

**AGENDA**  
**CLEAR HILLS COUNTY**  
**AGRICULTURAL SERVICE BOARD MEETING**  
**October 20, 2020**

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The Agricultural Service Board meeting of Clear Hills County will be held on Tuesday, October 20, 2020, starting at 10:00 a.m. in the Council Chambers of the County Administration Office, 313 Alberta Avenue, Worsley, Alberta.

- 1. CALL TO ORDER**
- 2. AGENDA**
- 3. ADOPTION OF PREVIOUS MINUTES**
  - a. September 15, 2020 Regular Meeting Minutes.....2
- 4. Delegation(s)**
  - a. Peace Country Beef and Forage Association 10:30 a.m.....5
- 5. BUSINESS ARISING**
- 6. OLD BUSINESS**
  - a. Activity Report.....6
  - b. Board Reports .....9
  - c. Fusarium Graminearum Draft Bylaw .....10
  - d. Rental Equipment.....15
  - e. Biggest Vegetable Contest.....18
  - f. Regional Agricultural Service Board Conference .....20
- 7. NEW BUSINESS**
  - a. Events.....39
  - b. VSI Annual General Meeting.....45
  - c. 2021 Operating Budget .....82
  - d. Multi Year Capital Plan.....92
- 8. REPORTS**
  - a. Agricultural Fieldman Report.....93
- 9. INFORMATION & CORRESPONDENCE.....96**
- 10. CLOSED MEETINGS ITEMS**
- 11. ADJOURNMENT**

**MINUTES OF CLEAR HILLS COUNTY  
AGRICULTURAL SERVICE BOARD MEETING  
COUNCIL CHAMBERS, Worsley, Alberta  
September 15, 2020**

**PRESENT**

Brian Harcourt	Chair
Baldur Ruecker	Deputy Chair Ruecker
Julie Watchorn	Member
David Janzen	Council Representative
MacKay Ross	Member
Garry Candy	Member
Jason Ruecker	Councillor

**ATTENDING**

Audrey Bjorklund	Community Development Manager
Sarah Hayward	Community Development Clerk
Greg Coon	Agricultural Fieldman

**ABSENT**

**CALL TO ORDER**

Chair Harcourt called the meeting to order at 10:00 a.m.

**AGENDA**

**AG69(09/15/20)**

**RESOLUTION by Member Candy that this Agricultural Service Board adopts the agenda governing the September 15, 2020 Agricultural Service Board meeting as presented. CARRIED**

Deputy Chair Ruecker entered the meeting at 10:01 a.m.

**AG70(09/15/20)**

**RESOLUTION by Councillor Janzen that this Agricultural Service Board adopts the minutes of the July 21, 2020 Agricultural Service Board Meeting as presented. CARRIED.**

**OLD BUSINESS**

**Activity Report**

The Board is presented with the Agricultural Service Board Activity Report.

**AG71(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board accepts the September 15, 2020 Agricultural Service Board Activity Report as presented. CARRIED.**

**Board Reports**

At this time the Board members will have an opportunity to present their reports on meetings attended and other agricultural related topics.

**AG72(09/15/20)**

**RESOLUTION by Member Watchorn that this Agricultural Service Board accepts the Board members' written or verbal reports of September 15, 2020 for information. CARRIED.**

**Fusarium Graminearum Update**

The Board is presented with draft regional guidelines and a draft bylaw with respect to fusarium graminearum scouting and enforcement.

**AG73(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board direct administration to draft a bylaw for the purpose of not allowing fusarium graminearum to establish, spread, or impact the economic viability of our agricultural producers and continue with the existing fusarium procedure which includes reimbursing producers for testing their seed for fusarium.**

**CARRIED.**

Member Ross left the meeting at 10:38 a.m.

**Rental Equipment**

Following up on the March 17, 2020 Agricultural Service Board discussion about the need to re-examine expenditures in the current economic environment the Board is presented with a Return on Investment Report for rental fleet items that originally cost \$10,000 or more and the current rental equipment schedule of fees.

**AG74(09/15/20)**

**RESOLUTION by Member Ruecker that this Agricultural Service Board recommend Council replace the Grain Bag Extractor with a simpler unit.**

**CARRIED.**

**AG75(09/15/20)**

**RESOLUTION by Councillor Janzen that this Agricultural Service Board recommend Council remove the conveyor from the Grain Bagger rental.**

**CARRIED.**

**AG76(09/15/20)**

**RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board recommend Council liquidate the following items due to low usage and high cost: Tree Spade, Rock Picker, Rock Rake and Sickle Mower.**

**CARRIED.**

**AG77(09/15/20)**

**RESOLUTION by Member Watchorn that this Agricultural Service Board recommend Council increase the rental rates of the following items:**

**Post Pounder: \$125.00 to \$150.00**

**BBQ Trailer: \$50.00 to \$75.00**

**CARRIED.**

**AG78(09/15/20)**

**RESOLUTION by Councillor Janzen that this Agricultural Service Board recommend Council amend Policy 6310 by amending Clause 2.1. by removing not available to rent through other rental agents within the County's boundaries.**

**CARRIED.**

Member Ross re-entered the meeting at 11:33 a.m.

**NEW BUSINESS**

**Regional Agricultural  
Service Board  
Conference**

Municipal District of Greenview No. 16 is hosting the Peace Regional Agricultural Service Board Conference at the Little Smoky Community Hall on October 22, 2020.

**AG79(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board authorize the attendance of Chair Harcourt, Deputy Chair Ruecker or alternate Councillor Janzen to attend the Peace Regional Agricultural Service Board Conference on October 22, 2020 at the Little Smoky Community Hall.**

**CARRIED.**

Report Card on  
Resolutions

The Board is presented with the Report Card on Resolutions from the Provincial Agricultural Service Board Committee.

Chair Harcourt recessed for lunch at 11:59 a.m.  
Chair Harcourt reconvened the meeting at 12:32 p.m.

**AG80(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board submit the 2020 Resolution Grading to the Provincial Agricultural Service Board Committee as discussed.**

**CARRIED.**

2021 Preliminary Budget  
Items

As preparation of the draft 2021 Budget approaches the Board is requested to provide recommendations on a few items.

**AG81(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board direct administration plan to hold the 2021 Trade Show and bring back further information in December for further discussion.**

**CARRIED.**

REPORTS

Agricultural Fieldman  
Report

At this time the Agricultural Fieldman will have an opportunity to present his report.

Councillor Janzen left the meeting at 1:03 p.m.

**AG82(09/15/20)**

**RESOLUTION by Member Ross that this Agricultural Service Board accepts the September 15, 2020 Agricultural Fieldman's Report for information as presented.**

**CARRIED.**

Information &  
Correspondence

The Board is presented with correspondence for review.

**AG83(09/15/20)**

**RESOLUTION by Chair Harcourt that this Agricultural Service Board receives the Information and Correspondence of September 15, 2020 as presented.**

**CARRIED.**

ADJOURNMENT

Chair Harcourt adjourned the meeting at 1:09 p.m.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
AGRICULTURAL FIELDMAN

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>DELEGATION – Peace Country Beef &amp; Forage Association 11:00 a.m.</b>
File:	63-10-02

### DESCRIPTION:

Peace Country Beef & Forage Association (PCBFA) Manager, Liisa Jeffrey, will be in attendance at 10:30 a.m. to present a report on the 2020 Environmental Stream partnership program and present the plans for the 2021 program along with a funding request. Also presented will be the updates on the PCBFA programs, funding and direction.

### BACKGROUND:

### BUDGET/COSTS:

### ATTACHMENTS:

### OPTIONS:

### RECOMMENDED MOTION:

RESOLUTION by... that this Agriculture Service Board accept for information the delegation from Liisa Jeffrey, Manager, Peace Country Beef and Forage Association on the 2020 Environmental Stream partnership program and 2021 programming.

Initials show support - Reviewed by: Manager: <i>ABj</i> AgFieldman: <i>GC</i>
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# Clear Hills County

## Request For Decision (RFD)

Meeting:	Agricultural Service Board
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>ACTIVITY REPORT</b>
File:	63-10-02

### DESCRIPTION:

The board is presented with the Agricultural Service Board Activity Report.

### BACKGROUND:

The Activity report is helpful to administration and the board for tracking the status of resolutions and directions from the board. Items will stay on the report until they are completed. Items that are shaded indicate that they are completed and will be removed from the list once presented at the current Agricultural Service Board meeting.

### ATTACHMENTS:

- Agricultural Service Board Activity Report

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ that this Agricultural Service Board (ASB) accepts the October 20, 2020 ASB Activity Report as presented.

Initials show support - Reviewed by: Manager:	ABj	AgFieldman:	GC
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## Senior Management Team Agricultural Service Board

### Activity Report for October 2020, 2020 Page 1 of 1

Budget Items:

CAO = Chief Administrative Officer

DO= Development Officer

EA = Executive Assistant

Completed Items:

CSM = Corporate Services Manager

AF = Ag. Fieldman

CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
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#### REGULAR AGRICULTURAL SERVICE BOARD MEETINGS

##### February 18, 2020

AG37	(02/18/20)	RESOLUTION by Member Watchorn that this Agricultural Service Board direct administration to book the annual delegation with Council on April 14, 2020.		Postponed - Phase 3 of Relaunch or later
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##### March 17, 2020

AG47	(03/17/20)	RESOLUTION by Member Ross that this Agricultural Service Board apply for funds under the Resource Management Stream and pursue partnership with M.D. Fairview, M.D. Peace, Birch Hills County, Saddle Hills County and MD of Spirit River, and entering into a contract with Peace Country Beef and Forage Association for program delivery, similar the partnership and contract that were in place when this funding was named the Environmental Stream.		Waiting on Province to announced if approved and how much
AG73	(09/15/20)	RESOLUTION by Member Ross that this Agricultural Service Board direct administration to draft a bylaw for the purpose of not allowing fusarium graminearum to establish, spread, or impact the economic viability of our agricultural producers and continue with the existing fusarium procedure which includes reimbursing producers for testing their seed for fusarium.		Oct 20/20 RFD
AG74	(09/15/20)	RESOLUTION by Member Ruecker that this Agricultural Service Board recommend Council replace the Grain Bag Extractor with a simpler unit.		Approved. C426-20(09-22-20)
AG75	(09/15/20)	RESOLUTION by Councillor Janzen that this Agricultural Service Board recommend Council remove the conveyor from the Grain Bagger rental.		Approved. C427-20 (09-22-20)
AG76	(09/15/20)	RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board recommend Council liquidate the following items due to low usage and high cost: Tree Spade, Rock Picker, Rock Rake and Sickle Mower.		Approved. C248-20 (09-22-20)
AG77	(09/15/20)	RESOLUTION by Member Watchorn that this Agricultural Service Board recommend Council increase the rental rates of the following items: Post Pounder: \$125.00 to \$150.00 BBQ Trailer: \$50.00 to \$75.00		Approved. C429-20 (09-22-20)
AG78	(09/15/20)	RESOLUTION by Councillor Janzen that this Agricultural Service Board recommend Council amend Policy 6310 by amending Clause 2.1. by removing not available to rent through other rental agents within the County's boundaries.		Approved. C430-20 (09-22-20).
AG81	(09/15/20)	RESOLUTION by Member Ross that this Agricultural Service Board direct administration plan to hold the 2021 Trade Show and bring back further information in December for further discussion.		December meeting.

#### Items in Waiting



## Senior Management Team Agricultural Service Board

### Activity Report for October 2020, 2020 Page 2 of 1

Budget Items:

CAO = Chief Administrative Officer

DO= Development Officer

EA = Executive Assistant

Completed Items:

CSM = Corporate Services Manager

AF = Ag. Fieldman

CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
AG133	(12/12/16)	RESOLUTION by Member Watchorn that this Agricultural Service Board table the discussion around the CombCut Selective Mower and bring back information once the University of Saskatchewan field trial study is complete.		2020 OR 2021
AG21	(02/13/17)	RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board table motion AG109(10/17/16) regarding Glyphosate Tolerant Wheat until new information is available.		As of July 16/20 no new info
AG11	(01/29/20)	RESOLUTION by Member Ross that this Agricultural Service Board limit the attendance to the Provincial Agricultural Service Board Conference to three Agricultural Service Board Members when the Conference is being held outside the Peace Region.		January 2021



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board Meeting</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>BOARD REPORTS</b>
File No:	63-10-02

### DESCRIPTION:

At this time the Board members will have an opportunity to present their reports on meetings attended and other agricultural related topics.

### BACKGROUND / PROPOSAL:

### ATTACHMENTS:

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ that this Agricultural Service Board accepts the Board members' written or verbal reports of October 20, 2020 for information.

Initials show support - Reviewed by: Manager: *ABj* AgFieldman: *gc*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Agricultural Service Board
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>FUSARIUM GRAMINEARUM DRAFT BYLAW</b>
File:	63-30-10

### DESCRIPTION:

The Board is presented with draft regional guidelines with respect to fusarium graminearum scouting and enforcement as Administration is seeking more specific direction from the Board on how the draft bylaw and accompanying policy should be structured.

### BACKGROUND:

AG73(09/15/20)

RESOLUTION by Member Ross that this Agricultural Service Board direct administration to draft a bylaw for the purpose of not allowing fusarium graminearum to establish, spread, or impact the economic viability of our agricultural producers and continue with the existing fusarium procedure which includes reimbursing producers for testing their seed for fusarium. **CARRIED.**

### ATTACHMENTS:

1. Draft Fusarium Regional Guideline

### RECOMMENDED ACTION:

RESOLUTION by that this Agricultural Service Board

Initials show support - Reviewed by: Manager:

ABj:

AgFieldman:

GC



## **GUIDELINE 2.2**

### **FUSARIUM GRAMINEARUM**

Department: Crop Diseases

Date Approved: September , 2020

Rescinds: 2015-07-11

PRASB Res. No:

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#### **OBJECTIVE:**

To provide direction for the Peace Region ASB's to reduce the impact of *Fusarium graminearum* (Fg) and offer a measure of uniformity to Peace Region agricultural producers and industry.

