to encourage the sharing of industrial assessment bases and potential changes to the exemptions of farmland assessment. Rural municipalities rely on the current taxation and assessment practices for funding to provide and repair rural municipal infrastructure.
- Without industrial assessment bases, rural infrastructure deficits would be significantly increased. This is a result of the fact that rural infrastructure needs are not reflective of population trends. Industry relies on Alberta's rural transportation network for the development of agricultural and energy resources. The infrastructure deficit that rural municipalities have is already evidence of municipal budgets that are unable to keep up with industrial development.
- **It was stressed to the Premier and Ministers' Griffith and Weadick that changes to farmland exemptions and pooling of linear assessment would have a significant impact on rural municipal finances and the AAMDC does not support this notion. For rural municipalities, the majority of municipal funding is spent on providing infrastructure, not services and the Premier was encouraged to continue to consider the unique needs of rural Alberta as this conversation continues.**

RURAL AMBULANCE SERVICES

- The government recently released the Health Quality Council of Alberta's (HQCA) review of emergency medical services (EMS) which identified that the Government accepted four of the five proposed recommendations. The Province's decision to take

over ambulance services in 2010 was one that municipalities had supported for many years and the AAMDC supports the concept that ambulance services are a part of the health care system. However, through the transition, some details were not fully addressed with communities and have resulted in outstanding issues. The AAMDC presented to the HQCA in their review of ambulance services to highlight a number of specific concerns that were addressed to different degrees in the report.

- The concerns brought forward by the AAMDC include service levels in rural areas, lack of ambulances in communities due to patient transfers, removal of ambulance stations from smaller communities and the lack of coordination between local fire departments and EMS.
- The AAMDC noted the announcement that Associate Minister Greg Weadick will be leading a review to make recommendations on 911 call centers and to address concerns regarding the use of local fire departments as medical first response. The AAMDC expressed their willingness to working with the Minister going forward to address these issues
- **Minister Griffiths stated that training and integrated dispatch are necessary to before a resolution to these issues can be found.**

WATER

- Water is a growing concern for rural municipalities for reasons such as water allocation challenges, access to potable water, the use of the resource for hydraulic fracturing and adequate funding for water and wastewater infrastructure. While it is promising that the provincial Water Conversation has been initiated, the AAMDC will continue to advocate for actions on the items discussed to move forward in a timely manner.
- These are complex issues that when acted on can have multi-faceted impacts. Regardless, the government must push forward with decisions on these longstanding issues for the long-term health of Alberta's water supply.
- **The AAMDC encouraged the Premier to push for action coming out of the Water Conversations currently underway, but to consider the viability of some of the concepts currently being discussed in some of these consultations.**

AGGREGATE RESOURCE MANAGEMENT

- Aggregate is a non-renewable resource that is needed for the continued development and maintenance of infrastructure at both the provincial and municipal level. Municipalities are increasingly faced with access and regulatory issues and the AAMDC sees value in furthering aggregate management in the province. Understanding processes currently used for the allocation and management of aggregate resources in Alberta are vital to ensure the sustainability and viability of long-term infrastructure plans and the most beneficial use of this non-renewable resource.
- The AAMDC shared with the Premier and the Ministers that we will be commencing a study to better understand the current aggregate resource management system and will require cross-ministry involvement to capture a full picture of policy, legislation and existing process.
- **The AAMDC requests that the Premier encourage the ministries of Transportation and Environment and Sustainable Resource Development to work with AAMDC during this project.**

ATTENDEES

The Honourable Doug Griffiths, The Honourable Greg Weadick, Bob Barss (President), Carolyn Kolebaba (Vice President), Bob Jones (Director), John Whaley (Director), Al Kemmere (Director), Tom Burton (Director), Kim Heyman (Director of Advocacy and Communications)

OVERVIEW

The Federation of Canadian Municipalities (FCM) Board of Directors meetings took place in Prince George, BC, from March 6–9, 2013.

Board members participated in Regional Caucus meetings, Standing Committee and Forum meetings, a Committee of the Whole meeting and the general Board meeting. Discussions covered a range of issues that affect FCM's member municipalities, from infrastructure and international development, to the environment and women in local government. Housing and policing were seen as important issues to be discussed in the coming months. The Board debated and considered 15 resolutions on a variety of important matters for FCM member municipalities. Of these, 11 were approved and adopted as policy.

(See the full analysis on Budget 2013 in this Member Bulletin)

The Board meeting was highlighted by discussions on the upcoming federal budget and what programs might be introduced to support municipal infrastructure investments over the long term. Board members have been provided with a series of key messages to draw on when discussing the budget with colleagues and local media.

Key messages on Budget 2013

1. FCM has one priority for the upcoming federal budget: to continue moving Canada's communities and economy forward.
2. The federal government must use this budget to break new ground in its partnership with local governments, and build on the investments we've made together in Canada's aging roads, bridges, water systems and public transit.
 - The budget must protect and extend core infrastructure investments, including the nine billion dollars in funding that expires next year when the seven-year Building Canada Plan comes to an end.
 - The budget must give municipalities a clear idea of what they can expect to receive in the future by providing them secure, predictable funding so they can budget more effectively for the long term while taking care of the roads, buses and water systems Canadians are relying on today.
 - The budget must give future governments the flexibility to build on today's investments as the country's financial situation improves. We have heard the minister of finance say how determined he is to eliminate the deficit in the next two years. As municipal leaders, we understand the challenge of balancing your books when times are tough. However, we also know that the longer it takes to solve our infrastructure challenges, the more it will cost taxpayers and our economy in the end.

3. FCM has worked closely with the federal government for more than a year to make sure this budget protects the local foundations of our national economy. After the budget is released, we look forward to continuing to work with the government, and all parties in the House of Commons, to put its investments to work on behalf of all Canadians.

SUMMARY OF DISCUSSIONS

Community Safety and Crime Prevention

The Chair welcomed new and returning Committee members.

The Committee discussed and made recommendations on five resolutions including resolutions on 9-1-1 pocket calls, Investments in Crime Prevention and the release of high-risk offenders.

Mr. Allen Benson, President of the National Associations Active in Criminal Justice made a presentation to the committee about a number of initiatives and programs supporting the successful reintegration of offenders back into our communities and the important role NGOs can play in making sure local governments have a full understanding of what is happening with ex-offenders in their communities.

The Chair led a discussion on FCM's participation in Public Safety Canada's Economics of Policing Summit held in Ottawa in January. Members who were at the Summit agreed that while the presentations at the summit were interesting, the federal government left out key issues in the debate about the economics of policing. Specifically, the summit, and federal commitments coming out of the summit, did not address how we fund police services, who is paying for policing and the changing roles and responsibilities of all orders of government in delivering police services in Canada.

Past President Berry Vrbanovic reported on his presentation on the economics of policing to the Parliamentary Standing Committee on Public Safety. The Committee reaffirmed the need for FCM to continue to push the federal government to work with municipalities to address the growing costs of policing.

Committee Vice-Chair Bob Long provided an update on the Joint Committee on Community Corrections and noted the excellent presentation from Prince George volunteer, Ursula Morris and the work she does to support ex-offenders.

Committee member Dorothy Hector tabled the City of Kingston's Police Business Plan developed in consultation with community stakeholders and business leaders.

Municipal Finance and Intergovernmental Arrangements

Committee Vice-Chair Roger Anderson welcomed returning committee members to Prince George and introduced the Vice-Chair Robert Coulombe.

The Committee approved the agenda and the Action Items Status Report. As per committee direction in November 2012, staff pointed members to Annex A: a copy of the most recent federal government analysis on public-private partnerships.

The Chair then welcomed the Honourable Ed Fast, Minister for International Trade and the

Asia-Pacific Gateway, to the committee meeting. President Leibovici provided welcoming comments to the Minister and reiterated FCM's appreciation for the commitment the Government of Canada made last year to respect FCM's seven principles on international trade. Minister Fast updated the committee on the status of the negotiations between Canada and the E.U. on the Comprehensive Economic and Trade Agreement (CETA). Minister Fast reiterated that while the trade deal is still in the final stages of negotiations, he is confident that the final text of the agreement will adhere to FCM's position on trade. For example, the thresholds for municipal procurement would be high enough to exempt most of the day to day operations at the local level. Furthermore communities would still be able to use grants, loans and other fiscal incentives as well as set rigorous local criteria for procurement contracts.

Committee members then asked a number of questions to Minister Fast. Notably, Minister Fast commented that the recent launch of U.S. – E.U. trade talks both represented challenges and opportunities for Canadian negotiations – namely that closing the deal with the E.U. would offer a “first time mover” advantage to Canadian businesses over their U.S. counterparts. The Minister also recognized that continued pressure in the U.S. over Buy American provisions represent an ongoing challenge to cross-border trade and industry chains. President Leibovici thanked Minister Fast for taking the time to again meet with the committee and thanked the Minister for his continued interest in building stronger, more strategic relations between FCM and the Government of Canada. Staff will provide an email update to members on the key issues discussed during the call.

Staff provided an update on the strategic issues and opportunities that Budget 2013 will provide the sector in the weeks, months and years ahead. Much focus was given to designing better financial arrangements between all orders of government, including a more capacity-focused approach to P3 investment. Furthermore, following the budget, there will be an opportunity for FCM to highlight the need for refreshing and refocusing the narrative around municipal fiscal balance. The committee directed staff to update the current research to date on municipal P3s.

Following this update, staff updated the committee on the current shape of the 2013 State of the Cities and Communities Report. The focus of this year's report will be to tell the municipal story around LTIP, and how our success as an organization has grown and evolved over the past number of years. At its heart, this report will trace the municipal sector's journey from “junior order of government” to key partner in designing the future of our communities.

Staff then provided a brief update on possible next steps on the committee's work to encourage greater collaboration and coordination between all levels of government in promoting trade and attracting investments into our communities. Near term action items were identified and the committee provided direction to staff to develop terms of reference for a renewed FCM-DFAIT joint working group alongside the Department.

The committee approved the proposed 2013 Policy Forum Agenda and Policy Statement. Finally, Vice-Chair Anderson thanked those members of the committee who would not be continuing on following the Annual Conference for their dedication and valuable contributions to making our communities. The committee also thanked President Karen Leibovici and Past-President Berry Vrbancovic for their work over the past two years and their leadership.