#### **PURPOSE:**

Establish a guide for the Peace Region to implement a municipal program for *Fusarium graminearum* in accordance with the municipality's Policies and Bylaws.

#### **DEFINITIONS:**

For the purposes of this Guideline, the following definitions shall apply:

- a. Agricultural Township – an area as defined by Alberta Township System (ATS) that contains a field currently in agricultural production.
- b. Bylaw - Municipal bylaw as per the *Municipal Government Act (MGA)*, R.S.A. 2000, c. M-26 .
- c. Field – a plot of land capable of growing a crop susceptible to *Fg*
- d. Municipal Policy – policy established by each Peace Region Municipality.
- e. Inspector – Agricultural Fieldman or Inspector employed by the Municipality and appointed as an inspector under the municipality's bylaw.
- f. Reported Field - any field for which a complaint is received as having any symptoms or signs of *Fg*.

#### **AUTHORITY:**

*Fusarium graminearum* is a disease capable of causing yield and quality reduction in cereal crops. The rural municipalities of the Peace Region wish to control the spread of *Fg* to the benefit of their agricultural producers and have enacted municipal policies and bylaws under the MGA to control the spread.

The MGA enables a municipality to enact bylaws concerning “the safety, health and welfare of people and the protection of people and property;” (Part 2, Division 1, Section 7(a)).

*Fusarium graminearum*, which infects the land after introduction, is capable of causing negative health effects for people and/or livestock, and reduces marketability of crops infected, falls within the jurisdiction of a municipality’s ability to enact a bylaw.

#### **GUIDELINES:**

1. Each Municipality shall enact a Bylaw which enables the Municipality to address Fg either specifically or generally in a bylaw that addresses Invasive Species
2. The municipality shall appoint Inspector(s) under the bylaw who are authorized to:
  - enter onto land and inspect for *Fusarium graminearum*; and may
  - issue notice specifying measures required to control Fg when found or to prevent *Fusarium graminearum* from establishing.
3. Each Municipality shall have a *Fusarium graminearum* Policy in place.
4. Inspectors will inspect a minimum of 1 field per every agricultural township for *Fusarium graminearum* in the Municipality each year. An attempt will be made to ensure the cereal fields inspected are spread as equally as possible throughout the Municipality.
5. Priorities for inspected fields may include:
  - i) Symptoms are observed through other inspections (i.e. weed inspections)
  - ii) The possibility that infected seed was utilized (i.e. seed was imported from outside the Peace Region)
  - iii) Cereals grown in succession, short rotation and particularly those that includes corn in the rotation
  - iv) Reported Fields

#### **AWARENESS:**

The stakeholders will have access to information as the Region will:

1. Maintain or have available information handouts in a digital, printable format for interested persons and inspectors.
2. Inform Retail Seed Outlets of Municipal Bylaw and Policy requirements and concerns. Advocate that seed being sold be of the highest tolerance varieties, grown locally or from non-infected areas if imported;
3. Advocate that all seed (of host crops) be tested and shown to be Fg free, that any lots testing positive for Fg not be sold for seed, and that all cereal seed sold be treated with a product registered to control *Fusarium graminearum*.

4. Work with seed cleaning plants offering services to their agricultural producers to ensure all cereals are fusarium free prior to entering the plant. In addition work with area seed plants to ensure they share information regarding positive test results for cereal samples submitted to the plants.
5. Advocate longer rotations between host crops.
6. Keep Regional Agricultural Service Board members informed so they may act as ambassadors to inform producers and industry about *Fusarium graminearum*;
7. Inform all Peace Region Agricultural Fieldmen when Fusarium Graminearum is confirmed within a municipality.

#### **ENFORCEMENT:**

When *Fusarium graminearum* is found within the boundaries of any rural Peace Region municipality, the producer will be encouraged to adopt the following measures:

1. Harvest the crop with the total crop being sold or fed, but not sold as or kept for seed;
2. Tarp any loads being transported from the infested land;
3. Clean any crop residue from all equipment and implements before taking it off the infested land
4. Test any grain which is to be fed for mycotoxins & adjust feed ratios to ensure livestock are not affected; severely infected grain may need to be disposed of;
5. Chop & spread straw uniformly during the harvest operation;
6. Treat all seed of a susceptible crop with a product registered to control *Fusarium graminearum*.

When *Fusarium graminearum* is found within the boundaries of any Peace Region municipality, the Municipality should consider adopting the following measures:

1. Notify neighbouring municipalities, Alberta Wheat, Alberta Barley, and Alberta Agriculture and Forestry
2. Ensure the operating producer follows the Alberta *Fusarium graminearum* Management Plan, Municipal Bylaw and Policy
3. The Inspector should issue an Order to remedy contravention under the Municipality's Bylaw that contains the following
  - i. Seed a non-host crop and /or perform summer-fallow for 2 or more consecutive years from initial infestation;

- ii. Clean any crop residue off all equipment and implements before taking them off the infested land.
- iii. For the 2 or more consecutive crop years from initial detection, the Field is to be inspected annually by the Inspector.
- iv. Following the expiry of the Order to remedy contravention , the landowner may return to a tolerant variety of host crop treated with the seed treated with a product registered to control *Fusarium graminearum*.
- v. If an infected field is re-seeded to a host crop prior to the Order expiring, the crop will be dealt with as per the municipality's bylaw and policy.

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Peace Regional Chair

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Director of Peace Region AAF

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Date



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	ASB
Title:	<b>Rental Equipment</b>
File:	63-10-10

### DESCRIPTION:

The Board is presented with the corrected rental rates of the Manure Spreader and Land Leveler Return on Investment reports.

### BACKGROUND:

### ATTACHMENTS:

- Rental Equipment Return on Investment Reports

### OPTIONS:

- Recommend Council increase the rental rates on the following items: Land Leveler (\$\_\_\_\_) and Manure Spreader (\$\_\_\_\_)
- Accept for information

### RECOMMENDED MOTION:

RESOLUTION by... that this Agricultural Service Board recommend....

Initials show support - Reviewed by: Manager: <i>ABJ</i> AgFieldman: <i>AK</i>
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Operational	Manure Spreader	Purchase Price	Rental Rate	Rented	Days	Revenue	Expenses	Depreciation
	Unit 31-64-19	\$31,500	\$ 150.00		52	175 \$ 26,250.00	\$ 19,635.04	\$ 21,000.00
	April, 2009		\$ 150.00 YTD 2020		0	0 \$ -	\$ -	\$ 1,225.00
	Glennor Grain Systems				175	\$ 26,250.00	\$ 19,635.04	\$ 22,225.00

TCA current value Dec 31, 2019 \$ 10,500.00

Average days used per year 15.9

Summary:

Cost to date	\$73,360.04 per day used	\$ 419.20
Revenue to date	\$ 26,250.00 per day used	\$ 150.00
Profit/Loss	-\$47,110.04 per day used	-\$269.20
average RoI	-8%	

Options: Increase rental rate by \$120/day

Operational	Land Leveller	Purchase Price	Rental Rate	Rented	Days	Revenue	Expenses	Depreciation
	Unit 31-64-26	\$19,330	\$ 130.00		55	105 \$ 13,650.00	\$ 2,191.65	\$ 8,284.29
	April, 2012		\$ 130.00 YTD 2020		1	1 \$ 130.00	\$ -	\$ 805.41
	Corn Dog Contracting				106	\$ 13,780.00	\$ 2,191.65	\$ 9,089.70

TCA current value Dec 31, 2019 \$ 11,045.71

Average days used per year 13.1

Summary:

Cost to date	\$30,611.35	per day used	\$ 288.79
Revenue to date	\$ 13,780.00	per day used	\$ 130.00
Profit/Loss	<b>-\$16,831.35</b>	per day used	<b>-\$158.79</b>
average RoI	<b>-7%</b>		

Options: Increase Rental Rate \$30/day

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Agricultural Service Board
Meeting Date:	October 20, 2020
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>Biggest veggie contest Policy</b>
File:	63-10-02

### DESCRIPTION:

The Board is presented with feedback and results from the 3<sup>rd</sup> Annual Biggest Vegetable Contest.

### BACKGROUND:

Administration had weigh in stations help across the County from September 21-24, 2020.

	2020	2019
September 21 <sup>st</sup> – Bear Canyon –	2 people	8 people
September 22 <sup>nd</sup> – Cleardale –	5 people	12 people
September 23 <sup>rd</sup> – Hines Creek –	7 people	4 people
September 24 <sup>th</sup> – Worsley –	10 people	12 people

Total number of entries throughout the week: 72 Adult entries  
35 kids entries

	Adult	Category		Kids	Category
1 <sup>st</sup>	Doug Richardson	Beets	1 <sup>st</sup>	Harper Happ	Beets
1 <sup>st</sup>	Doug Richardson	Cabbage	1 <sup>st</sup>	No entries	Cabbage
1 <sup>st</sup>	Harvey Edmunds	Carrots	1 <sup>st</sup>	Harper Happ	Carrots
1 <sup>st</sup>	Joe & Mary Luka	Onions	1 <sup>st</sup>	Kyle Kamphuis	Onions
1 <sup>st</sup>	Grace Zavisha	Other Squash	1 <sup>st</sup>	Olivia Bean	Other Squash
1 <sup>st</sup>	Doug Richardson	Potato	1 <sup>st</sup>	Harper Papp	Potato
1 <sup>st</sup>	Albert Speck	Pumpkin	1 <sup>st</sup>	Alex Ross	Pumpkin
1 <sup>st</sup>	Grace Zavisha	Tomato	1 <sup>st</sup>	Anthony Bjorklund	Tomato
1 <sup>st</sup>	Doug Richardson	Turnip	1 <sup>st</sup>	Harper Papp	Turnip
1 <sup>st</sup>	Loretta Waughtal	Zucchini	1 <sup>st</sup>	Leila Rossworm	Zucchini
1 <sup>st</sup>	Jody Clay	Corn	1 <sup>st</sup>	Kyle Kamphuis	Corn
1 <sup>st</sup>	Grace Zavisha	Most Unique	1 <sup>st</sup>	Harper Papp	Most Unique
	<b>Total:</b>	<b>\$600.00</b>		<b>Total:</b>	<b>\$600.00</b>

### ATTACHMENTS:

- Policy 6317

### RECOMMENDED ACTION:

RESOLUTION by... that this Agricultural Service Board accept for information the discussion around the 2020 Biggest Vegetable Contest that were held on September 21-24, 2020.

Initials show support - Reviewed by: **Manager:**

*ABj*

**AgFieldman:**

*gc*



# Clear Hills County

Effective Date: **October 22, 2019**

Policy Number **6317**

Title: **BIGGEST VEGETABLE CONTEST**

## **1. POLICY STATEMENT**

- 1.1. Clear Hills County Agricultural Service Board will host an annual Biggest Vegetable Contest.

## **2. DEFINITIONS**

- 2.1. Vegetable: A plant or part of a plant used as food.

## **3. RESPONSIBILITIES:**

- 3.1. Council will include funds in the Operating Budget for cash prizes for this contest.

## **4. GENERAL**

- 4.1. Eligible contestants will live in Clear Hills County or the Village of Hines Creek.

- 4.2. The Contest will have the following vegetable categories:

Beets	Carrots	Corn
Onions	Potatoes	Pumpkins
Tomatoes	Turnip	Zucchini
Other Squash	Most Unique	Cabbage

The Biggest Vegetable Contest will have two entry groups:

- Adults: 13 and over
- Kids: 12 and under

- 4.3. Prizes will be \$50.00 (fifty dollars) for first place in each of the eleven vegetable categories for each entry group (Adults & Kids)

- 4.4. The Biggest Vegetable Contest will be held annually and weighing stations will be set up at each of the following locations over a one week period in September. Photos will be taken of each contestant and/or their entries.

- Bear Canyon
- Cleardale
- Hines Creek
- Worsley

- 4.7. Winners will be announced at the end of the contest, and the pictures of winners and/or their winning entry will be published in the November County newsletter and the following April at the Agricultural Trade Show.

## **5. END OF POLICY**

ADOPTED Resolution: C639-17

December 12, 2017

AMENDED Resolution C506-18 (10-23-18)

October 23, 2018

AMENDED Resolution C552-19 (10/22/19)

October 22, 2019

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>Regional Agricultural Service Board Conference</b>
File:	63-10-02

### DESCRIPTION:

The Board is presented with updated information regarding the 2020 Regional Agricultural Service Board Conference.

### BACKGROUND:

The Regional Agricultural Service Board meeting has changed locations to the Debolt Community Centre.

AG79(09/15/20)      RESOLUTION by Member Ross that this Agricultural Service Board authorize the attendance of Chair Harcourt, Deputy Chair Ruecker or alternate Councillor Janzen to attend the Peace Regional Agricultural Service Board Conference on October 22, 2020 at the Little Smoky Community Hall.      CARRIED.

Chair Harcourt and Deputy Chair Ruecker are already registered to attend the 2020 Regional Agricultural Service Board Conference.

Board members can also view the Regional Agricultural Service Board Conference by Zoom.