Environmental Issues and Sustainable Development

The Committee Vice-chair began the meeting by welcoming members to the meeting and inviting new members to introduce themselves. The committee adopted the agenda and approved last meeting's report.

Soon after, the meeting moved to a presentation about GMF 2.0. The presentation, delivered by Alex Long from FCM's National Programs, provided an overview of the plans for GMF as the program goes through a redesign phase. In the subsequent discussion, members raised questions such as the need to provide more outreach to make GMF available to small rural communities, and the possibility of partnering with educational institutions to increase the capacity building components of the fund. After this discussion, the Chair announced that former policy advisor, Shannon Joseph, has moved to a new position as Manager, Research and Development with GMF. A motion was passed to thank Shannon for her contribution to the Committee.

The meeting continued with updates on a number of reports: Canada and climate change 2012-2013, the National Zero Waste Council, the changes in environmental legislation, Bill S-8, and the progress report on policy and advocacy priorities. Members had questions regarding the possibility to expand FCM's work on climate change, including updating the climate change report that FCM produced three years ago. They also had questions about the environmental regulatory changes, particularly the Navigable Waters Protection Act, and whether the amendments covered the issue of municipal infrastructure being deteriorated by heavy boat traffic.

Following these discussions, staff provided an overview of the research conducted by Natural Resources Canada, which looks at the possibility of incorporating energy consumption as a criterion in the municipal development process. Members were asked to fill out a survey and return it by March 31. As agreed in the meeting, the electronic copy of the survey will be e-mailed to the members.

For the next item, staff provided a summary of the Proposed Policy Forum Agenda for the upcoming AGM in Vancouver. Members suggested that the AGM participants need be reminded to review the Policy Statement prior to the meeting so that they are prepared to engage in more insightful discussions. FCM will be sending that reminder.

Towards the end of the meeting, there was a presentation about mountain pine beetle by Dan Adamson, the Community Forest Manager for the city of Prince George. Members had comments about the local work that is being done to prevent forest fires and the general environmental, economic and social impacts that forest fires and the pine beetle are having in BC and parts of Alberta.

The meeting ended with a request by one of the Committee members, Scott Pierce, regarding a possible federal funding initiative for septic tank upgrades in private homes. A private members motion calling to introduce this type of funding program will soon be discussed in the House of Commons. Councillor Pearce invited Committee members to contact their MPs to express support for the motion. FCM staff will provide a letter template for members to use if they wish to contact their MPs

Increasing Women's Participation in Municipal Government

Committee Chair Erin Hogan welcomed everyone to Prince George and invited committee members and observers to introduce themselves. She highlighted International Women's Day this week as a good opportunity to take stock and recognize the great work our Committee and the contribution FCM is making both in Canada and internationally.

The committee then approved the agenda, the report from the Board of Directors' meeting in Ottawa, and its action item, which was to disseminate results of a brainstorming session on long-term funding to the committee.

The Committee received reports on recent international gender activities. FCM President Karen Leibovici presented on her experience at the United Cities and Local Government's Global Conference of Local Elected Women in Paris in January. At the conference, she summarized some of the work FCM has done on gender and local economic development in FCM's international programs and the Getting to 30% and Protégé programs. Mayor Debra Button then provided an update on activities in Ukraine. She highlighted the inclusion on women on the board of the Association of Ukraine Cities and the emphasis placed in the Ukraine program on including gender equality issues and perspectives in program tools and initiatives.

Councillor Pam McConnell, chair of the sub-committee on long-term funding, provided a verbal report on the recent meeting of the sub-committee. The sub-committee reviewed and provided comment on a concept paper that will be the basis for a discussion between FCM President Karen Leibovici and Rona Ambrose, Minister for Status of Women Canada. The concept note provides a framework for a longer-term program partnership between FCM and the federal government that would build on the past 10 years of women's programming to create a comprehensive program that would support the full "life cycle" of girls, young women and women in municipal politics. Committee members provided input on additional elements that should be included in new programming, to be included in the next draft of the concept note.

Alex Long, Senior Manager, National Programs, provided an update on the program proposal for funding submitted to Status of Women in August 2012. FCM staff will circulate a short note to the committee on the program scope in the coming weeks. Jennifer Mowbray, former Program Manager of Getting to 30%, will return on a short-term contract to implement the final campaign school in Ottawa and the Committee's activities during FCM's annual conference.

Vice-Chair, Deputy Mayor Shannie Duff provided the Committee with an update on the scholarships. She announced the decision of the Canadian Labour Congress to continue its support to sponsor the breakfast for the coming years. The Committee then held a discussion on the scholarships deadline and process. The scholarship sub-committee asked for volunteers, especially from Manitoba, Saskatchewan and Ontario, to review the applications next month.

The Chair, Deputy Mayor Erin Hogan, facilitated a discussion on the Committee's activities during the annual conference. A policy forum and the fundraising breakfast, where the Ann MacLean Award will be presented, will be organized during the conference. The Committee then held a brainstorming session asking for ideas for celebrating the past 10 years of programming, and on developing a vision for the next 10 years. The Committee approved the proposed policy forum agenda and the policy statement, as amended.

Rural Forum

Chair David Marit welcomed new and returning committee members to the Rural Forum, and Forum members and staff introduced themselves.

After approval of the minutes and the Action Item Status Report, staff provided a Progress Report on the 2012-2013 Policy and Advocacy Priorities. Councillor Olsvik requested that staff continue to focus resources on rural broadband and conduct a fulsome analysis of the final conditions for the 700 MHz spectrum auction. Chair Marit recognized Councillor Olsvik for his leadership on rural telecommunications issues.

Staff then provided update reports on the rural infrastructure advocacy and outreach campaign, and the rural research project. The Forum supported the staff proposal to structure the research project in two phases. The first phase will provide an overview of the state of rural communities, examining economic and demographic trends, while also presenting methodologies for defining rural communities and an overview of current and past federal programs for rural communities. The second phase will consist of theme reports on the topics of rural broadband, rural Canada's participation in the global economy, and supporting vibrant rural communities. Forum members agreed with the staff proposal to engage partners in delivering the rural research project.

An update on food policy was then provided. Staff will continue to monitor the work of the Conference Board of Canada's Centre for Food in Canada.

The Chair then welcomed Jeremy Cotton, General Manager for Government Relations at Canada Post, to the Forum. Mr. Cotton provided a presentation on Canada Post's commitment to Rural Canada and answered questions from Forum members on a variety of issues, including snow removal and the rural mail safety review.

The Forum discussed and approved the proposed Policy Forum Agenda and Policy Statement for the 2013 annual conference.

Mayor Pearce then provided an update on the issue of septic systems and a related motion currently before the House of Commons. Staff will provide committee members with a template letter for Rural Forum members to send to their Members of Parliament on this issue.

Staff then advised the committee of FCM's submission to a CRTC consultation on 9-1-1 service, and specifically, FCM's request that the government consider the specific needs of northern, remote and rural communities. Staff also advised members of a motion currently before the House of Commons introduced by NDP MP John Rafferty calling for long-term predictable funding for rural communities.

Further to requests at the November 2012 board meeting, staff then provided updates on changes to the Environmental Assessment Act and the Species at Risk Act, and on the National Airports Policy and Airports Capital Assistance Program. Forum members recommended that staff compile research to support the case for strategic federal investments in small and regional airports.

Finally, the Forum discussed a resolution from the Saskatchewan Association of Rural Municipalities concerning the Disaster Financial Assistance Arrangements, which will be considered at the September 2013 board meeting.

International Relations

Committee Chair Lise Burcher welcomed everyone to Prince George and invited committee members and observers to introduce themselves. The Committee then approved the agenda, as amended, and the minutes from the November 2012 Board of Directors' meeting in Ottawa.

The Committee received updates from FCM's International Program Governance Representatives. FCM's international programs continue to improve program coordination overseas with other donor countries. Due to the conflict in Mali, all missions to Burkina Faso and Mali have been postponed until at least April.

The Haiti-Municipal Cooperation Program received an extension from the Canadian International Development Agency and will now come to a close in June 2013. In the coming weeks, FCM, City of Montreal and Union des municipalités du Quebec will submit a revised proposal based on CIDA's comments. Alderman Brian Pincott, Governance Representative for the program asked the committee to support a call to the Minister of International Cooperation to give positive consideration to a second phase of the program.

The committee members were presented with an update on how local governments can effectively engage with the extractive sector by Vice-Chair, Cllr Garth Frizzell. The committee had a good discussion on a session related to the topic during the annual conference. The session will present positive examples of relationships between municipalities and the natural resource sector in Canada. Committee members asked staff to develop a communication strategy to promote the conference session. The task group will meet prior to the conference to provide feedback on the development of the session.

Cllr Dorothy Hector, Chair of the Natural Disasters Task Group, presented an update on the revised framework on responding to natural disasters, including the analysis done by staff on options for involvement in this sector and to consult key actors involved in disaster management.

The committee received a report on program development. FCM Past President Cllr Berry Vrbanovic presented a revised concept note on a renewed partnership with the Government of Canada, which has been presented to CIDA staff. FCM staff is also working on initiatives in northern Mali in response to the on-going conflict, South-east Asia and a renewal of the Ukraine-Municipal Local Economic Development (MLED).

The committee adopted the proposed policy forum agenda and proposed policy statement, as amended. In an effort to align international programming with FCM's Strategic Plan, Sebastien Hamel, Director of FCM International, suggested the development of a framework to guide FCM's international programs in the next 5 years. Committee members were asked to participate on a task group to lead the development of a framework and process and report back at the November meeting.

In December 2012, FCM and partners of the Municipal Partners for Economic Development (MPED) program attended the United Cities and Local Governments (UCLG) World Council and concurrent Africities Summit hosted by the African section of UCLG. FCM Past President, Cllr Berry Vrbanovic, provided members with an overview of the mission, including the adoption of the policy paper on development cooperation and local government. Committee members will be involved in the implementation of the policy paper and monitoring of an

advocacy strategy in the coming year. FCM President, Cllr Karen Leibovici, provided an update on her recent mission to Paris to attend UCLG's Global Conference on Local Elected Women where she presented FCM's international programs and campaign tools developed through the Getting to 30% and Protégé programs.