### ATTACHMENTS:

- Updated Invitation from Municipal District of Greenview No. 16
- Agenda
- Peace Region Regional Agricultural Service Board Resolutions Rules of Procedure
- Conference Location Directions
- COVID-19 Information

### RECOMMENDED MOTION:

RESOLUTION by... that this Agricultural Service Board authorize the attendance of to attend the Peace Regional Agricultural Service Board Conference on October 22, 2020 via Zoom.

Initials show support - Reviewed by: Manager: <i>ag</i> AgFieldman: <i>gt</i>
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## MUNICIPAL DISTRICT OF GREENVIEW No. 16

August 13, 2020

**Attention: Peace Region Agricultural Service Board (ASB) Chairman**

**RE: 2020 Regional ASB Conference**

Oh behalf of the Municipal District of Greenview No. 16, we are pleased to invite your Agricultural Service Board members to the 2020 Peace Region ASB Conference. The Conference will take place at the DeBolt Community Centre, in the hamlet of DeBolt on Thursday, October 22, 2020.

Please find enclosed the following documents for your information:

- ✓ Regional Agricultural Service Board Conference Resolutions rules and procedures
- ✓ Conference Registration Form
- ✓ Conference Venue Map

Please send your approved resolutions to me by September 24, 2020. Those municipalities with resolutions not included in this package will be considered emergent. Any emergent resolutions should be emailed to me to have an expedient distribution to Peace Region municipalities. These emergent resolutions will require the sponsoring municipality to bring 100 copies of each resolution to the conference and drop them off at the registration desk for distribution.

In order to determine catering and printing of name tages, please forward the names of those attending by October 1, 2020. Should you have any questions, please contact us at (780) 524-7621.

Sincerely,

Quentin Bochar  
Manager of Agriculture Services  
Municipal District of Greenview No. 16

QB/nk



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

### 2020 Regional ASB Conference October 22, 2020

#### AGENDA

- 📅 09:00 - 09:30am **Registration**
- 📅 09:30 - 09:45am **Opening Remarks**
- 📅 09:45 - 10:15am **Alberta Agriculture & Forestry Updates** - Doug McCauley
- 📅 10:15 - 10:45am **Tri Municipal Partnership** - Kevin Keller, MD of Greenview #16
- 📅 10:45 - 11:00am **Coffee Break**
- 📅 11:00 - 11:30am **Bayer Crop Science** - Darrell Chambers (Virtual Presentation)
- 📅 11:30 - 12:00pm **Sustainable Farm Families** - Jordan Jensen, Farm Safety Centre
- 📅 12:00 - 12:45pm **Lunch**
- 📅 12:45 - 01:30pm **Aquatic Invasive Species** - Nicole Kimmel, Alberta Environment and Parks
- 📅 01:30 - 02:30pm **Emergency Preparedness for Communities** - Katherine Altman, AF-EMS Emergency Management Officer, Brad Andres, AF Emergency Management Section (Director), Laura Steward, AF Forestry Specialist, Brice Daly, AEMA Field Officer
- 📅 02:30 - 02:45pm **Coffee Break**
- 📅 02:45 - 03:30pm **Rat and Pest Program Specialist** - Karen Wickerson, Alberta Agriculture and Forestry
- 📅 03:30 - 04:30pm **Resolutions**

## Emergency Preparedness For Communities: You Can Make A Difference!

Preparing for emergencies by an individual or a community can be a complex and overwhelming task as there is lots to consider. During an emergency or incident, livestock are often forgotten or low on the priority list, amongst all of the responsibilities that a Municipality or an agency leading the response is tasked with. Often this can result in unnecessary losses and additional stress on the responders, the producers, the livestock and the community.

Three Government of Alberta program areas will share best practices that lead agencies should know and consider to prepare for and help mitigate the impacts of an incident. Presentations will be provided by:

AEMA (Alberta Emergency Management Agency) Field Officer Unit  
Alberta FireSmart Program  
Alberta Agriculture and Forestry Emergency Management Section

### Presenters Biographies and Pictures

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#### Agriculture and Forestry (AF), Emergency Management Section (EMS)



Brad Andres, AF Emergency Management Section (EMS), Director

Brad joined the Alberta government in 2005 to work in the Emergency Management field. As an emergency manager in the provincial government, he has been involved in the Province's work on many different events (the 2011 Slave Lake Wildfire, 2013 South Alberta Floods, 2016 Wood Buffalo Wildfire). Brad is currently the Director of the Emergency Management Section on the agriculture side of the Ministry of Agriculture and Forestry. He works closely with the teams from animal health, crop health and food safety branches to ensure that the department has plans in place and is ready to respond to outbreaks in those areas.



Katherine Altman, AF-EMS, Emergency Management Officer

Katherine joined Agriculture in 2003 and immediately began working with producer-led industry groups and individuals impacted by BSE. Over the next decade, Katherine was involved in livestock files like the Northern Diseased Bison, Interprovincial Cervid Trade and Livestock Traceability. In 2013, Katherine started her first Emergency Management work with Southern Alberta Flood impacted communities. Since then she has worked with the department's EM Section as an Alternate Consequence Management Officer on various incidents and moved over full-time in the Fall of 2019.

## Forestry FireSmart



Laura Stewart, AF Forestry Specialist

Laura Stewart has worked with Alberta Agriculture and Forestry for the last six years as a FireSmart Specialist. Prior to joining the Alberta team, Laura spent four years with a municipal fire department as the Community Safety Education Coordinator. In this role, Laura was responsible for coordinating all home fire safety, emergency preparedness, and injury prevention programming. In 2012, FireSmart planning and education were added to Laura's portfolio and she led a grassroots community FireSmart program. Laura is committed to taking a collaborative approach to FireSmart in the province and is eager to hear from community partners on the barriers they face with their local FireSmart efforts!

## Alberta Emergency Management Agency (AEMA)

Brice Daly, AEMA Field Officer, Northwest Region

Brice has served as the Northwest AB Field Officer since 2005, based in the Grande Prairie field office. Brice's career in public safety includes structural firefighting, EMS, safety codes (building and fire) as well as six years as a municipal liaison officer with Municipal Affairs, Public Safety Division. Liaising directly with 44 Local Authorities, Brice assists local Directors of Emergency Management in disaster mitigation, preparedness, response and recovery.



## **Regional Agricultural Service Board Conference Resolutions Rules of Procedure**

### **1. Regional Resolution Committee**

- a. Shall consist of:
  - i. A representative or alternate elected at the Regional Conference to sit on the Provincial ASB Committee and to act as the Chairman of the Regional Resolutions Committee.
  - ii. The Agricultural Fieldman or their designate who must be an Association of Alberta Agricultural Fieldmen (AAAF) member from the hosting Agricultural Service Board as Secretary.
  - iii. The Regional Director of AAAF.
  - iv. An Agricultural Service Board member from the hosting Board selected by that Board.
  - v. The ASB Grant Program Manager representing Agriculture and Forestry (AF) or their designate.
- b. The representative and alternate elected at the Regional Conference to sit on the Provincial ASB Committee shall be an elected or appointed member of an ASB in that region.
- c. Election of the representative and alternate shall take place at the beginning of the Resolution session in odd numbered years at each ASB Regional Conference, term of office to be two years. The representative (or alternate) shall assume the chair immediately following the conclusion of the resolutions session.

### **2. Responsibilities of Regional Resolution Committee Members**

- a. The Chairman shall:
  - i. Chair Regional Resolutions Committee meetings
  - ii. Chair the presentation of Resolutions at the Regional Conference
  - iii. Attend all Provincial ASB Committee meetings
  - iv. Assist in presenting Resolutions at the Provincial Conference
- b. The Secretary shall:
  - i. Advise Agricultural Service Boards that Resolutions must be forwarded four weeks prior to the Regional Conference
  - ii. In conjunction with the Regional Resolutions Committee, review, seek clarification if necessary, compile, and distribute resolutions to Agricultural Service Boards in the Region, at least one week prior to the Regional Conference
  - iii. Record proceedings of Regional Resolutions Committee meetings, and the presentation and voting on resolutions at the Regional Conference
  - iv. Forward all approved resolutions to the Provincial ASB Committee Secretary.
- c. All other members shall:
  - i. Assist with presentation of resolutions at the Regional Conference
- d. All costs incurred by the members of the committee for attending meetings will be reimbursed by each individual member's employer.

### **3. Resolutions**

- a. Resolutions shall be submitted in an approved format and shall follow the procedures for selecting, preparing and drafting resolutions as set out in Appendix "A" attached to this document.
- b. Resolutions, regional or provincial in scope, and having been passed by a majority at a local Agricultural Service Board meeting shall be forwarded to the Secretary of the Regional Resolutions Committee four weeks prior to the Regional Conference.
- c. Late resolutions must be either:
  - i. Submitted to the Regional Conference with sufficient copies for all voting delegates and attendants (approximately 125); or
  - ii. Be displayed in a manner that all persons are able to review the resolutions, for example, projected on a screen for all to read.
- d. Late resolutions must be accepted by a simple majority of the assembly.

### **4. Procedures**

- a. Resolutions submitted to the Regional Conference shall be handled in the numerical order assigned by the Chairman unless 3/5 of the voting delegates on the floor agree to accept a resolution out of numerical order.
- b. Each resolution must have a Mover and a Seconder.
- c. Only the "Therefore Be It Resolved" section will be read.
- d. The Chairman shall call on the Mover and Seconder to speak to the resolution and then immediately call for anyone wishing to speak in opposition.
  - i. If there is no one to speak in opposition, the question shall be called
  - ii. If there are speakers in opposition, the Chairman shall at his discretion call for anyone other than the Mover or Seconder to speak to the resolution before the debate is closed
- e. Anyone wishing to amend a resolution must then speak to the resolutions as written, or anyone wishing clarification must speak up. All amendments must have a Mover and Seconder.
- f. Only one amendment will be accepted at a time and only one amendment to the amendment will be accepted on any resolution.
- g. The Chairman has the discretion to request a written amendment.
- h. The Mover and Seconder are allowed five minutes in total to speak to the resolution or amendment. The Seconder may waive his right to speak and the Mover would be allowed the full five minutes.
- i. The Mover and Seconder have the right to close the debate and a maximum of two minutes each will be allowed for this.
- j. All other speakers, for or against the resolution, are allowed a maximum of two minutes.

### **5. Voting and Speaking**

- a. Voting members of Agricultural Service Boards/Agricultural Committees shall be recognized voters on any resolution.
  - i. In the South Region, each ASB shall select two voting delegates to the Regional Conference who shall display the voting credentials and be recognized voters on any resolution (October 1997).
  - ii. In the Peace Region, each ASB shall select two voting delegates to the Regional Conference who shall display voting credentials and be recognized



voters on any resolution (ratified by ASB Provincial Committee November 2016).

- b. An Agricultural Service Board member may have any person speak to a resolution by their request.
- c. All resolutions are passed or defeated by simple majority.

#### **6. Procedures for Approved Resolutions**

- a. Secretaries of the Regional Resolutions Committee shall:
  - i. Submit Regional Resolutions to the appropriate agencies as soon as possible following the Regional Conference.
  - ii. Regional Resolutions shall also be submitted to the Provincial ASB Committee for information.
- b. Submit Provincial Resolutions to the Provincial ASB Committee Secretary within five working days of the Regional Conference.

#### **7. Amendments to the Regional Rules of Procedure**

- a. An amendment to Regional Rules of Procedure may be initiated by simple motion from:
  - i. The Provincial ASB Committee
  - ii. Any Voting Delegate at the Provincial ASB Conference
  - iii. The Regional Resolutions Committee if the proposed amendment were to affect only that Regional, subject to ratification by the Provincial ASB Committee
  - iv. Any Voting Delegate at a Regional Conference if the proposed amendment were to affect only that region, subject to ratification by the Provincial ASB Committee.
- b. Amendments must be accepted by a simple majority of all voting delegates at the Provincial ASB Conference.
- c. Amendments that are carried will take effect at the next Regional Conference.

## **REGIONAL PROCEDURES FOR SELECTING, PREPARING AND WRITING RESOLUTIONS**

1. Well in advance of the regional conference, discuss as a board the concerns of your farmers. Determine the factors affecting their economic well-being as well as those limiting their capability to maintain or improve agricultural production.
2. Make a list of concerns and rate each as to its level of importance.
3. Divide your concerns into the following categories:
  - a. **Local Concerns**
    - i. Concerns that are local in nature.
    - ii. Your board has the authority and capability to deal with these concerns. If local or provincial finances are available you may wish to initiate programs or projects or policy to satisfy these concerns.
  - b. **Regional Concerns**
    - i. Concerns that are regional in nature.
    - ii. You have the authority and capability to deal with these concerns but wish to request the support (cooperative action) of bordering Agricultural Service Boards, government departments or other agencies. Note: These concerns may be taken to the regional conference with a request for action at the regional level. e.g. You may be concerned about scentless chamomile, its movement and spread in hay, crop seed in the region, etc. You would like the support of all boards in the region as well as government agencies in slowing down spread and in working towards common objectives. If such a resolution was passed at the regional conference, your regional resolutions would forward the request for support to all boards in the region plus the appropriate government agency.
  - c. **Provincial Concerns**
    - i. Concerns that are provincial in nature.
    - ii. In order to deal with these concerns at the local level, you require a change in provincial policy. Note: When writing your resolutions make certain you do not ask the province to do something that you already have authority at the local level to do. Because most concerns will ultimately need to be dealt with locally, ask for a change in provincial policy that would enable you as a board to take the necessary action. Resolutions that are provincial in scope, if passed by the regional conference, could be forwarded to the provincial conference for action.
4. Conduct some research on your regional and provincial concerns to:
  - a. Ensure that these concerns were not submitted as resolutions previously and that action has already been taken regionally or provincially.
  - b. Check with those agencies that you expect to respond to your concern (resolution). Determine if they are aware of the need and whether any action is being considered.
  - c. Obtain sufficient background information to be able to write and defend your resolution.
5. Write your resolutions with sufficient "whereas" statements to ensure that those reading the resolution will be able to understand your request.
  - a. All "whereas" statements should relate specifically to your request.

## **APPENDIX "A" – AGRICULTURAL SERVICE BOARDS**

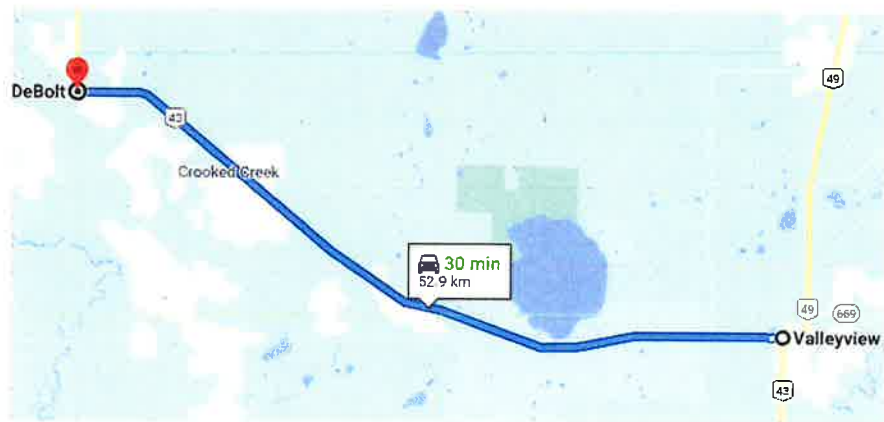
- b. Resolutions need to be presented with only one "Therefore Be It Resolved" statement.**
    - i. If other closely related requests are required in the resolution, it may be appropriate to add no more than two 'Further Therefore Be It Resolved' statements.**
    - ii. If you wish to make additional requests for action, it is appropriate to write another resolution.**
- 6. Each resolution submitted for consideration must be accompanied by background information consisting of the history of the issue and potential impacts for the sponsoring municipality and the province-wide impacts for municipalities.**
- 7. The resolution shall be presented in the approved format as indicated on the following page.**

# Accommodations

A block of rooms has been set aside at the Paradise Inn located at 3609 Highway Street in Valleyview. Please quote MD2020 to receive the discounted rate of \$119.00 per night

## Conference Location Directions

The Hamlet of DeBolt is located 53 kms west of Valleyview on Highway 43



# RELAUNCH CONSIDERATIONS - TEMPLATE

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As part of your plans to reopen your business, you may wish to share how you are reducing the risk of transmission of COVID-19 among your staff and customers.

The template includes considerations to help guide you as you plan to open. This should be completed using Alberta's [Workplace Guidance for Business Owners](#), which provides general guidance applicable to all sectors; as well as sector-specific guidelines available on [Alberta Biz Connect](#) and any additional requirements of your business or sector association.

## Guidelines:

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### Distancing Measures – Refer to page 8

**Considerations:** How will you ensure people maintain 2 metres between each other? Do you need to maintain directional traffic flow? How would you limit congregating (e.g., in break rooms, communal spaces, rest areas, etc.)? How will you limit the overall number of people in your space? Refer to the Personal Protective Equipment (PPE) section to mitigate the risk of transmission when 2 metre distancing cannot be maintained.

- Signage will be posted as reminders for physical distancing
- Masks provided when physical distancing can not be maintained
- No more than 6 people at one table and tables will be 2 meters apart
- Separate ingress and egress locations
- No handshaking to limit the chance of exposure by eliminating this gesture from the event
- Capacity limits will be followed

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### Cleaning – Refer to pages 5-6

**Considerations:** How will cleaning on high touch surfaces be maintained in your location (e.g., bathroom, chairs, doorknobs, break rooms)? How will you train and ensure workers or volunteers keep equipment clean? If you are a business, how will work surfaces, order screens, debit machines and cash registers be cleaned?

- Tables and chairs will be sanitized before and after sessions
- Assigned seating as much as possible to limit contact
- Disinfecting wipes available for attendees to wipe their chairs and table areas
- Lights will be left on in every area during event to limit contact surfaces

# RELAUNCH CONSIDERATIONS - TEMPLATE

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## Screening for Symptoms - Refer to page 4

**Considerations:** How will you be aware of symptoms in staff, customers, congregants or volunteers, such as fever, sore throat, cough, runny nose or difficulty breathing? Have you provided education or communication of self-monitoring of symptoms? Have you identified a space where staff or volunteers can be separated from others if they develop symptoms? Have you considered what you would do if you see increased absenteeism due to illness or isolation requirements? Have you considered absenteeism policies that encourage staff members or volunteers to stay home when ill, in quarantine (self-isolation), or if they are taking care of children or someone who is ill? Are you maintaining a log of staff or volunteer attendance? What is your response plan for staff who come to work with symptoms?

- All guest will be required to answer the screening questionnaire regarding symptoms or exposure to COVID 19
- Guest attendance tracked for contact tracing for two week after the event

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## Personal Protective Equipment (PPE) – Refer to pages 6-7, Appendix C

**Considerations:** How will you promote PPE use (e.g., masks or gloves) when people are unable to be 2 metres apart? If 2 metres cannot be maintained and PPE is necessary, where would you obtain it? Have you considered installing physical barriers (e.g., acrylic plastic window or high-walled cubicle) to reduce exposure when 2-metre distancing is hard to maintain?

- Sanitizer provided at entry, before food and to all guests
- Masks provided to all guest to use when physical distancing can not be maintained

When food is served masks and gloves will be worn by servers, no shared condiments or items guest will be served everything

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## Responsibilities

**Considerations:** Who will be responsible for ensuring staff, customers, congregants and volunteers are following your precautions? Have you updated contact information for staff and volunteers so that they can be notified in the event of a known exposure? What would your approach be if you had to manage a situation where there was apparent non-compliance with your plans/direction?

Emergency contact information included in Greenview's Rapid Response Plan which can be provided upon request

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## IMPORTANT CONTACTS

Call 911 to report any emergency.

Safety Advisor  
780-552-4039

Regional Fire Chief  
780-552-4513  
785-524-7628

Enforcement Services  
780-552-4621

HR Manager  
780-524-7655

Valleyview Hospital  
780-524-3356

Grande Prairie Hospital  
780-538-7100

Grande Cache Hospital  
780-827-3701

# RAPID RESPONSE PLAN

**Municipal District of Greenview**

**July 2020**

## Purpose

The health and safety of our employees and community is Greenview's highest priority. We want to ensure that you have access to the services and support you need during these unprecedented times. It is important that you support and take care of yourself and each other so we can work together to continue to support our community.

Facilities and organizers are required to have a rapid response plan in place to manage COVID, the following symptomatic participants, spectators, and staff.

This Rapid Response Plan sets out a fast-action plan for:

1. Symptomatic workers, contractors, self-employed persons, service providers, visitors, and members of the public.
2. Notification from AHS of a confirmed case of COVID that attended a MD worksite, or worksite through contact tracing.

If you notice or are alerted that a guest or staff member is showing symptoms of COVID-19, the actions to take are outlined in this document.

Failure to comply with these procedures could result in corrective action. Refer to **Policy #3001-01 Safety Infractions**.

## Roles & Responsibilities

Greenview is committed to excellent safety performance in all operations. Refer to **Policy #5012 Occupational Responsibilities** that outlines the responsibilities of all levels of workers within the organization.

## Communications

- Develop and distribute internal and external communications including:
  - Internal Communication
  - External Communication
  - Media release
  - Social media/web content
  - Worksite signage
- Act as the primary point of contact for all media inquiries
- Oversee all crisis communications

## Emergency Contact Directory

Name	Title	Phone	Email
Melanie Mezo	Safety Advisor	780-552-4039	<a href="mailto:Melanie.Mezo@mdgreenview.ab.ca">Melanie.Mezo@mdgreenview.ab.ca</a>
Wayne Brown	Regional Fire Chief	780-552-4513 780-524-7628	<a href="mailto:Wayne.Brown@mdgreenview.ab.ca">Wayne.Brown@mdgreenview.ab.ca</a>
George Ferraby	Enforcement Services	780.552.4621	<a href="mailto:George.Ferraby@mdgreenview.ab.ca">George.Ferraby@mdgreenview.ab.ca</a>
Erin Klimp	Human Resources Manager	780-524-7655	<a href="mailto:Erin.Klimp@mdgreenview.ab.ca">Erin.Klimp@mdgreenview.ab.ca</a>
Name		Phone	
RCMP		911	
Fire Department		911	
Enforcement Services		780-552-4621	
Valleyview Hospital		780-524-3356	
Grande Prairie Hospital		780-538-7100	
Grande Cache Hospital		780-827-3701	
Alberta Health Services		811	

## COVID Response Procedure

### Isolate Guest

Immediately isolate the symptomatic person from others. If an isolation room/ space has not been identified or is unusable, direct individual away from all other patrons, and staff.

- Advise them that they are symptomatic and that they need to be isolated from others.
- Staff member to ensure they are wearing a mask, gloves, and staying at least 2 meters away from the symptomatic person.

### Mask Up Symptomatic Person

- Provide a mask for the symptomatic person to don. Do this without touching the person while maintaining 2 meters between them.
  - For example, you can put the mask down on a surface and move away so the symptomatic person can pick it up and don.
- If you have an additional mask or access to a mask and/or face shield, sanitize your hands and put the mask and/or shield on.
- Masks are located at all facility entrances and/or staff have been provided hand made masks.

### Interview Symptomatic Person

Once the symptomatic person has the mask on, gather additional details from the individual. Providing information is voluntary for the patron.

You must obtain the individual's consent and advise them of the purpose and legal authority for the collection, which is for contact tracing and Alberta Health Services.

Information to get from symptomatic person:

- a. Arrival time to facility.
- b. Areas of the building they went.
- c. When they started noticing symptoms.
- d. Contact details (including full name, address, and phone number).

#### Release Symptomatic Person

- **Advise them that they may leave in their own vehicle** but must go directly home to avoid potential exposure to others.
  - a. Symptomatic individual to be asked to drive directly home and to call when they have arrived safely.
  - b. Symptomatic individual will be advised to self-isolate until they can be tested for COVID-19.
- **If the individual who is symptomatic walked into the facility**, ask them to provide contact details for a family member (preferably one who lives in the same household) that will be able to transport them to their home for self-isolation.
  - a. They cannot use transit or taxis, uber, or other rideshare services.
  - b. Call their family member to come to pick them up, explain the concern and ask for arrival time.
  - c. Communicate arrival time and coordinate pick up of the symptomatic person once family member arrives.
- **If symptoms are severe call 911** and ensure to inform dispatch that it is a symptomatic person.

### Emergency Response

1. Once the individual who may have been exposed to COVID-19 is isolated, it is important to ensure no one else may be exposed.
2. Your Supervisor and Safety Advisor are to be contacted to advise them of the potential exposure and advised to have all patrons leave the facility or the area of the facility visited by the person. Patrons and visitors will be advised to sanitize their hands on their way out of the facility or asked to not enter a certain area of the facility.
3. If the area cannot be sectioned off patrons in the facility will be asked to leave and advised that someone in the facility may be infected with COVID-19. They will also be advised to sanitize their hands before they leave the facility.
4. To ensure all persons exiting the facility have sanitized their hands, staff members will be deployed to all exits.
5. Doors will be locked to prevent further exposure.
6. Sweep the building and ensure all patrons have left the facility.
7. Once the individual has been removed from the worksite, the **Pandemic Custodial Response** is deployed.

### Medical Response

If an injury or illness is reported to or observed by a worker an initial assessment is performed.

If after initial assessment it is deemed to be a:

- **MINOR:** While providing first aid, First Aiders will be as hands off if possible. This includes providing supplies so that the injured person or parent/member of the cohort group performs first aid. If this is not possible, the First Aider will provide first aid.
- **MAJOR:** The First Aider will attend with the COVID-19 First Aid Kit and wear proper pandemic PPE (gloves, mask, face shield and gown). If required, the First Aider will request emergency services be contacted.

Once the individual has been removed from the facility, refer to the **Pandemic Custodial Response**.

### Pandemic Custodial Response

- From the information provided by the patron, identify locations where the individual may have touched/visited.
- Contact cleaning services and advise them of the need for a deep clean with the identified potential exposure touch locations.
- Sanitize high touch locations that staff will come into contact with only, such as door handles, elevator buttons, countertop, etc.

### Reporting Incident

Report the incident to your immediate supervisor and Safety Advisor.

The Manager of the Facility and/or Service Department will be tasked with reporting the incident with Alberta Health Services.

### Rapid Response Plan – Aquatics & Medical Response

Aquatic Centre staff must be familiar with Lifesaving Society and Canadian Red Cross for specific guidance on mitigating the risk of COVID transmission during First Aid.