Cllr Tim Stevenson raised a concern regarding a funding decision by CIDA related to human rights. The committee members asked staff to review the issue of diversity within its program proposals and policy statement and report back to the committee at the September meeting. The analysis will coincide with the review of FCM International's policy statement and framework.

Social-Economic Development

The Chair welcomed the Committee to Prince George and wished all Committee members a happy International Women's Day.

The Committee discussed and approved with amendments, a resolution supporting national data collection of transient workers. The Committee also approved the proposed Policy Statement.

The Chair led a discussion about FCM's housing policy in order to bring some consensus around and provide direction to FCM's upcoming advocacy focus on housing. Members agreed that long-term, national strategies, matched by funding by all orders of government, remain at the core of meeting Canada's affordable housing needs.

The Committee recognized that moving forward, it is important to frame the housing debate in terms of sustainable solutions and the improved economic and social outcomes of meeting housing needs across the housing spectrum. It was also recognized that housing is not just the concern of larger cities but also for smaller, rural and northern communities. The Committee agreed that a better understanding of the challenges and opportunities for cities and communities lie in having the data and facts about the costs of both action and inaction.

Alex Long with National Programs provided the Committee with an update on the Municipal and First Nations Community Infrastructure Partnership Program and FCM's newest related program, the Community Economic Development Initiative. City of Vancouver Councillor Heather Deal took the opportunity to inform the Committee of Vancouver's proclamation of the Year of Reconciliation" with indigenous peoples.

The Chair provided an update on the Urban Aboriginal Strategy Working Group. The Working Group is focused on bringing together best practices in working with and supporting aboriginal Canadians living in urban centres with the view to future policy or programs. The Working Group is inviting all interested committee members to meet again at the Conference in May to discuss next steps.

The Committee heard and discussed Red Deer Councillor Paul Harris's presentation on equity and inequality in setting policy. Councillor Harris highlighting the relation between income levels and social outcomes and invited members to consider framing our policy issues in terms of solutions and opportunities instead of problems.

FCM Policy Operations Manager, Shannon Watt, provided an update of FCM's work to monitor emerging food policy issues. The Conference Board of Canada is undertaking a three year consultation on a food strategy for Canada. FCM has been successful in pushing the Conference Board to broaden the scope of its study and to be more inclusive of a broader range of stakeholder groups. The strategy is expected to be released this fall.

Updates are available on the Board's website at <http://www.conferenceboard.ca/cfic/foodstrategy.aspx>.

Vice-Chair Réjean Laforest led a discussion about recent changes to Employment Insurance regulations concerning seasonal workers and the impact on municipalities. Members agreed there are growing concerns around the issue that staff should investigate further. The Committee has referred the issue to executive for their consideration.

Municipal Infrastructure and Transportation Policy

Committee Chair Doug Reycraft opened the meeting and introduced the Vice-Chair Councillor Brian Pincott.

Members approved the agenda and the report from the November 2012 Committee meeting.

The Committee considered five resolutions, including one emergency resolution from the Atlantic Mayor's Caucus on rail service frequency. The report on the Committee's decisions will take place during the report from the 2nd Vice President's report.

Staff provided an update on the strategies that will be employed following the announcement of Budget 2013, making specific reference for the need for collaboration between FCM and the Presidents of the Provincial/Territorial Municipal Associations on program design. Ensuring that the new federal programs are tailored to meet local and regional needs is paramount to the success of LTIP for members.

Staff then provided an update on the recent launch of the FCM-Canadian Wireless Telecommunications Association (CWTA) joint antenna tower siting protocol. The launch was a tremendous success and demonstrated FCM's leadership in collaborating directly with carriers to improve the local process of tower siting and address the most systemic challenges with locating these types of structures.

Staff provided an update on the future plans to continue development of the Canadian Infrastructure Report Card. The next volume of the report card will include chapters on public transit, municipal buildings as well as a more fulsome examination of the state of municipal asset management in Canada.

The Committee then heard an update on the new FCM-Railway Association of Canada (RAC) proximity guidelines report. Members were satisfied with the findings of the report and approved its continuation to launch.

Staff then provided an update on the City of Gatineau's application to the Rights-of-Way Legal Defense Fund and the legal challenge to its rights-of-way bylaw. Given the national significance of this case, the Committee approved the recommendation for FCM to request intervener status at the Quebec Superior Court.

The Committee approved the 2012-13 Policy and Advocacy Priorities update report as well as the 2013 FCM Proposed Policy Forum Agenda and Policy Statement.

Finally, the Committee endorsed an emergency recommendation to communicate to CN and VIA Rail the need to maintain and improve rail service frequency across New Brunswick, Atlantic Canada, and across all regions of the country.

The Northern and Remote Forum

The meeting began with a welcome by Acting Chair Elaine Wyatt, after which Forum members and staff introduced themselves.

One change was made to the agenda, concerning FCM's support to the Nunavut Association of Municipalities. Staff provided the Forum with an overview of FCM's past and current administrative and capacity building support to NAM. In order to communicate the benefits of active participation in FCM, and the Forum's support for NAM going forward, the Forum agreed to send a letter to members of NAM's Board of Directors, including an invitation to the 2013 Annual Conference in Vancouver.

Following approval of the Action Item Status Report, staff provided an overview of the decision reports on northern housing and northern telecommunications.

The Forum identified the need for the housing report to reflect concerns around land development and the lack of apprenticeship opportunities for journeypersons, and directed staff to ensure the concerns raised are reflected in the final housing report. Members then approved the northern housing recommendations.

Staff then provided an overview of recent developments in northern telecommunications, and reviewed the proposed recommendations related to support of connectivity in the North as a means of fostering development including though increased access to telephone service. The Forum discussed the importance of placing connectivity at the centre of FCM's advocacy on this file, and ensuring that telecommunications services meet the requirements of public safety providers. The Forum approved the northern telecommunications recommendations.

The Forum then approved the Progress Report on 2012-13 Policy and Advocacy Priorities, and discussed the Proposed Policy Forum Agenda and Proposed Policy Statement for the 2013 annual conference. Members made a minor amendment to the policy statement to reflect the challenges of shortened construction seasons and reduced life of northern infrastructure assets, and approved the policy statement as amended.

8 a

Wainwright & District Family & Community Services

902 - 5th Ave., Wainwright, AB T9W 1C7 • Tel: (780) 842-2555 • Fax: (780) 842-5783 • email: fcsdirector@silvercrest.ca •
www.wdfcs.ca

Reeve Barss and MD Council Members
Municipal District of Wainwright
717-14 Avenue
Wainwright, Alberta T9W 1B3

March 26, 2013

Dear Reeve Barss and Council Members:


On behalf of the entire Wainwright and District Family & Community Services organization, I am writing to convey our sincere gratitude for the significant investment and resulting work that has recently occurred in the basement of the FCS Building. We are very appreciative that the MD Council has taken on the responsibility of tackling our long term building problems. Families in Wainwright and area rely on the Parent Link program as a place to come and play with their young children. We are grateful that you have ensured that we now have a very safe place for them to visit.

Please pass on a special note of thanks to Shannon Leahy for keeping us up to date with the progress of the work and keeping the lines of communication open with the contractor. We really appreciated the assistance of MD Public Works staff members in moving us in and out of the both the church and the FCS Building. We could not have managed the moves without their help. We are also very pleased with the quality of work contracted by Paul Brelsforth, the local Superintendent for Kellerdenali Construction. Despite some unforeseen issues with the basement, they kept close to the agreed upon timelines and left the space clean and move-in ready.

We are planning a celebration of the re-opening of the Parent Link Centre on June 4th. We will be sending a more formal invitation to you closer to that date and look forward to you joining us.

Again, our sincere thanks for the significant improvements you have made to the Parent Link space and also for the many other projects that you have undertaken in the last few years to address the many long standing issues on both the interior and exterior of the FCS Building. It is a huge relief to know that the building is a safe place to be in for our staff members and the members of the communities we serve.

Kindest regards,



Myron Zajic,
WDFCS Board Chairman,



Serving: M.D. of Wainwright, Town of Wainwright, Chauvin, Edgerton, and Irma

Chairperson: Myron Zajic

Board Members: Will Challenger, Dallas Degenhardt,
Dennis Fuder, Christine Smith, Randy Tizzard, Ted Wilkinson

Executive Director: Cathy Charlton



BYLAW NO. 1538

A Bylaw of the Municipal District of Wainwright No. 61 in the Province of Alberta being a Bylaw to amend Bylaw No. 1318, as amended to May 15, 2007, of the Municipal District of Wainwright No. 61.

WHEREAS: The Municipal Government Act, R.S.A. 2000, as amended ("the Act") provides that a Municipal Council may amend its Land Use Bylaw.

AND WHEREAS: The Council of the Municipal District of Wainwright has determined that it wishes to amend its Land Use Bylaw as it relates to land use designation on parcels in the Municipal District of Wainwright.

NOW THEREFORE: The Council of the Municipal District of Wainwright, duly assembled, enacts as follows:

The Land Use Designation of Lot 2, Block 1, Plan 092 2296 is changed from Agricultural District to Industrial District as shown on the attached Schedule "A".

Read a first time this day of , A.D., 2013.

Reeve

Municipal Administrator

Advertised in a local newspaper on and 2013.

Read a second time this day of , A.D., 2013.