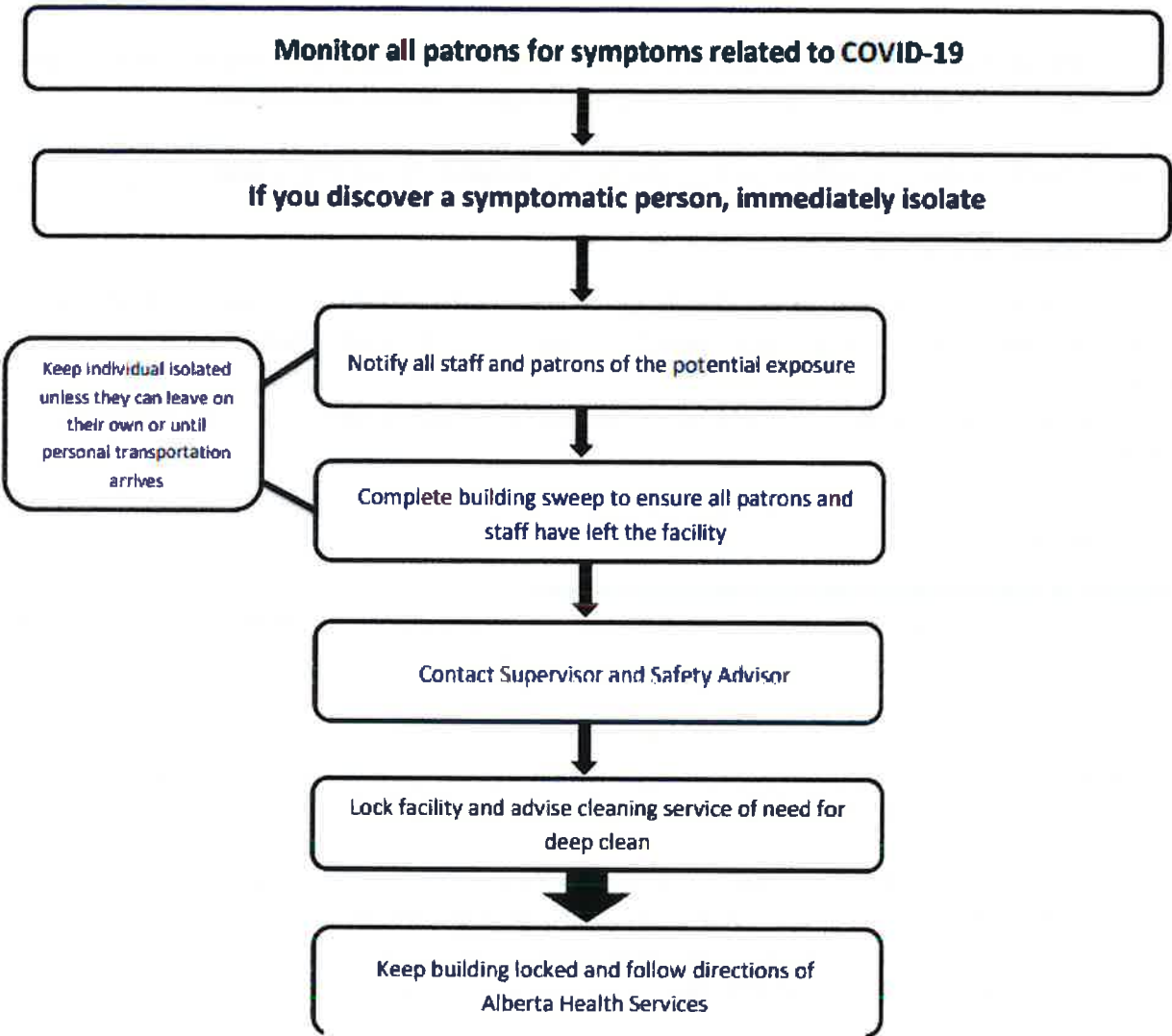
- If someone's heart stops, and the First Aider is concerned they may have had respiratory symptoms, it is at the individual's discretion to perform or not perform mouth-to-mouth breaths based on personal preference.
- It's still important to call emergency medical services and find an AED.
- If the individual chooses to perform breaths, they can also use a barrier device, such as a pocket mask, to help protect themselves.

CPR with breaths is recommended for people who have been trained in CPR, but as an alternative, hands-only CPR can be performed until help arrives if the First Aider is unsure about putting their mouth on a stranger's mouth, or has concerns the person may have COVID-19.

- If the individual chooses to perform hands-only CPR, they should first call 9-1-1, lay a cloth, a towel, or clothing over the person's mouth and nose to prevent any potential spread of the virus through contaminated air or saliva, and then push hard and fast in the centre of the person's chest until advanced help arrives.

If the First Aider believes the person may have COVID-19, they should state their concerns to the emergency response telecommunicator so everyone who responds can be aware of the potential for COVID-19 transmission.

COVID Response Flow Chart





# Clear Hills County

## Request For Decision (RFD)

Meeting:	Agricultural Service Board
Meeting Date:	July 15, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>EVENTS</b>
File:	63-10-02

### DESCRIPTION:

The Board is presented with events for their consideration.

### BACKGROUND:

- Peace Country Beef and Forage Association Feeding Cows Workshop Series on November 10, 2020 at the Bonanza Hall starting at 12:30 p.m.

### ATTACHMENTS:

- Cost estimate per event
- Feeding Cows Workshop Poster
- October/November/December

### RECOMMENDED ACTION:

RESOLUTION by... that this Agricultural Service Board...

Initials show support - Reviewed by: Manager:

*ABj*

AgFieldman:

*AC*

Upcoming Events Cost estimate per day per individual

Event	Location	Dates	# of days	Registration	Kms roundtrip from Worsley	Mileage	Room	Meals	Personal Allowance	Per Diem	Total Cost per person per day
Peace Regional ASB Conference	Debolt Community Hall	October 22, 2020	1	75	440	\$255.20	\$0.00	\$0.00	\$0.00	\$192.84	\$523.04
Feed Cows Workshop	Bonanza Hall	November 10, 2020	1	\$15	310	\$179.80	\$0.00	\$0.00	\$0.00	\$192.84	\$387.64
\$910.68											

Honorarium Budget: \$ 26,400.00  
Remaining: \$ 14,288.30

Travel & Sub. Budget: \$ 25,000.00  
Remaining: \$ 14,173.63





## Feeding Cows Workshop Series

Learn key principles of ration balancing, the basics of Cowbytes & bring your feed samples to build your own rations with ruminant nutritionist Barry Yaremco

Nov 9th - 9:30AM	La Crete	MARA
Nov 9th - 7:00PM	Manning Legion Hall	NPAA
Nov 10th - 12:30PM	Bonanza Hall	PCBFA
Nov 12th - 9:30AM	Sunset House Community Centre	PCBFA

PCBFA and NPAA hosted workshops:  
\$15 for members, \$20 for non-members

Masks will be mandatory and provided

Attendance is limited, register early to  
guarantee your spot!

For more details or to register:

PCBFA	NPAA	MARA
780-523-4033	780-836-3354	780-927-3776
<a href="http://peacecountrybeef.ca">peacecountrybeef.ca</a>	<a href="mailto:nora@npaa.ca">nora@npaa.ca</a>	<a href="http://mackenzieresearch.ca">mackenzieresearch.ca</a>



ALBERTA PULSE  
GROWERS



High Prairie  
Seed Cleaning Plant

Supported by:

*Alberta Wheat*



# October 2020

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
				1	2	3
4	5	6	7	8	9	10
11	12 Thanksgiving	13 Council Mtg.	14	15	16	17
18	19	20 ASB Mtg.	21	22 Peace Region ASB Conference BR, BH, and/or DJ	23	24
25	26	27 Council Mtg.	28	29	30	31 Happy Halloween

## **Legend:**

BH – Brian Harcourt

BR – Baldur Ruecker

MR – MacKay Ross

GC – Garry Candy

JW – Julie Watchorn

DJ – David Janzen

All – All available members

# November 2020

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
1	2	3	4	5	6	7
8	9	10 Council Mtg.  Feed Cows Workshop	11 Remembrance Day County Closed	12	13	14
15	16	17 ASB Mtg & Organization Mtg.	18	19	20	21
22	23	24 Council Mtg.	25	26	27	28
29	30					

## **Legend:**

BH – Brian Harcourt  
 BR – Baldur Ruecker  
 MR – MacKay Ross  
 GC – Garry Candy  
 JW – Julie Watchorn  
 DJ – David Janzen  
 All – All available members

# December 2020

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
		1	2	3	4	5
6	7	8 Council Mtg.	9	10	11	12
13	14	15 ASB Mtg.	16	17	18	19
20	21	22 Council Mtg.	23	24 Christmas Eve	25 Christmas Day	26 Boxing Day
27	28	29	30	31 New Year's Eve		

## **Legend:**

BH – Brian Harcourt

BR – Baldur Ruecker

MR – MacKay Ross

GC – Garry Candy

JW – Julie Watchorn

DJ – David Janzen

All – All available members

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>VSI PROGRAM</b>
File:	63-10-40

### DESCRIPTION:

Annually the Board reviews the Veterinary Services Inc. (VSI) Program. Any proposed changes are then forwarded to the VSI administrator for consideration at the VSI Annual General Meeting that is held each November.

### BACKGROUND:

The annual general meeting is November 13, 2020 at the Peace Valley Inn in Peace River, Alberta. Councillor Janzen, as Council rep, is the designated County representative that attends the VSI meetings.

### ATTACHMENTS:

- VSI agreement
- Clear Hills County Schedules A& B
- Annual General Meeting letter
- Agenda
- Minutes November 8, 2020 Board of Directors Meeting
- Minutes November 8, 2020 Annual General Meeting
- VSI 2019 Financial Statements

### OPTIONS:

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ that this Agricultural Service Board authorize Councillor Janzen to attend the Veterinary Services Incorporated Annual General meeting being held on November 13, 2020 at the Peace Valley Inn in Peace River, Alberta.

Initials show support - Reviewed by:

Manager:

AF:

RECEIVED

DEC 06 2019

This agreement made effective as of January 1, 2020.

CLEAR HILLS COUNTY

Between

V.S.I. SERVICES (1980) LTD.

A body corporate under the laws of the Province of Alberta (hereinafter called "V.S.I.")

and

CLEAR HILLS COUNTY in the Province of Alberta, representing the district ratepayers (hereinafter called the "Municipal Jurisdiction").

Whereas the parties hereto are parties to an agreement in writing dated January 1, 2019 (hereinafter referred to as the "agreement"); and

Whereas the agreement, by its terms, is deemed to terminate on December 31, 2019; and

Whereas the parties hereto desire to continue the agreement in full force and effect for the period from January 1, 2020 to December 31, 2020.

Now therefore this agreement witnesses that in consideration of the premises and the covenants hereafter contained:

1. The agreement shall be deemed to continue in full force and effect for the period from January 1, 2020 to December 31, 2020 and all references to any date or dates in the agreement and the term of its termination shall be amended accordingly.
2. Schedule "A" 50/50 and Schedule "B" to the agreement shall be dated effective January 1, 2020
3. The Municipal Jurisdiction agrees to provide V.S.I. with the funds necessary to implement, administer and carry out the Veterinary Health Program until this agreement is terminated. The Municipal Jurisdiction agrees to advance the sum of

**SIXTY-FOUR THOUSAND (\$64,000.00) DOLLARS**

to establish the Veterinary Health Program in the Jurisdiction for the 2020 calendar year.

...2

The parties agree to observe and perform all other terms, covenants, conditions and provisions on the part of each of them respectively contained in the agreement subject only to the amendments contained herein.

V.S.I. SERVICES (1980) LTD.

Per



Rik Vandekerkhove

Signed, sealed and delivered  
in the presence of:



Witness



Clear Hills County



DEC 06 2019

**CLEAR HILLS COUNTY**

CLEAR HILLS COUNTY

Until this Tariff is amended, and subject to the terms and conditions of the year 2020 contract, VSI Services (1980) Ltd. will pay the listed VSI fee charged by the veterinarian for the services stated herein. All other charges levied in association with the service(s) being claimed must be shown on the invoice.

**Note:** Unless otherwise noted all **flat rate and hourly fees** are fully **inclusive** which means the **fee includes local anaesthetic procedures** (including the drugs), **surgical packs, suture materials, stitch removal and all drug administration procedures.**

**CATTLE**

**A. Ancillary (add-on) Services**

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Clinic Outpatient Fee	9	46.40	23.20	23.20

**Note:** This fee can **only** be **claimed** in conjunction **with another valid VSI claim**. It can only be charged once per occurrence. It is **not** a **per animal** fee.

Epidural	1	35.80	17.90	17.90
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**Note:** Epidurals can **only** be **claimed** in conjunction **with dystocias** (code 31), **embryotomies** (code 44 & 45) & **prolapse revisits** under code 52.

Intramuscular or Subcutaneous Injections	3	6.50	3.25	3.25
Intravenous Injections	4	13.00	6.50	6.50
Stall Fee (calves - per 24 hr.)	10	33.40	16.70	16.70
Stall Fee (older animals -per day)	11	50.80	25.40	25.40
Oral Drug Administration	5	36.10	18.05	18.05
Subconjunctival injection	7	13.00	6.50	6.50

**Note:** Codes 3, 4, 5 & 7 can **only** be **claimed once per animal** and only in conjunction with a code 26, 27, 50, 51, or 52 claim.

X-ray (2 views)	2	148.30	74.15	74.15
X-ray (subsequent views - each)	21	30.80	15.40	15.40
X-ray – Digital Equipment Surcharge	8	41.50	20.75	20.75

**Note:** Please be judicious in taking x-rays in situations where the x-ray won't add to the diagnosis or alter the course of treatment (e.g. most cases of broken legs in calves).

**B. Flat Rate Inclusive Surgical Procedures**

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Abscesses	28	190.90	95.45	95.45
Claw Amputation	17	273.60	136.80	136.80
Epididymectomy	20	293.50	146.75	146.75
Eye Enucleation	16	408.40	204.20	204.20
LDA (Left Displaced Abomasum)	22	475.20	237.60	237.60
Omphalitis – Intra-abdominal debridement	35	285.40	142.70	142.70

**Note:** For superficial procedures with minimal debridement use code 28

RDA (Right Displaced Abomasum)	23	530.30	265.15	265.15
Rumen Fistula	24	192.00	96.00	96.00
Sole Abscess	29	147.30	73.65	73.65
Torsion (abomasal or intestinal – calves < 200#)	14	302.10	151.05	151.05
Umbilical Hernia (eviscerated in newborn calve)	18	302.10	151.05	151.05
Urethrostomy	15	238.40	119.20	119.20
Vasectomy	19	322.10	161.05	161.05



**C. Flat Rate Obstetrical and Reproductive Services**

Note: Oxytocin and/or uterine boluses are included in all obstetrical procedures.

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Caesarean Section	41	544.80	272.40	272.40
Dystocia	31	247.10	123.55	123.55
Embryotomy (1 or 2 cuts)	44	369.10	184.55	184.55
Embryotomy (3 or more cuts)	45	435.90	217.95	217.95

Note: Code #1 (epidural) can be added, as appropriate, with codes 31, 44, 45 & 52.

Scrotal Circumference Measurement	65	25.40	12.70	12.70
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Note: This fee only applies for bulls eliminated from further breeding soundness evaluations.

Semen Test (1 <sup>st</sup> bull)	60	109.00	54.50	54.50
Semen Test (2 <sup>nd</sup> to 10 <sup>th</sup> bull)	61	77.10	38.55	38.55 each
Semen Test (11 <sup>th</sup> to 50 <sup>th</sup> bull)	62	70.30	35.15	35.15 each
Semen Test (51 <sup>st</sup> bull plus)	63	63.60	31.80	31.80 each
Pregnancy Testing (per head)	6	5.60	2.80	2.80 each

Note A higher fee can be charged for the first animal as per the AB.VMA fee schedule but VSI will only pay the VSI rate for the first animal.

Prolapses				
-Rectal	74	128.40	64.20	64.20
- Uterine	71	243.80	121.90	121.90
-Vaginal	81	166.70	83.35	83.35
-Vaginal & Rectal	84	192.00	96.00	96.00
Uterine Torsion (manual correction)	46	269.20	134.60	134.60

**D. Hourly Rates for Surgical & Professional Services**

Note: Rates are quoted for 1/4 hour (15 minute) intervals. -- All of the services in this section are fully inclusive and an hourly rate can't be used for services for which a flat rate fee has been established.

Code 12A/12B or 13A/13B claims CAN'T EXCEED 1½ hours (parts A & B combined)

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Surgery (major)	12A	96.00	48.00	48.00
Non Surgical Professional time	12B	57.80	28.90	28.90
Surgery (minor)	13A	64.80	32.40	32.40
Non Surgical Professional time	13B	57.80	28.90	28.90

Note: Only the actual surgical time should be claimed under codes 12 & 13. Time required for related services, e.g. examination, surgical preparation, immediate post surgical treatments, etc. should be claimed under codes 12B or 13B.

Professional Services (general)	25	57.80	28.90	28.90
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Note: This fee is used:

- For herd health visitations and/or problems (max. 2 units for set-up Veterinary-client-Patient Relation)
  - In place of codes 50, 51, 52 & 55 as specified in section "E"
  - When more than two postmortems are conducted
  - When a single animal is examined, euthanized then subjected to a postmortem
  - Other instances as agreed to or recommended by the VSI Manager
- Time claimed for codes 12, 13 & 25 should be consistent with time required by a veterinarian of average competence.

**E. Flat Rate Non-Surgical Professional Services**

SERVICE	VSI Code	Maximum fee	50% VSI fee	50% CLIENT fee
Cast Application (closed reduction)	26	134.90	67.45	67.45
Cast Removal	27	63.60	31.80	31.80
Examination	50	109.00	54.50	54.50
Examination (2 <sup>nd</sup> animal)	51	74.40	37.20	37.20
Examination (re-visit)	52	74.40	37.20	37.20
Next 24 hr IV hook-up + monitor (NEW)	53	74.40	37.20	37.20
I.V. Hook - up (1 <sup>st</sup> & 2 <sup>nd</sup> no monitor)	55	121.90	60.95	60.95

Note: This code includes the examination and is for situations where the animal is not hospitalized for follow-up care.

I.V. Hook - up + 24 hour monitor	56	190.90	95.45	95.45
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Note: Only for calves up to two months old. It includes the exam and professional services for the first 24 hours. Code 53 should be used to cover professional services in subsequent 24 hour periods.

Services normally covered by codes 50, 51, 52 & 55 will be claimed under code 25 when more than two (2) claims are made using any combination of codes 50, 51, 52 & 55

Services normally covered under 50 in combination with flat fee(s) of equal or greater value automatically become code 51 - second animal

Postmortem - Brain Removal	99	72.30	36.15	36.15
Postmortem - 300 pounds or less	90	114.40	57.20	57.20
Postmortem - 300 to 800 pounds	91	123.10	61.55	61.55
Postmortem - over 800 pounds	92	185.20	92.60	92.60

Note: For more than 2 postmortems at the same time make a single code 25 claim.

Technovit Block - Application of	30	95.50	47.75	47.75
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Note: Materials are included in this service

**PIGS****All Services**

Note: With the exception of the following pig services are to be billed by the hour under codes 12, 13, or 25, as appropriate:

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Examination	50	109.00	54.50	54.50
Examination (2 <sup>nd</sup> animal)	51	74.40	37.20	37.20
Examination (re-visit)	52	74.40	37.20	37.20

Note: Codes 3, 4 & 5 can be claimed with codes 50, 51 & 52, as appropriate

Postmortem - 20 pounds or less	93	77.10	38.55	38.55
Postmortem - 20 to 100 pounds	94	82.50	41.25	41.25
Postmortem - over 100 pounds	95	100.80	50.40	50.40

Note: For more than 2 postmortems at the same time make a single code 25 claim.

**SHEEP & GOATS****All Services**

Note: Most sheep and goat services can be billed by the hour under codes 12, 13, or 25, as appropriate, with the exception of the specific flat rate codes in this section:

All of the sheep codes are inclusive with the exception of codes 33, 50, 51 & 52 where the same conditions apply as for cattle.

Oxytocin and/or uterine boluses are included in all obstetrical procedures.

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Caesarean	43	345.70	172.85	172.85
Dystocia	33	153.80	76.90	76.90
Examination	50	109.00	54.50	54.50
Examination (2 <sup>nd</sup> animal)	51	74.40	37.20	37.20
Examination (re-visit)	52	74.40	37.20	37.20

Note: Codes 3, 4 & 5 can be claimed with codes 26, 27, 50, 51 & 52, as appropriate.

Semen Test (1 <sup>st</sup> animal)	66	92.30	46.15	46.15
Semen Test (subsequent animals)	67	70.10	35.05	35.05
Postmortem - 20 pounds or less	96	77.10	38.55	38.55
Postmortem - 20 to 100 pounds	97	82.50	41.25	41.25
Postmortem - over 100 pounds	98	100.80	50.40	50.40

Note: For more than 2 postmortems at the same time make a single code 25 claim.

Prolapse - Rectal	76	109.00	54.50	54.50
Prolapse - Uterine	73	159.10	79.55	79.55
Prolapse - Vaginal	83	109.00	54.50	54.50

**ELK & BISON****All Services**

Note: The only services covered for elk & bison are pregnancy tests, semen tests and postmortems. Pregnancy & Semen tests can be charged at the flat rates for cattle or by the hour under code 25

Assuming that the hourly rate will only be used when the flat rate is not adequate you are asked to consider whether the extra amount is justified due to the inherent difficulty in working with these species or whether it is due to poor facilities or inadequate help. If the problem is poor facilities or poor help then the producer should assume 100% of the extra fees.

The following codes apply to postmortems for elk & bison:

SERVICE	VSI Code	Maximum Fee	50% VSI fee	50% CLIENT fee
Postmortem - Brain Removal	99	72.30	36.15	36.15
Postmortem - 300 pounds or less	90	114.40	57.20	57.20
Postmortem - 300 to 800 pounds	91	124.10	62.05	62.05
Postmortem - over 800 pounds	92	186.70	93.35	93.35

Note: For more than 2 postmortems at the same time make a single code 25 claim

## V.S.I. SERVICES (1980) LTD.

### SCHEDULE "B"

Annexed to and forming a part of the agreement dated **effective January 1, 2020**

Following are some of the services not payable by V.S.I. Services (1980) Ltd

- a) castrations
- b) dehorning
- c) dockings
- d) spaying heifers
- e) embryo transplants
- f) routine trimming of feet
- g) meat inspection
- h) scrotal hernias - all species
- i) umbilical hernias - all species
- Note: With the exception of eviscerated hernias in newborn calves
- j) cryptorchid surgery- all species
- k) insurance examinations (including mortality, loss of use exams & reports)
- l) listed herd and dispersal sales
- m) shows & sales
- n) endorsement fees
- o) export testing
- p) parentage sampling
- q) routine vaccinations
- r) all drugs and medicines
- s) all laboratory fees
- t) waiting time
- u) after hours or holiday fees
- v) mileage
- w) services relating to quality assurance programs such as CQA & QSH.
- x) internal fracture fixation procedures
- y) hospitalization for any **service not listed in Schedule "A"**
- z) Services under codes 12A/B & 13A/B over & above 1½ hours
- aa) Exams for non-conventional treatments and those treatments. (Examples: adjustments, acupuncture etc )
- ab) **VCPR consultations for a period longer than 2 units of code #25**

All "Schedule A" services for species not specifically identified on "Schedule A"

Note: All jurisdictions cover "Schedule A" services for the bovine, porcine, caprine and ovine species. Some jurisdictions cover some, or all, "Schedule A" services for alternative livestock species (e.g. elk, bison, deer, etc.). The specific species and services covered will be identified on the "Schedule A" that was approved by that particular jurisdiction.

Any other veterinary services not specifically listed in Schedule "A" as amended from time to time.



October 12, 2020

Mr. Allan Rowe, CAO  
Clear Hills County  
Box 240, Worsley, AB , T0H 3W0

Dear Allan,

The **Annual General Meeting (AGM)** of V.S.I. Services (1980) Ltd. will be held on **Friday November 13, 2020 at 10:00 a.m.** at the **Peace Valley Inns – 9609 101 St.** Peace River, AB.

The following documents are enclosed:

1. Agendas for the AGM and Board of Directors meetings
2. Minutes of the 2019 AGM
3. Minutes of the 2019 Board of Directors meeting
4. Financial Statement for 2019.

I took the liberty to include a second set of documents to be forwarded to your representative. Please ensure that she / he receives his information package for this meeting and is aware about the **level of support that your jurisdiction is willing provide in 2021.**

In view of the current uncertainty regarding the Covid-19 situation at that time, we will try and make this meeting available via Zoom Conference. **If this is an option your representative(s) want to pursue, I will require confirmation of their intent to attend via Zoom** rather than in person, as well as the most appropriate **email to confirm** and set up the link.

Once again, a recommendation will be made to base the 2021 VSI fee schedule on the rates suggested by the Alberta Veterinary Medical Association. Their full schedule will not be available until beginning of December. Hopefully we will have some indication of their intended increases to help us setting our rates for 2021.

I thank you for your support of VSI in the past and look forward to continuation of the VSI program in your jurisdiction in 2021.

If you have any questions please feel free to contact me. Thank you

Rik Vandekerkhove DVM  
Manager

cc. Greg Coon  
Sarah Hayward

**AGENDA**  
**V.S.I. MEMBERS MEETING**  
**Friday November 13, 2020.**  
**PEACE VALLEY INNS**  
**9609 101 ST. PEACE RIVER, AB**  
**10:00 A.M.**

- 1) Call to Order
- 2) Introductions
- 3) Additions to the Agenda
- 4) Approval of the Agenda
- 5) Minutes of the November 8, 2019 meeting
- 6) Business Arising from the Minutes
- 7) Manager's Report
- 8) VSI Update (Round Table Discussion)
- 9) Approval of New Members
- 10) Deletions from Membership list
- 11) Nominations for Veterinary Directors
- 12) Other Business
  - a) Telemedicine
    - Exams
    - Post mortems – Client or tech based
    - other
  - b) VCPR Renewals –
  - c) Add AI to schedule B.
  - d) Blood transfusion
  - e) Bees as an eligible species
  - f) Preview of 2021 fee schedule
  - g) Compensation for Veterinary Directors / attending veterinarians
  - h) Communications.
  - i) Items from the floor
- 13) Adjournment

AGENDA  
V.S.I. BOARD OF DIRECTORS MEETING  
**Friday November 13, 2020**  
PEACE VALLEY INNS  
9609 101 ST. PEACE RIVER, AB

**Immediately following the V.S.I. Members Meeting**

**Note:** VSI members and other invited guests can participate in this meeting but only the Directors have a vote.

1. Call to Order
2. Additions to the Agenda
3. Approval of the Agenda
4. Minutes of the November 8, 2019 Board of Directors Meeting
5. Business arising from the minutes
6. Retiring Directors
7. Appointment of Directors for 2021
8. Review of 2019 Financial Statements
9. Appointment of Accountant for the 2020 Fiscal Year
10. Approval to destroy V.S.I. claim forms and contracts up to and including 2013.
11. Requisitions for 2021
12. Items brought forward from the AGM
13. Veterinary Fee Schedule for 2021
14. Review of President's Honorarium
15. Election of Executive
16. Other Business
  - a) Review of manager
  - b) Setting date next AGM and Director's meeting.
  - c) Other
17. Adjournment

**Minutes**  
**VSI Services (1980) Ltd**  
**Board of Directors Meeting**  
**November 8, 2019**

**DIRECTORS IN ATTENDANCE:**

<u>NAME</u>	<u>MUNICIPALITY</u>
Dale McQueen	Woodlands County
Dale Smith	MD of Greenview #16
Gerald Manzulenko	Birch Hills County
Brian Harcourt	Clear Hills County
Terry Ungarian	County of Northern Lights
Walter Sarapuk	Mackenzie County
Mike Krywiak	MD of Bonnyville #87
Sandra Melzer	MD of Lesser Slave River #124
Norm Boulet - alternate	MD of Smoky River #130
Ken Herlinveaux	MD of Peace #135
Peggy Johnson*	MD of Fairview #136
Rik Vandekerckhove	Manager

Note: \* indicates new Director for the Municipality

**OTHERS**

Sebastian Dutrisac	Northern Sunrise County

**TELECONFERENCE (Courtesy of Mosaik Veterinary Partners)**

Sheila Kaus	Big Lakes County
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**REGRETS**

Evan Lowe	Emerson Trail Veterinary Services Ltd.
Darlen Beniuk*	Lac La Biche County
Ed Armagost	Saddle Hills County
Tara Guglich	Mighty Peace Veterinary Clinic (Grimshaw)

**1. Call to Order**

The meeting was called to order by President Terry Ungarian at 12:48 pm

**2. Additions to the Agenda**

move article 13 ahead of 12

**3. Approval of the Agenda**

Moved by Dale Smith that the agenda be adopted as amended.