Reeve

Municipal Administrator

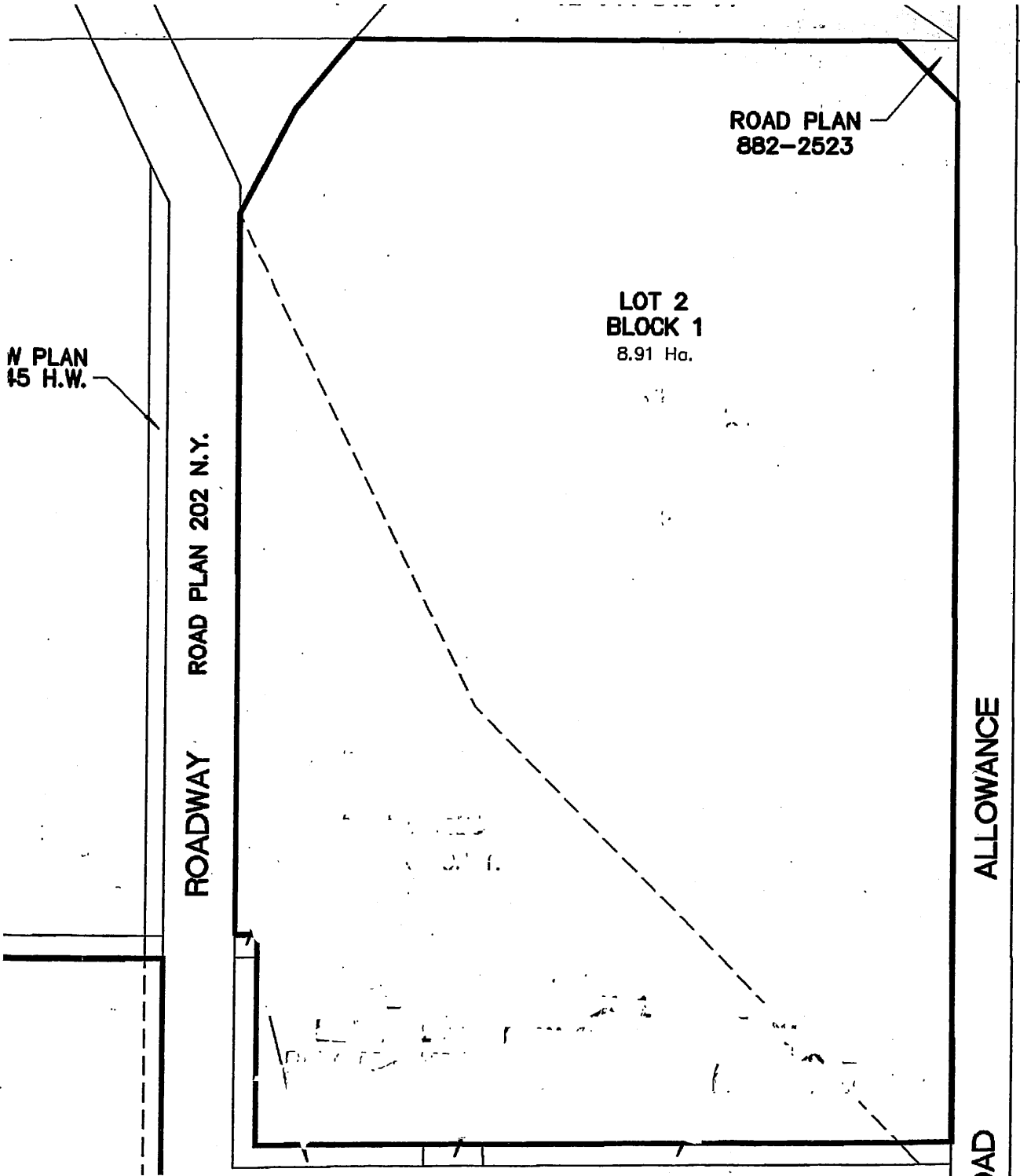
Read a third time and finally passed this day of , A.D., 2013.

Reeve

Municipal Administrator

Bylaw Number 1538 - Schedule "A"

Pt of SE 36-44-7-W4



ROAD

ALLOWANCE

BYLAW NO. 1539

A Bylaw of the Municipal District of Wainwright No. 61, in the Province of Alberta authorizing the erection or removal of "Stop" or "Yield" signs for traffic control at designated locations.

WHEREAS: Under provisions of Section 15 of the Highway Traffic Act, being Chapter H-7 of the revised Statutes of Alberta 1980 with amendments, the council of a municipality is authorized to place traffic control devices at any locations considered necessary for controlling highways subject to its direction, control and management.

THEREFORE: The Council of the Municipal District of Wainwright enacts as follows:

1. The following stop signs shall be removed from the M.D. of Wainwright No. 61 jurisdiction as they are under the authority of Alberta Transportation:

HWY 610

NE-23-44-5
NE-14-44-5
NE-11-44-5
NE-31-44-5
NW-34-43-4
NW-35-43-4
NE-23-43-3
NW-24-43-3
NW-19-43-2
NE-9-43-2
NE-10-43-2
NW-11-43-2
NW-10-43-1
SE-3-44-4
NW-31-43-3
SW-27-43-3
SE-27-43-3
SE-26-43-3
SE-25-43-3
NE-19-43-2
SW-15-43-2
SW-14-43-2
SE-13-43-2
SE-18-43-1
SE-16-43-1

HWY 881

SW-14-48-9
SW-2-48-9
SW-26-47-9
SW-14-47-9
NW-2-47-9
SW-2-47-9
SW-27-46-9
SW-15-46-9
SW-3-46-9
SW-27-45-9
SW-15-45-9
SW-3-45-9
SW-27-44-9
NW-22-44-9
SE-21-44-9
SW-16-44-9
SW-4-44-9
NE-10-48-9
NE-22-47-9
NE-10-47-9
SE-3-47-9
NE-21-46-9
NE-9-46-9
NE-33-45-9
NE-21-45-9
NE-9-45-9
NE-33-44-10
SE-17-44-9
NE-8-44-9

HWY 614

SE-16-46-6
SW-15-46-6
NW-10-46-6
SE-14-46-6
NW-12-46-6
SE-13-46-6
NW-8-46-5
SE-18-46-5
SE-17-46-5
NW-9-46-5
NW-10-46-5
SE-16-46-5
SE-15-46-5
NW-11-46-5
NW-12-46-5
SE-14-46-5
SE-13-46-5
NW-7-46-4
NW-8-46-4
NW-9-46-4
SE-17-46-4
NW-7-46-5
NE-9-46-4
SE-18-46-4

HWY 883

SE-25-45-8
NE-36-45-8
NE-12-46-8
NE-24-46-8
SW-30-46-7
SE-30-46-7
SE-29-46-7
SE-28-46-7
SE-27-46-7
SE-26-46-7
NW-30-45-7
SW-6-46-7
SW-18-46-7
SW-30-46-7
NW-20-46-7
NW-21-46-7
NW-23-46-7

HWY 897

NE-21-45-3
NE-9-45-3
SW-27-46-3
SW-15-45-3

HWY 619

SE-5-48-10
SE-4-48-10
NW-34-47-10
SE-3-48-10
NW-35-47-10
SE-2-48-10
NW-36-47-10
SE-1-48-10
NW-31-47-9
SE-6-48-9
NW-32-47-9
NW-33-47-9
NE-34-47-9
SE-5-48-9
SE-4-48-9
SW-2-48-9

HWY 894

SW-27-46-4
SW-15-46-4
SW-3-46-4
SW-27-45-4
NW-15-45-4
SW-15-45-4
SW-10-45-4
SW-25-44-4
SW-13-44-4
NE-21-46-4
NE-33-45-4
NE-21-45-4
NE-9-45-4
NE-4-45-4
NE-23-44-4
NE-11-44-4
NE-2-44-4

HWY 899

SW-5-43-2
SW-29-42-2
NE-19-42-2
SW of SE 17-43-2
NE-19-41-2
SW-29-42-1
SW-32-41-2
NE-31-42-2
SW-5-42-2
SW-8-42-2
NE-7-4-22
SW of NW 17-42-2

Received the First, Second and by unanimous consent, Third and Final Reading and was done and passed in Council this 16 day of April 2013.

Reeve

Municipal Administrator

M.D. OF WAINWRIGHT #61
DEVELOPMENT OFFICER'S REPORT
April 8, 2013

MONTH **Apr-13**

DEVELOPMENT PERMITS

Division/ Land Location	Single family dwelling	S/f dwelling w/ garage	Mobile home	Mobile home w/garage	Residential additions/renos	Commercial/ Industrial	Garage/Shop	Other/ accessory use
Div 4 SW 26-44-5-W4	460,000							
Div 4 NW 9-44-6-W4		300,000						
Div 5 NE 9-45-7-W4								50,000
Div 7 SW 6-47-9-W4								600,000
NW 16-46-10-W4								
Total #	1	1						2
Total \$	460,000	300,000						650,000

MONTH

DEVELOPMENT PERMITS

DRILLING PERMITS

	Number	Value	Number	Value
JANUARY	0	\$0	0	\$0.00
FEBRUARY	2	\$325,000	0	\$0.00
MARCH	10	\$1,014,000	10	\$3,264.44
APRIL	4	\$1,410,000	0	\$0.00
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				
TOTAL	16	\$2,749,000	10	\$3,264.44

2012 TOTAL	97	\$106,943,000	79	\$61,023.81
2011 TOTAL	44	\$8,971,000	119	\$96,015.82
2010 TOTAL	49	\$11,005,980	99	\$72,905.66
2009 TOTAL	61	\$7,608,400	41	\$13,493.14
2008 TOTAL	67	\$34,271,741	122	\$20,942.95
2007 TOTAL	77	\$13,189,108	200	\$28,090.25
2006 TOTAL	73	\$10,649,400	285	\$32,027.80
2005 TOTAL	44	\$5,416,500	183	\$19,068.45
2004 TOTAL	55	\$6,300,800	215	\$25,287.55

OILFIELD ACTIVITY

DIVISION	Existing Approach	New Approach	Infield Wells	100M Setback	Total New Wells to date	Pipeline Crossings	Infield Pipelines	Total New Pipelines to date
ONE					2	1		4
TWO					6			2
THREE					13			1
FOUR					5			
FIVE					11			
SIX					13			14
SEVEN					15	7		7

The Municipal Planning Commission of the Municipal District of Wainwright No. 61 met in the Municipal Administration Building at 9:00 a.m. on April 8, 2013.

Clr. Myron Zajic, Almon Archibald, Clr. Wilkinson, Ken McNeil, Clr Cummins, and Development Officer Jim Klasson were in attendance.

The Chairman called the meeting to order at 8:50 A.M.