## CARRIED

## 4. Approval of Minutes – Board of Directors November 9, 2018

Errors or omissions

Correction: Sebastian Dutrisac is from Northern Sunrise County, not MD of Smoky River

It was moved by Dale McQueen that the minutes of November 8, 2018 meeting of the Board of Directors be approved as corrected

## CARRIED

## 5. Business arising if any

None

## 6. Retiring Directors

It was moved by Dale McQueen that the following resignations from the Board of Directors be accepted.

## CARRIED

George L'Heureux	Lac La Biche County
Phil Kolodychuk	MD of Fairview #136

7. Appointment of Directors  
Following motion

It was moved by Walter Sarapuk that the following appointments to the Board of Directors be accepted

Darlen Beniuk	Lac La Biche County
Peggy Johnson	MD of Fairview #136

## CARRIED

8. Auditor's Report – 2018 Financial Statement

Moved by Dale McQueen that the 2018 Notice to Reader be accepted.

CARRIED

2019 Estimates – Dr. Vandekerkhove

This year most jurisdictions are in reasonable shape, but some could end up with a deficit, especially once administrative costs are included in the mix. Our overall spending has increase. I did not increase the overall estimate of our expenses beyond what I believe them to be in the future.

At risk are the county of Woodlands, Birch Hills, and Mackenzie as well as the MD's of Bonnyville and Lesser Slave River. Amounts are likely to be such that no interim requisition will be necessary, and shortfall will be added to final dollar request for 2020.

9. Appointment of Accountant for 2019 fiscal year

We managed once again to stay within the promised \$1.00 discrepancy, making 2018 once again uneventful on the accounting side. Sue Madden indicated that she would be willing to once again investigate this for us next year. Her bill of \$840 was the same than last year.

Moved by Gerald Manzulenکو that H & R Block of Fairview be appointed to prepare a **“Notice to Reader”** for the 2019 fiscal year

CARRIED

10. Approval to Destroy Claim Forms

Moved by Peggy Johnson that V.S.I. claim forms and contracts up to and including 2012 be destroyed

CARRIED

11. Requisitions for 2020

Dr. Vandekerkhove makes the same proposal as last year for determining the dollar amount that is put into the contract between VSI and Municipal Jurisdictions.

The proposal is to base the 2020 requisition estimates on actual claims from October 1 of 2018 to September 30<sup>th</sup> of 2019 with an adjustment based on an estimate of what the new fee schedule will cost plus an estimate of administration & GST costs. This would be the amount put in the 2020 contracts.

Furthermore, to add in a 10% contingency again this year so that it is less likely that we would have to go back and request additional funds should our estimates be too low.

The requisitions, which will go out in early February, after all the 2019 claims have been paid, and will be based on actual costs for 2019 with an adjustment based on an estimate of what the new fee schedule will cost with a 10% contingency plus an estimate of administration & GST costs. Surpluses will be deducted from the actual requisitions and deficits will be added.

Ask for Motion(s) on Contract and Requisition amounts

Moved by Gerald that Contract and requisition amounts will be based as indicated with a 2.8% fee-based increase with a 10% contingency with estimated GST and Administration cost.

CARRIED

Note: Item 13 (appeal) was dealt with first

12. Items from the AGM

Contract issues reg a: mileage, after hours, Dispensing fee vs drug costing.

Moved by Dale McQueen that recommendation to remove item 10 i) from the contract be accepted, and that dispensing fees would be allowed for not-seen animals.

CARRIED

Coding in combination with flat fees

Moved by Dale Smith that the recommendation to allow two code #51 as extra exams beside (a) flat fee(s) of equal or greater value be accepted

CARRIED

Compensation for Veterinary Directors

Moved by Gerald Manzulenکو to allow a honorarium for attending veterinary directors based on an average compensation of the councilors (\$250) and mileage as per Province of Alberta guidelines. Attending veterinarians could qualify for similar compensation, but this requires a confirming vote by the AGM each year

before granted. If attending by teleconference mileage compensation is not allowed.

CARRIED

Noncompliance with contract

Moved by Walter Sarapuk that a letter be sent setting an end date for compliance. If not met contract would not be renewed till full listing of comparable charges for VSI clients and non-VSI clients is presented showing adherence to the contract principle of not charging the VSI clients more than non-VSI clients.

13. Appeal of manager decision/action to enforce contract extra fees – mileage

Dr. JM Pozniak does not believe the action taken by the manager towards him regarding the enforcement of the extra fees limits under 10 i) of the contract to be reasonable and made his decision clear that he would appeal it after the procedure was explained. He later agreed to postpone the decision to the AGM / Board of directors and was willing to wait till then on the payment. As a result the appeal was added to this board meeting, rather than have an extra board meeting during the summer months.

Dr. Pozniak explained his reasons for appeal.

- Mileage was not changed from before he took over the clinic. While he had signed the contract, he had initially signed it as an associate, not worrying over the details as they were handled by management. Once he took over, the renewal was a shortened version, so he did not realize there was something on the extra fees that he was not compliant with. The sudden change to enforcement interfered with his intended management of the way his practice was run. (discouraging traveling)

- Other arguments were the same as presented during The AGM on the mileage issue.

- The fact emergency fees during the day were not allowed hindered him as a sole practitioner to deal with the effect of such emergencies on the normal booked agenda of his clinic.

Discussion followed

Moved by Sandra Melzer to approve his appeal on the mileage constriction and allow payment of the claims that were on hold till settlement of the appeal, relieving his necessity to comply with section 10 i) of the current contract.

CARRIED with one opposed

Dr. Pozniak withdrew his appeal on the daytime emergency fee not being allowed and will comply with this requirement.

14. Items Relating to the Fee Schedule

It was moved by Dale Smith and seconded by Gerald Manzulenکو that Schedule A is to be increased by 2.8% for the 2020 year.

CARRIED

15. Review of President's Honorarium

The President's Honorarium is currently set at \$725 per year. If the AGM has approved a 2.8% increase for the fee schedule it would be reasonable to suggest that the President's Honorarium be similarly increased

Moved by Dale Smith that the President's Honorarium be set at \$725 for 2020.

CARRIED

16. Election of Executive

President

Brian Harcourt nominated Terry Ungarian for the position of President.

Sandra Melzer moved that nominations cease

CARRIED

Terry Ungarian was declared President by acclamation

Vice-President

Walter Sarapuk nominated Peggy Johnson for the position of Vice-president.

Sandra Melzer moved that nominations cease.

CARRIED

Peggy Johnson was declared Vice-president by acclamation.

Veterinary Directors

Dale McQueen moved that the Board accept the recommendation from the AGM that Dr. Lowe & Dr. Guglich be approved as Directors.

CARRIED

17. Other Business
  - a. Manager Review

Dale McQueen moved to have a 3% increase for hourly rate for the manager

CARRIED

Date for next AGM and Directors meeting

November 13, 2020 is set as the likely next date for the 2020 AGM and Board of directors meeting

18. Ken Herlinveaux moved that the meeting be adjourned at 1:38pm

CARRIED

**Minutes  
Annual General Meeting  
VSI Services (1980) Ltd  
November 8, 2019**

Attendees

DIRECTORS IN ATTENDANCE:

<u>NAME</u>	<u>MUNICIPALITY</u>
Dale McQueen	Woodlands County
Dale Smith	MD of Greenview #16
Gerald Manzulenko	Birch Hills County
Brian Harcourt	Clear Hills County
Terry Ungarian	County of Northern Lights
Walter Sarapuk	Mackenzie County
Mike Krywiak	MD of Bonnyville #87
Sandra Melzer	MD of Lesser Slave River #124
Norm Boulet	MD of Smoky River #130
Ken Herlinveaux	MD of Peace #135
Peggy Johnson*	MD of Fairview #136
Tara Guglich	Mighty Peace Veterinary Clinic (Grimshaw)
Rik Vandekerkhove	VSI Manager

Note: \* indicates new Director for the Municipality

**REGRETS**

Evan Lowe	Emmerson Trail Veterinary Services Ltd.
Darlen Beniuk *	Lac La Biche County
Ed Armagost	Saddle Hills County
Dessa Dawn Nicholson	Saddle Hills County
David Marx	Big Lakes County

**OTHERS**

Janice Boden	MD of Bonnyville #87 – assistant ag field man
Sheila Kaut	Big Lakes County
Sebastian Dutrisac	Northern Sunrise County
Zoe Ross	Dawson Creek Veterinary Clinic
Kathrin Langlois	Birch Hills County -Assistant Ag fieldman

**TELECONFERENCE - Courtesy of Mosaik Veterinary Partners**

Wendy Quist	Frontier Veterinary Services Ltd
Jocelyn Gibson	High Prairie Veterinary Clinic
JM Pozniak (partly reg appeal)	Greenview Veterinary Clinic

1. Call to Order

The meeting was called to order by President Terry Ungarian at 10.00 a.m.

2. Introductions

3. Additions to Agenda

- k) non-following of the contract
- l) items from the floor

4. Approval of the Agenda

Moved by Walter Sarapuk that the agenda be adopted as amended.

CARRIED

5. Minutes of last AGM – November 9, 2018

Minutes were presented for review

Moved by Dale McQueen that the minutes of the November 9, 2018 Annual General Meeting be approved

CARRIED

6. Business arising from the minutes

Noted that the initial minutes draft would be forwarded to CAO and AG Fieldman / contact for MD in the next few weeks

7. Manager's Report

Dr. Vandekerkhove presented the managers' report

Q: By Dale Smith regarding email- contact with clinics – counties is it working.

R.: While not always ideal, it does work within the current confines

Moved by Gerald Manzulenکو that the Manager's Report be accepted.

CARRIED



A copy of Dr. Vandekerkhove's report will be attached to the file copy of these minutes.

8. VSI Update (Round Table Discussion)

Dale Smith

MD of Greenview will stay with the current 50/50 split

Dale McQueen

Woodlands County will remain with the current 50/50 split and conditions – 20 bulls, 400 preg checks

Walter Sarapuk

Mackenzie County will stay with the current 50/50 split – also has individual support agreement with the local veterinary Clinic in Fort Vermilion

Gerald Manzulenko

Birch Hills County will remain with current 50/50 split

Norm Boulet

MD of Smoky River will maintain current 50/50 split with overall limit of \$2,500 per client per year

Mike Krywiak

Md of Bonnyville will maintain the current 50/50 split, limit of 20 bulls

Sebatian Dutrisac

Northern Sunrise County will remain with the 50/50 split

Ken Herlinveaux

MD of Peace will maintain the 50/50 split with a \$1,800 cap per producer

Sandra Melzer

MD of Lesser Slave River Stay with the 60/40 split with limit of 8 bull semen tests and 200 preg checks

Peggy Johnson

MD of Fairview will be changing to a 60/40 Split from the current 70/30 split in place

Brian Harcourt

Clear Hills County will remain with the 50/50 split

Terry Ungarian

County of Northern Lights

Maintaining the 50/50 split currently in place

Sheila Kaus

Big lakes County will continue with the 50/50 split and the limits induced this year of 10 Bull Semen Tests per producer per year and 200 preg checks.

Other issues

Dale Smith brought up the issues of trying to deal with dead stock other than the current landowners' options of disposal on site.

No trucking available in most of the areas

Sandra Melzer brought up that in the Westlock area there was possibility of pick up for \$72/ animal, but only in a certain mileage range

Brian Harcourt Support for VCPR – is being provided with limit on time actively supported

Terry Ungarian this year they were faced with the threat of evacuation due to forest fires – the livestock side was ill prepared for this eventuality

Country of Northern lights host is hosting an open house on November 21, 2019

#### 9. Approval of New Members

The following veterinarians have applied for VSI membership

Dr. Eric Burow

Peace River Veterinary Clinic

Dr. Charlotte Corbett

Dawson Creek Veterinary Clinic

Dr. Danielle Gutter

Fairview Veterinary Clinic Ltd.