13.019 Moved by Almon Archibald that the agenda be accepted -Carried

13.020 Motion by Clr Cummins to approve the March 18, 2013 Meeting Minutes

Delegation:

Old Business-

- a. The Development Officer provided an update on the SDAB Hearing
- b. The Development Officer provided an up date on the Tomlinson Subdivision Application
- c. The Development Officer provided an up date on the Somerville Development Permit

New Business –

- a. MPC reviewed a request for clarification regarding a proposed RV Development at Clear Lake. A review of the Clear Lake Area Structure Plan revealed that there is no provision in the ASP for this type of development.
- 13021 A motion by Clr Cummins that we refer this matter to Council for consideration and validation that the proposal is not in compliance with the Clear Lake ASP - Carried

Development permits:

- 13.022 a. MCSNet SE 28-44-4-W4 – Telecom Tower -Motion by Clr Wilkinson that the development application be approved - Carried
- 13.023 b. CODA Management & Investments Ltd –Pt NE 36-44-7-W4 -Industrial Shop - Motion by Ken McNeil that the development application be approved subject to re-zoning- Carried

Subdivisions

- 13.024 a. SW 28-44-4-W4- Sparks, Donald & Joan – 10.1 Acres
Motion by Clr Wilkinson to support Carried

Development Officer Report

13.018 Moved by Clr Cummins that the meeting adjourn at 9:55 AM -CARRIED

Next Meeting – May 13, 2013

CHAIRMAN
(1/2 day)

SECRETARY



12(c)

April 5, 2013

Municipal District of Wainwright #61
717 – 14 Avenue
Wainwright, AB T9W 1B3

Attention: MD Council

NOTICE OF PROPOSED ANNEXATION

**RE: Town of Wainwright/Municipal District of Wainwright #61
LSD 9&10 5-45-6-4**

As required by the Municipal Government Act, R.S.A. 2000, please take notice that the Town of Wainwright proposes to annex from the Municipal District of Wainwright #61 legal subdivisions (LSDs) 9 & 10 of section 5-45-6-4 as shown in the enclosed diagram. The total area proposed to be annexed is comprised of approximately 32.4 Ha (80 Acres).

The Town has received application and acceptance from the owner of the property to proceed with the annexation to accommodate a proposed private light industrial / commercial development. Immediate access to the property will be from an extension of 23 Ave from the west and eventually, as development proceeds, from Highway 41 as per the enclosed outline plan for the adjacent SE-5-45-6-W4.

As the proposed development(s) will be of an urban nature requiring Town services including water, sewer, roads, and storm water management, the Town requests that the Municipal District not contest the proposed annexation.

Thank you for your consideration of this matter. Inquiries regarding the proposed annexation may be directed to Wes Kroening, Director of Planning & Development or myself at (780) 842-3381.

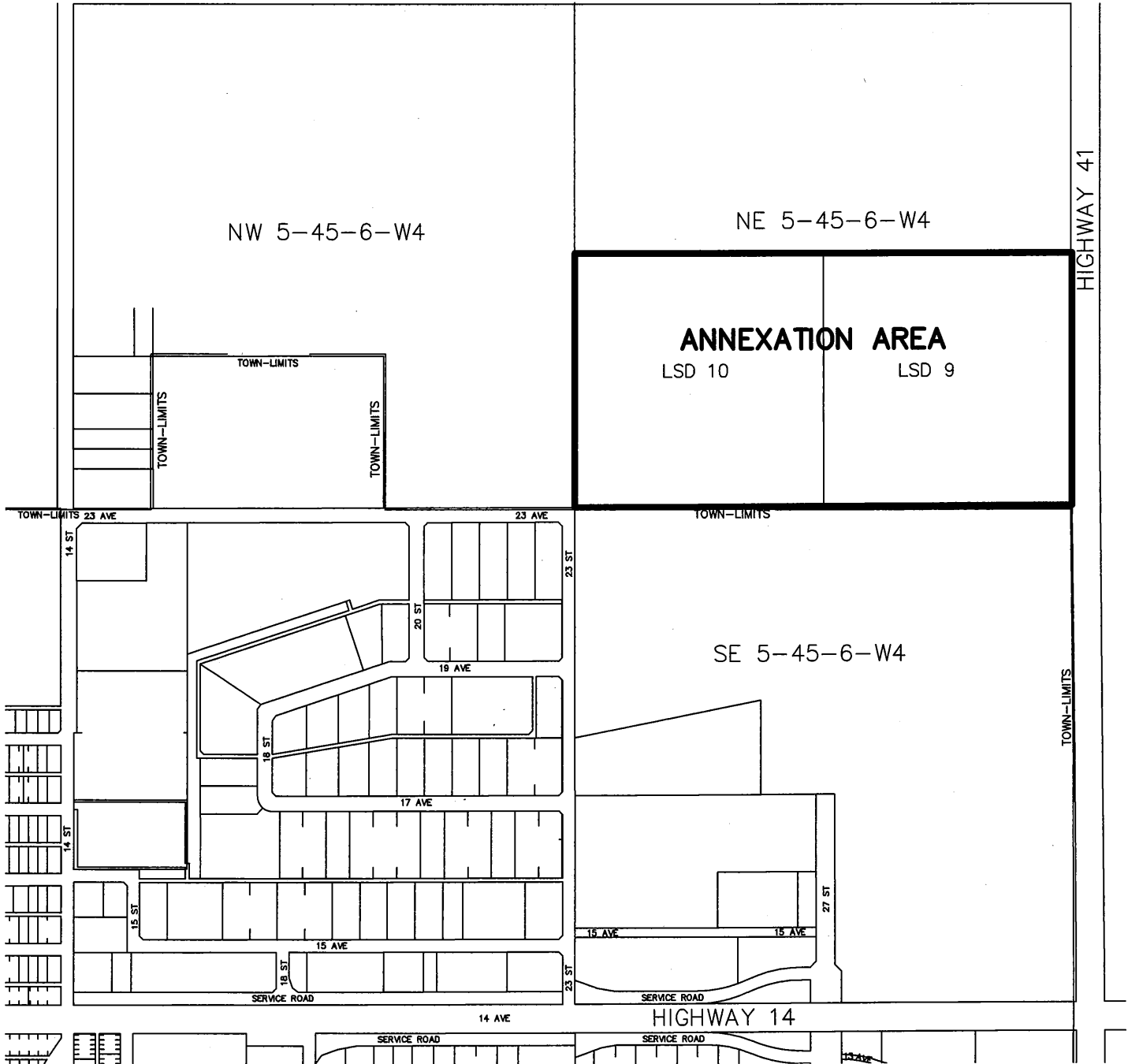
Sincerely,

Ray Poulin,
Chief Administrative Officer

enclosures

Copies to: Municipal Government Board
Alberta Transportation

TOWN OF WAINWRIGHT
PROPOSED ANNEXATION OF A PORTION OF THE
MUNICIPAL DISTRICT OF WAINWRIGHT NO.61
APRIL 2013



March 1, 2013

Trevor King
Box 3422
Wainwright, AB
T9W 1T4

Jim Klasson
Development Officer
MD of Wainwright
717-14th Ave.
Wainwright, AB
T9W 1B3

Re: Annexation

Dear Mr. Klasson,

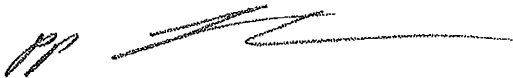
As per our conversation, I am wondering if the MD would be favourable to my having the south 80 acres of NE-5-45-6 W4 from the east side of the property to the west side annexed by the Town of Wainwright.

My hope is that this is looked favourably upon and met with approval. My contact details are as follows:

Home: 780-842-4508
Cell: 780-842-0202
Email: trevork@denmax.ca

Thank you for your attention and I look forward to hearing from you.

Respectfully,



Trevor King

12(d)

MPS Municipal Planning Services (2009) Ltd.

#208, 17511 - 107 Avenue, Edmonton AB T5S 1E5
Phone: 780-486-1991 Fax: 780-483-7326

April 2, 2013

OUR FILE NUMBER: 13-P-578

Gary Barber
Box 3318
Wainwright, Alberta T9W 1T4

Dear Sir/Madam:

RE: PROPOSED SUBDIVISION, NW 13-45-9-W4, Municipal District of Wainwright

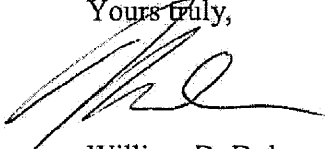
The time allowed for the processing of your subdivision application expires on April 1, 2013. We are unable to finalize the application at this time since we are waiting for the Municipal District to advise us respecting the information you supplied us on March 4, 2013 and to provide us with the list of adjacent land owners so that we may notify them in accordance with the requirements of the Municipal Government Act. Once they have done so and we have notified adjacent land owners, the Subdivision Authority may be in a position to make a decision on your subdivision application. However, in the meantime, the consideration period for subdivision applications mandated by the Municipal Government Act and the Subdivision and Development Regulation will soon expire, and the Subdivision Authority cannot make a decision on your application when it has expired.

To that end, we are providing herewith an agreement to extend the subdivision consideration period by 60 days so as to be able to finalize consideration of your subdivision application. Unless you agree to an extension, the Subdivision Authority will not be able to make a decision on your application. If you do not sign the agreement, you may "deem" that the subdivision has been refused and appeal that "deemed refusal" to the Municipal District's Subdivision and Development Appeal Board within 14 days of the expiration of the consideration period. If you sign the extension, you will still have the right to appeal any decision (if you do not like either the decision or conditions attached to it) or appeal any "deemed refusal" if a decision is not made on your subdivision application after the expiration of the extension within 14 days of notice of the decision or of expiration of the extension.

Please be advised that if outstanding matters are resolved before the expiry of the 60-day extension, the Subdivision Authority may be able to make a decision within the extension period. To allow the continued processing of the proposal, please sign and return the attached Extension Agreement within fourteen (14) days after the date the current extension period expires.

Please contact this office at 780-486-1991 for any clarification.

Yours truly,



William D. Dolman, B.A., M.Sc.(Pl.), M.C.I.P.
Senior Consultant
Municipal Planning Services (2009) Ltd.

cc: Municipal District of Wainwright

12(e) ✓



April 9, 2013

OUR FILE NUMBER: 13-P-631

Chief Administrative Officer of the MD of Wainwright

Dear Sir/Madam:

RE: PROPOSED SUBDIVISION
SW 28-44-4-W4
MD of Wainwright

A copy of this subdivision application is referred to you for your and your staffs' comments.

Any concerns or recommended conditions of approval should be explained in detail. The attached list of questions should also be completed and returned.

Please forward to us a list of adjacent landowners so we may notify them pursuant to the Municipal Government Act of the subdivision application. A referral list form is attached for your use, should you wish to use it.

Please respond quoting our file number within twenty-eight (28) days of the date of this letter.

Please contact me at 486-1991 for any clarification.

Yours truly,

Shelly Cole

Shelly Cole s.cole@munplan.ab.ca
Municipal Planning Services (2009) Ltd.

- 10.1 Acres
- Separated by the Sparks Road
- EXISTING Approach
- Road Widening is done

M.D. of Wainwright No 61
 SCHEDULE - FORM 1
 APPLICATION FOR SUBDIVISION
 Revised June 2008

FOR INTERNAL USE ONLY
 DATE of receipt of the completed form: April 9, 2013
 FILE No. 13-P-631
 Fee Submitted: _____

THIS FORM IS TO BE COMPLETED IN FULL (WHEREVER APPLICABLE) BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF

1. Name of registered owner of land to be subdivided
H. Donald Sparks
Jean M. Sparks Address, Phone no. and Fax no.
Box 132, Edmonton T6B 1K0
780-422-2025, 780-422-2817 (fax)
2. Name of agent (person authorized to act on behalf of owner), if any
 _____ Address, Phone no. and Fax no.

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED
 All/Part of the SW 1/4 sec. 28 twp. 44 range 4 west of 4 meridian
 Being all/parts of lot _____ block _____ Reg. Plan No. _____ C.O.T No _____
 Area of the above parcel of land to be subdivided 4.0937 hectares
 Municipal address (if applicable) _____
4. LOCATION OF LAND TO BE SUBDIVIDED
 a. The land is situated in the municipality of Wainwright
 b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No X
 If "yes", the adjoining municipality is _____
 c. Is the land situated within 0.8 kilometers of a Provincial Highway? Yes _____ No X
 If "yes", the Highway is No _____
 d. Does the proposed parcel contain or is it bounded by a river, stream, lake, or other body of water or by a drainage ditch or canal? Yes _____ No X
 If "yes", state the name _____
 e. Is the proposed parcel within 1.5 kilometers of a sour gas facility? Yes _____ No X
5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
 Describe:
 a. Existing use of the land Agricultural
 b. Proposed use of the land Agricultural - residential
 c. The designated use of the land as classified under a land use bylaw _____
6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)
 a. Describe the nature of the topography of the land (flat, rolling, steep or mixed) flat
 b. Describe the nature of the vegetation and water on the land (bush, shrubs, tree stands, woodlots, etc sloughs, creeks, etc.) Seeded alfalfa, small bush in NE corner
 c. Describe the kind of soil on the land (sandy, loam, clay, etc.) sandy
7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED
 Describe any buildings and any structures on the land and whether they are to be demolished or moved
None
8. WATER AND SEWER SERVICES
 If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal _____
9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
H. Donald Sparks hereby certify that + Jean M Sparks
 I am the registered owner, or
 I am the agent authorized to act on behalf of the registered owner,
 and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.
 Furthermore, I acknowledge that I am responsible for both the costs relating to the review, processing and approval of this application, and the costs incurred in meeting all of the conditions of approval.
 (Signed) Jean M Sparks
H. Donald Sparks
 Date March 10 2013

FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE OF THIS FORM.

MAR 14 2013

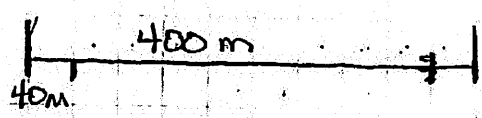
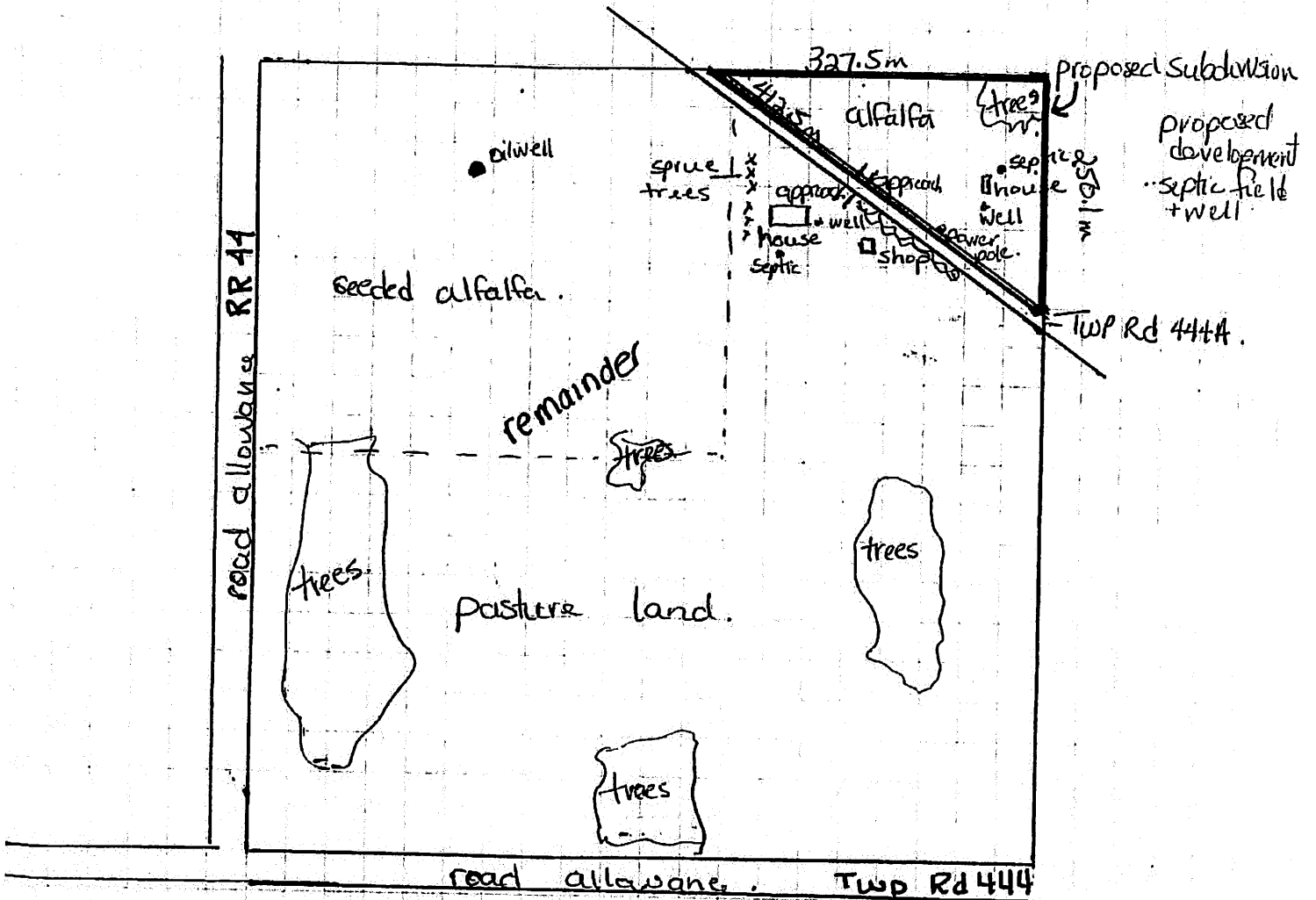
Tentative Plan of Subdivision.

13-P-631

SW 1/4 - 28 - 44 - 4 - W4.

Certificate of Title Area 153.5 ac / 62.13 ha.

Area of Parcel being created approx 10.1 ac / 4.09 ha



12(9)

MUNICIPAL DISTRICT OF WAINWRIGHT NO 61

Application No. 2013.19

Schedule D7
(REV 03/11)

APPLICATION FOR DEVELOPMENT All Other Zoning Districts

APPLICANT CODA MANAGEMENT AND INVESTMENTS LTD TELEPHONE 842-5559

MAILING ADDRESS 1219-3 AVE WAINWRIGHT AB T9W 1K9

Location: (Municipal Address of the Proposed Development) PT 36 44 7

Legal Description of the Lot (Parcel) 2 SECTION 1 TOWNSHIP 44 RANGE W4 7
Block 1 Plan 0922296

Registered Owner of the Land CODA MANAGEMENT AND INVESTMENTS LTD

Registered Owner's Mailing Address 1219-3 AVE WAINWRIGHT AB T9W 1K9 Telephone 842-5559

Interest of Applicant if Not the Owner of the Site _____

DEVELOPMENT:
I/We hereby make application for a DEVELOPMENT PERMIT in accordance with the plans and the supporting information submitted. A brief description of the proposed development is as follows:

SITE REQUIREMENTS:

- (a) Area of Site _____
- (b) Area of Building 13,500 SQ FT
- (c) Front Yard Setback 150'
- (d) Rear Yard Setback _____
- (e) Side Yard Setback 250'
- (f) Height of Main Building _____
- (g) Height of Accessory Building _____

Estimated Commence Date MAY 13 Estimated Completion Date NOV 13

Projected cost of the Development: \$ 800K

Other Supporting Material to be attached:

- 1) Site Plan – showing the location all existing buildings and improvements, and the location of the proposed new development
- 2) ERCB report covering the presence or absence of Abandoned Oil & Gas Wells on the proposed development site

I hereby give my consent to allow all authorized persons the right to enter the above land and/or buildings, with respect to this application only.

“This personal information is being collected under the authority of Section 33C of Freedom of Information and Protection of Privacy Act, and will be used for administration purposes as per the Land Use Bylaw and/or assessment purposes. If you have any questions about the collection of this information, please contact the Municipal Administrator or Asst. Administrator at 780-842-4454”

Date of Application: _____ Signature of Applicant: [Signature]

Signature of Registered Owner (where applicable) _____

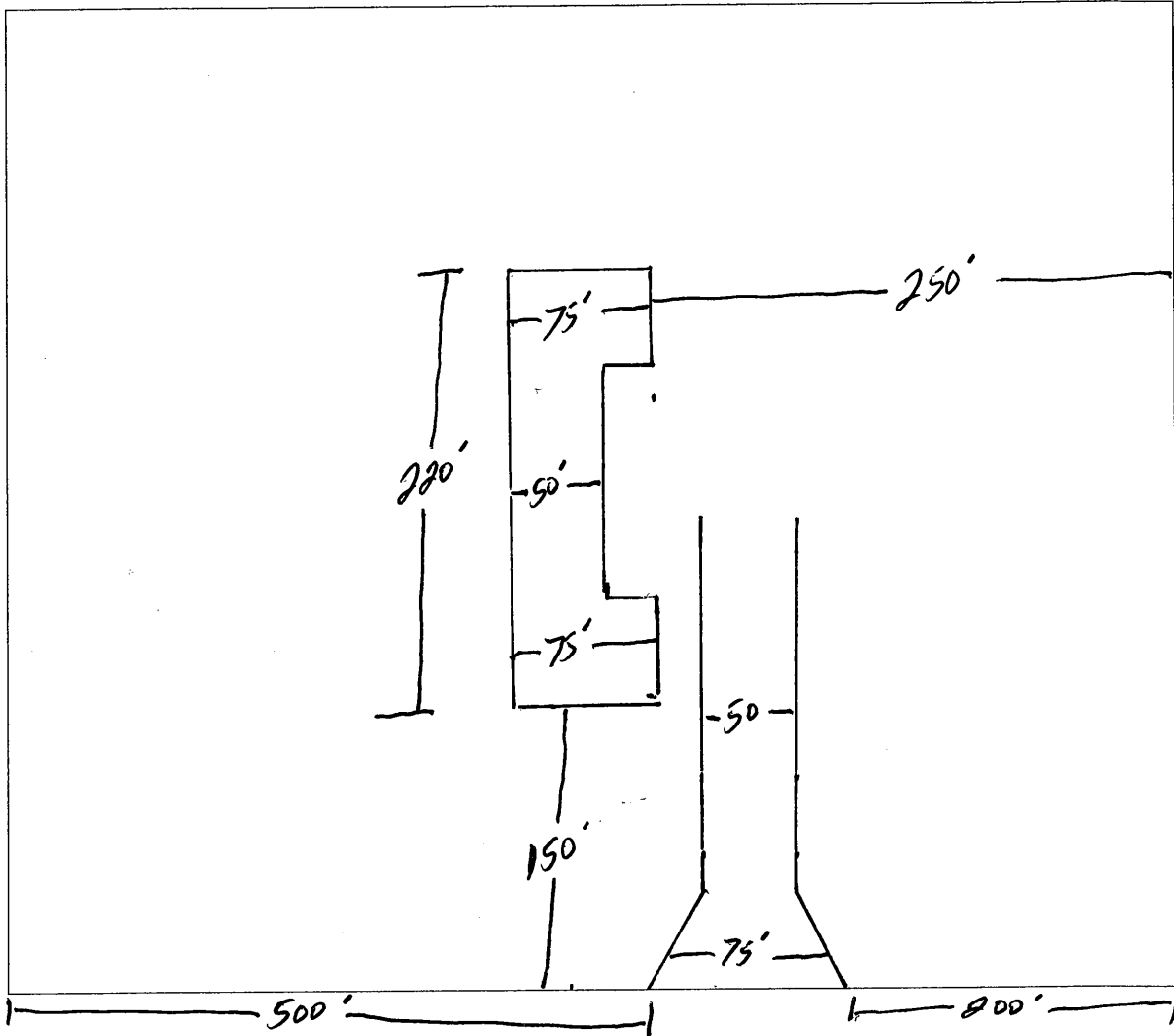
A \$30.00 Application Fee is payable with the completed application.

PAID

M.D. of Wainwright No. 61

Site Plan

Legal Description LOT 2 BLOCK 1 PLAN 0922296.



Plan to include:

- the dimension of the site
- the dimensions' and relationship to property lines of all existing and proposed buildings and shelter belts
- Where applicable, the location of all existing and proposed wells, septic tanks, disposal fields, culverts and crossings

(Office of the Development Officer)



12(h)

Our File: C-60/13-02

April 10, 2013

REFERRAL AGENCY

Re: PROPOSED SUBDIVISION
Block A Plan 772 1512
TOWN OF WAINWRIGHT

As required by the Subdivision and Development Regulation of the Municipal Government Act, we have referred the above described subdivision application to you for your comments.

The subdivision application is to create an acreage from existing farm land so that the remainder of the parcel can be sold.

If you have concerns or recommended conditions of approval, you may submit a written response explaining them in detail. Your response must be received by **May 1, 2013** in order to be considered. A decision on approval will be made based on the information available at that time.

Should an appeal involving your input be filed, you would be expected to make representation to the appropriate appeal board.

Thank you for participating in the review of this submission. For further information or clarification, please contact this office at 780-842-3381.

Sincerely,

A handwritten signature in black ink, appearing to be "Scott Flett", written over a horizontal line.

Scott Flett,
Development Officer

cc: Fortis Alberta Fax 403-514-4411
Telus Communications Inc. Fax 780-454-6172
EastLink
Canada Post Corporation
MD of Wainwright

SCHEDULE FORM 1 APPLICATION FOR SUBDIVISION

DATE of receipt of completed form FILE NO.

Fee Submitted: \$250.00

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF

1. Name of registered owner of land to be subdivided ALVIN BRUCE THOMPSON and MARJORIE LEAH THOMPSON Address and phone no. (and fax no.) BOX 3011 WAINWRIGHT, AB T9W 1S9 phone (780) 842-4254

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED All / Part of the 1/4 sec. twp. range west of meridian. Being parts of lot block A Reg. Plan No. 772-1512 C.O.T. No. 052 217 493 +1 Area of the above parcel of land to be subdivided 6.8 Acres hectares

4. LOCATION OF LAND TO BE SUBDIVIDED a. The land is situated in the municipality of TOWN OF WAINWRIGHT b. Is the land situated immediately adjacent to the municipal boundary? Yes No c. Is the land situated within 0.8 kilometres of a right-of-way of a highway? Yes No d. Does the proposed parcel contain or is it bounded by a river, stream, lake, or other body of water or by a drainage ditch or canal? Yes No e. Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes No

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED Describe: a. Existing use of the land PASTURE LAND b. Proposed use of the land STAMPED GROUNDS EXPANSION c. The designated use of the land as classified under a land use bylaw URBAN RESERVE

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE) a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) FLAT b. Describe the nature of the vegetation and water on the land (bush, shrubs, tree stands, woodlots, etc. — sloughs, creeks, etc.) BUSH AND OPEN PASTURE LAND c. Describe the kind of soil on the land (sandy, loam, clay, etc.)

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED Describe any buildings and any structures on the land and whether they are to be demolished or moved EXISTING BUILDINGS TO REMAIN

8. WATER AND SEWER SERVICES If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal OWN WELL FIELD FOR WASTE WATER

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF I ALVIN BRUCE THOMPSON & MARJORIE LEAH hereby certify that I am the registered owner, or I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Address BOX 3011 WAINWRIGHT, AB T9W 1S9 Phone # (780) 842-4254 (Signed) Alvin Thompson Leah Thompson Date April 02/2013

FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE OF THIS FORM.

PLAN OF PROPOSED SUBDIVISION

OF PART OF

BLOCK A, PLAN 772 1512

WITHIN

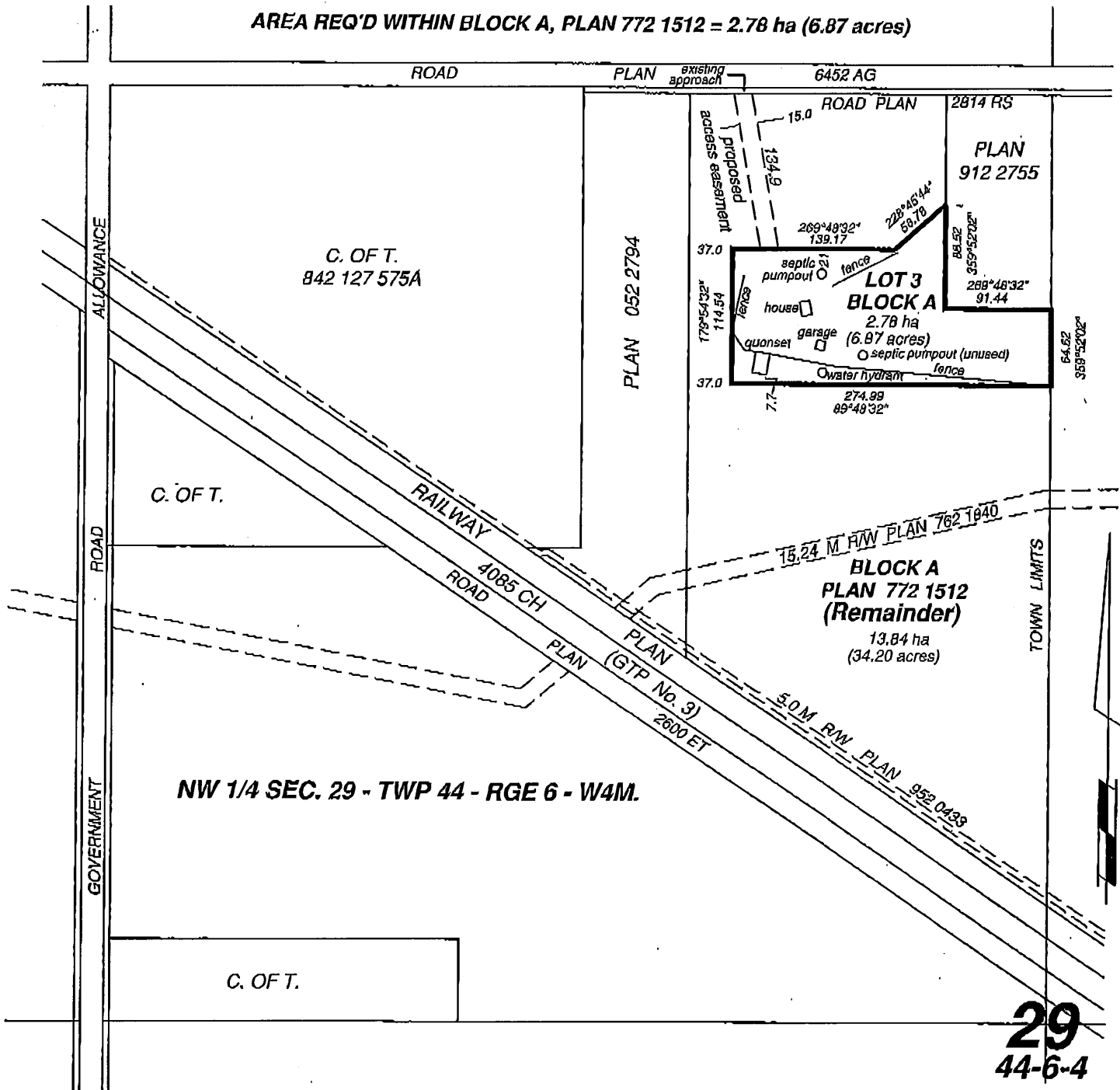
NW 1/4 SEC.29-TWP.44-RGE.6-W.4M.

TOWN OF WAINWRIGHT

2013

SCALE 1:5000

AREA REQ'D WITHIN BLOCK A, PLAN 772 1512 = 2.78 ha (6.87 acres)



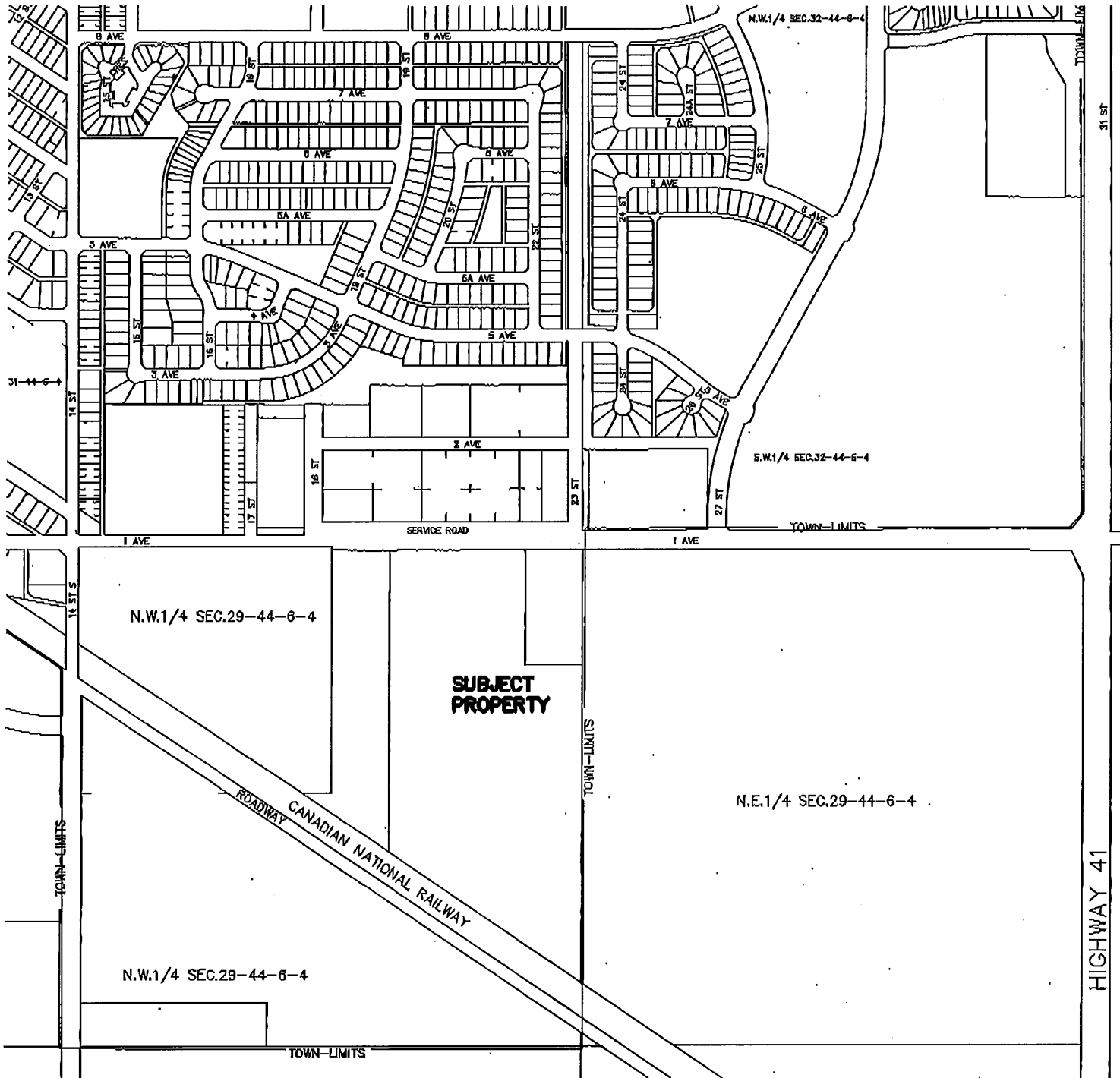
NW 1/4 SEC. 29 - TWP 44 - RGE 6 - W4M.

29

44-6-4

BT BEATTY LAND SURVEYS
 P.O. BOX 9
 CHAUVIN, AB T0B 0V0
 (780)753-4281

March 26, 2013
 FILE No. : 10267



NOTICE OF DECISION
SUBDIVISION AND DEVELOPMENT APPEAL BOARD
MUNICIPAL DISTRICT OF WAINWRIGHT NO. 61

Pursuant to Part 4 of the Municipal District of Wainwright Land Use Bylaw No. 1318 (the "Land Use Bylaw"), as amended, and Part 17, Division 10 of the *Municipal Government Act*, R.S.A. 2000, c. M-26.

DATE OF DECISION: April 08 2013

IN THE MATTER OF: An Appeal by Kerry Riglin, Heather Halliday, Bernard Buzik, Helen Buzik, Bradley Tangen, Brenda Tangen, Carol Golding, Geoffrey Golding, Dale Roach, Valerie Roach, Brad Scribner, Marsha Scribner, Ron Scribner, John Moroz, Leslie Moroz, Tom Matiushyk, Keith MacDonald, Delores MacDonald, Douglas Payne and Pamela Payne of Development Permit No. 2013.111 for the operation of a Recreational Vehicle Park on NW 17-44-6-W4 (the "Site"), which was approved with conditions on February 8, 2013.

DATE OF HEARING: March 26, 2013

SUMMARY OF THE HEARING:

Notice of the appeal was given to all interested parties in accordance with the Land Use Bylaw and the requirements of the *Municipal Government Act* and a hearing was held at Wainwright, Alberta on March 26, 2013.

The following members of the Subdivision and Development Appeal Board were in attendance throughout the hearing:

- Raymond Pare
- Rene Rajotte
- Jim Kent
- Chris Christensen
- John Fleming
- Evelyn Mark, Secretary

No person present voiced any objections to the members of the Board hearing the appeal. The Board received and considered written submissions from each of the following:

- Jim Klassen, Development Officer

- Mitchell and Quindy Watts (the "Developer")
- Doug and Pam Payne
- John and Leslie Moroz
- Brenda and Brad Tangen
- Keith and Delores MacDonald
- Bernie and Helen Buzik
- Bradley Scribner, Marsha and Ron Scribner
- Valerie and Dale Roach
- Carol and Geoffrey Golding

DECISION

Having considered all relevant planning evidence presented at the hearings, the arguments made and the circumstances and merits of the application and the appeal, and having regard for the relevant provisions of *Municipal Government Act*, any applicable statutory plans, the *Subdivision and Development Regulation* and the Land Use Bylaw, this appeal is **allowed in part**, and Development Permit No. 2013.11 is confirmed and upheld, subject to the following conditions which are in addition to those set forth in the original Development Permit No. 2013.11 dated February 8, 2013:

- (1) The Development Permit shall expire November 1, 2013. The Recreational Vehicle Park shall be closed no later than November 1, 2013.
- (2) The Developer shall enter into and abide by the provisions of a Development Agreement addressing the issues referenced in section 650 of the *Municipal Government Act*. The Development Agreement shall contain terms and conditions to the satisfaction of the Municipal District of Wainwright (the "MD").
- (3) The Developer shall create a fire guard along the south and east boundaries of the Site, upon consultation with and to the satisfaction of the Wainwright Fire Chief.
- (4) No open fires shall be permitted on the Site at any time.
- (5) The development shall be in compliance with all provincial and federal regulations governing the construction, operation, and reclamation of a temporary accommodation camp.
- (6) The Developer shall obtain all necessary provincial and federal approvals, and provide the MD with copies of such approvals. Further, the Developer shall comply with the requirements of all municipal, provincial, and federal approvals during the term of the development.

REASONS

1. The site of the proposed development is located in the Agricultural District. Section 6.3.1.3(s) of the Land Use Bylaw provides that resort and recreational development is a discretionary use within the Agricultural District.
2. Having considered the impact of the proposed development on the surrounding areas and landowners, as set out in the written and oral submissions received by the Board, the Board is satisfied that the negative impacts which potentially arise from the proposed development, if any, are sufficiently addressed.
3. Having considered the presentation by Developer, Mitch Watt, which indicated the site was for a temporary accommodation site only, it was deemed inappropriate to issue a permanent Development permit. Further consideration was given to The Appellant's concerns that the site may become permanent in the future, thus also contributed to the decision to issue a permit with conditions.

Dated at Wainwright in the Province of Alberta this 08 day of April, 2013.

NOTICE:

If you wish to appeal this decision, you must follow the procedure prescribed in Section 688 of the *Municipal Government Act*, as follows:

Section 688(1) "An appeal lies to the Court of Appeal of the Province, on a question of law or jurisdiction with respect to a decision of the Subdivision and Development Appeal Board."

Section 688(2) "An application for leave to appeal pursuant to subsection (1) must be made to a judge of the Court of Appeal within 30 days after the issue of the decision sought to be appealed, and notice of the application must be given to:

(a) The Municipal Government Board or the Subdivision and Development Appeal Board; and

(b) Any other persons that the Judge directs.”

Section 688(3) “On hearing the application and the representations of those persons who are, in the opinion of the Judge, affected by the application, the Judge may grant leave to appeal if the Judge is of the opinion that the appeal involves a question of law of sufficient importance to merit a further appeal and has a reasonable chance of success.”

Signature of Board Chairman Raymond Pare

Signature of Board Secretary Ernest Mace