Dr. Kayleigh Mahony

Hilltop Veterinary Clinic

Dr. Carmen Schneider

Dawson Creek Veterinary Clinic

It was moved by Peggy Johnson that Drs. Burow, Corbett, Gutter, Mahony, and Schneider be approved as V.S.I. members.

CARRIED

#### 10. Deletions from Membership list

Drs. Kelli Haggett, Amy Hery, Trevor Jackson, Mira Kelada, Chris Kiepal, Richard Mc Watt, Emily Wilson, & Bogdan Zydalgo did not sign a 2019 VSI contract thus are no longer eligible to be members of VSI. Sadly Dr. Faintuk passed away so his membership will also be retired

Dale Smith moved that Drs. Haggett, Hery, Jackson, Kelada, Kiepal, Mc.Watt, Wilson, Zydalgo, & Faintuk be removed from the VSI membership list.

CARRIED

As of this date there are fifty-two (52) veterinary members out of the seventy- six (76) that signed a 2019 contract. Two veterinarians are in the process of signing on. We are down four (4) – likely to become two (2) veterinarians from 2018 and our membership has increased by 1 in overall numbers

Dr. Zoe: These numbers may mask a bit the underlying issue of a declining number of veterinarians in rural practices. There are more ads out for Veterinarians and Veterinary assistants than ever before. Where it used to be more single practitioner clinics in rural areas, it now includes multi- vet facilities, even into the cities. Burn-out and mental health issues are at a higher level than in other professions. Reason are multiple, but limitation to funding of Veterinarians colleges does not help the situation.

#### 11. Nomination of Veterinary Directors

Last year Drs. Guglich and Lowe were the veterinarian Directors. They are the first line of support for the manager regarding veterinarian interpretation. Dr. Evan Lowe asked me to pass on his regrets to not being able to make the meeting but has indicated his willingness to serve again.

Dr. Tara Guglich indicated she would also be willing to serve again.

Dr. Ross and Dr. Quist declined at this time

Dr. Tara Guglich was nominated by Ken Herlinveaux

Dr. Evan Lowe was nominated by Sandra Melzer

Dale McQueen moved that nominations cease.

Moved by Walter Sarapuk that the Drs. Guglich &

Lowe be recommended for appointment to the Board of Directors.

CARRIED

#### 12. Other Business

##### a) Veterinary Client Patient Relationship (VCPR)

Overall the impact from the VCPR addition to the schedule has been limited. At the same time, that is not necessary the case for individual municipalities. Four municipalities have seen impact on their budgets as a result.

On an individual base the impact for the current year ranges from 5% over 3.1% to 2.4% for the municipalities affected, for others it was below 1.1% to non-existing.

For the present veterinarians, new clients were required to have VCPR. For existing clients this mostly was based on a continuous relationship, without additional specific VCPR charges

Moved by Dale McQueen to recommend to the board that current VCPR support level stays in place.

### CARRIED

#### b) contract issues

There has been this year some issue with the extra fees. In the contract description for these is under item 10 i)

“ All additional fees including but not restricted to travel (kilometer) fees, after hours fees, waiting time, etc. and such additional fees shall not exceed the amounts prescribed in the most recent AB.VMA suggested fee schedule.”

In the past limited to no close verification has been done on this as most clinics adhered to this. This year it became an issue and so there may be a need to revise this portion of the contract.

As a background the reason for this is that our schedule A compensation is based on the ABVMA suggested fee schedule. In the past it was looked upon that if we support the farmers in their veterinary costs, the veterinary cost should be based upon (not copy) the ABVMA suggested fee schedule. While VSI does not actively support these fees, VSI considered it prudent to include this link in other areas such as extra fees. Part of this was the impression higher fees for non-supported fees would give third parties. It may be looked upon then as just a support for veterinarians, not affecting the overall cost to farmers – thus negating the support to them. This would make VSI as an entity more susceptible to political and financial considerations on the funding level.

#### i) Mileage

ABVMA suggests per km one way, or zone approach

Discussion followed with the counter arguments based on the following  
-Since VSI does not support it, so should not necessarily impede the individual decisions to set their own non-supported fees.

-Driving is a much less productive use of available time for the veterinarian, and takes him away from the clinic where other clients may also be looking for services.

-Prevents in certain cases maximum use of clinic facilities.

-Local costs and comparable rates in other professions

Consensus was reached that mileage fee restrictions be removed. Client-vet agreement.

#### ii) After hours

ABVMA suggests an after-hour rate past 8 pm, and on other times the clinic is closed. VSI has allowed this to be applied outside of business hours.

## Discussion followed

Consensus was reached that the after-hours restriction would be removed

iii.) dispensing fees vs drug costing.

VSI does not allow a dispensing fee to be added to dispensed medication, even if this medication is for an additional animal that is not presented. In the past drug prices have been checked by both Jim and myself on the basis of the normal applied drug mark-up applied by the clinics. Recently I noticed one clinic that routinely has a much greater mark-up on used medication. As the contract is mute on the exact allowed mark-up for drugs, I have not continued my push to keep mark-ups within the most used range. This is now creating a divergence of measures on drug prices. Also to be considered is the new rules regarding dispensing of medication, which creates a bigger administrative burden on the veterinarian to dispense for this not seen animal. Do we need a firmer drug cost wording in the contract or do we want to re-consider the dispensing fee for not seen animals?

Consensus was to allow a dispensing fee for medication for additional animals. No change in the contract regarding drug mark-up.

Moved by Mike Krywiak that the contract be amended by removing section 10 i), as well as allow a dispensing fee on medication dispensed for additional not-seen animals.

CARRIED

c) In house lab costs

There has been an increase in in house lab charges applied to claims. Some of them, as a skin smear in clinic, have been considered part of the general exam. Up until now I have dealt with most of these as lab costs, which are excluded under our contract. The ABVMA has a fee schedule for in house lab charges, but it includes interpretation, where we considered that to be part of the exam.

Moved by Sandra Melzer to accept for info only

CARRIED

d) Coding in combination with flat fees

There currently is the provision in schedule A that in combination with flat fee procedures with cost equal or greater than that of a code #50 (examination) an additional animal will be considered as an extra animal – code #51- with a reduced fee. There is also the rule that more than 2 exams need to be coded under

code#25 – professional fee per hour. A third rule is that if in combination with a flat fee a second animal examined requires both these exams to be charged under a code #25. It would appear no veterinarian ever read the last rule. I would suggest that we allow a second animal to be also coded under the code #51. Three or more extra exams would be still need to be charged under code #25.

Moved by Sandra Melzer that we recommend to the board to allow a second extra exam under code #51 in combination with (a) flat fee(s) of equal or greater cost than a general exam (code#5) cost. When more than two (2) claims are made using any combination of codes 50, 51, 52 & 55 they will be claimed under code #25

CARRIED

e) Extensive herd treatment

Last year there was a case where the veterinarian with a couple Tech's treated a whole herd due to the fact the owner was away for work. This resulted in a fair-sized support for what in most cases would be an owner's responsibility. At the same time, it still falls within our definition of herd health.

Moved by Gerald Manzulenکو to accept for info only

CARRIED

f) Pot Belly pig classification.

The question was posed if pot belly pigs fall under VSI since it is a pig. Manager's decision was no, but he would want confirmation that is an appropriate stance

Moved by Sandra Melzer to accept for info only

CARRIED

g) Bees as an eligible species

proposition was put forward by a municipality to include bees as an eligible species. Due to the VCPR requirement they now require veterinary support for medication.

Discussion followed

Moved by Gerald Manzulenکو that this item will be taken back to the individual Councils

CARRIED

h) Mileage to be added to schedule A

Proposition was put forward by a municipality to include mileage under schedule A, receiving support from VSI

Moved by Dale Smith to accept for info only

CARRIED

i) Preview of 2020 fee schedule

Over the past number of years V.S.I. has mostly supported increasing the fee schedule in the amount recommended by the AB.VMA. The AB.VMA told Dr. Vandekerkhove that council is going to request increasing their fees with **2.8 %**. This increase is based on the Consumer Price Index for Alberta. The Food Animal Committee meeting will be held beginning of December, and they are likely to follow this request.

Moved by Dale Smith to recommend the board that 2020 year fee schedule be increased by 2.8 % from the current schedule

j) Compensation for Veterinary Directors

Last year it was suggested in the directors meeting to perhaps set an honorarium for the veterinary directors as they are the only ones not being paid for their time at the meeting or during the year. What is the opinion of the members?

Moved by Gerald Manzulenکو to recommend to the board that attending Veterinarian Directors would be paid an honorarium equal to an average of the councilors remuneration for this meeting plus mileage compensation based on the Alberta Provincial Compensation Guide. All veterinarians who attend in person may be eligible for a similar compensation but requiring a yearly confirmation vote in the AGM before application. Veterinarians attending the meeting by teleconference may be eligible for the honorarium portion only (no mileage) if approved in the yearly confirmation vote in the AGM.

CARRIED

k). non compliance to contract

Last year we had a clinic not follow the rule that VSI clients cannot be charged more than non-VSI clients for the same service. The clinic was made aware of this, and remedies were implemented as per contract. An additional request was made for them to provide us with their 2019 charge list for both VSI

and non-VSI clients, as proof this was remedied for this year. This request was also made during previous encounters of this breach of contract with other veterinarians/clinics, and to my knowledge was always complied with. There was reluctance to comply, so the request was repeated after every claim submission, with no results till the last quarter. However, only a non-VSI client equivalent of the submitted claims was provided, not the requested full listing of their charges. In those comparison there was once again a higher charge for VSI clients on one recurring code (Clinic fee). It also showed an item at a much higher rate for the non-VSI client. That particular item was capped at the maximum VSI fee for the VSI client as per contract. Previously in discussion with one of the veterinarians it was indicated that the charges were not under the veterinarian's control. No promise could be made by that person that they would comply with the request to provide a list, as the financial aspect was not under veterinarian control. The contract provides the possibility to not renew the contract for veterinarians that do not follow the VSI versus non VSI client charge rule.

Recommended by Sandra that letter be send indicating the need to comply and be given a date by which compliance has to be adhered to in order to get renewal offer.

### 13. Adjournment

Brian Harcourt moved for adjournment at 12:40 pm.



**V.S.I SERVICES (1980) LTD**  
**Financial Statements**  
**Year Ended December 31, 2019**  
*(Unaudited - See Notice To Reader)*

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### NOTICE TO READER

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On the basis of information provided by management, I have compiled the statement of financial position of V.S.I Services (1980) Ltd as at December 31, 2019 and the statements of revenues and expenditures and changes in net assets for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Fairview , Alberta  
October 5, 2020



Katalac Professional Services  
Marjorie Wieben

**V.S.I SERVICES (1980) LTD**  
**Statement of Financial Position**  
**December 31, 2019**  
*(Unaudited - See Notice To Reader)*

	2019	2018
<b>ASSETS</b>		
<b>CURRENT</b>		
Investments	\$ 304,887	\$ 289,909
Accounts receivable	5,906	5,932
	<u>\$ 310,793</u>	<u>\$ 295,841</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Bank overdraft	\$ 127,005	\$ 129,898
Unrestricted Net Assets	183,788	165,943
	<u>\$ 310,793</u>	<u>\$ 295,841</u>

**V.S.I SERVICES (1980) LTD**  
**Statement of Revenues and Expenditures**  
**Year Ended December 31, 2019**  
*(Unaudited - See Notice To Reader)*

	2019	2018
Grants	\$ 669,600	\$ 668,300
<b>COST OF SALES</b>		
Claims	<u>601,414</u>	<u>589,142</u>
	68,186	79,158
<b>EXPENSES (Schedule 1)</b>	<u>55,219</u>	<u>50,893</u>
<b>EXCESS OF FEES OVER EXPENSES FROM OPERATIONS</b>	12,967	28,265
<b>OTHER INCOME</b>		
Interest income	<u>4,878</u>	<u>4,270</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<u>\$ 17,845</u>	<u>\$ 32,535</u>

**V.S.I SERVICES (1980) LTD**  
**Statement of Changes in Net Assets**  
**Year Ended December 31, 2019**  
*(Unaudited - See Notice To Reader)*

	2019	2018
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 165,943	\$ 133,408
Excess of Revenue over expenses	<u>17,845</u>	<u>32,535</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$ 183,788</u>	<u>\$ 165,943</u>

**V.S.I SERVICES (1980) LTD**  
**Notes to Financial Statements**  
**Year Ended December 31, 2019**  
*(Unaudited - See Notice To Reader)*

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1. INCORPORATION AND MEMBERSHIP

V.S.I Services (1980) Ltd. was incorporated under the laws of the Province of Alberta . No shares have been issued and membership is determined by a majority of the current directors. Directors are appointed from each participating local authority, and includes two participating veterinarians and one non-voting member of the A.V.M.A and the Secretary-Manager

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2. INCOME TAXES

A corporation under Canadian provincial legislation is a taxable private corporation under the Income Tax Act. Provided that substantially all of the corporation's gross revenue other than interest is derived from dealings with members, Canada Revenue Agency is prepared to regard members' excess contributions as amounts required for the operations and not as income of the corporation or its members.

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**V.S.I SERVICES (1980) LTD****Expenses***(Schedule 1)***Year Ended December 31, 2019***(Unaudited - See Notice To Reader)*

	2019	2018
GST Expense	\$ 15,948	\$ 15,581
Interest and bank charges	314	144
Management fees	34,193	31,778
Office	2,373	1,313
Professional fees	1,081	800
Telephone	385	275
Travel	925	1,002
	<u>\$ 55,219</u>	<u>\$ 50,893</u>

**V.S.I SERVICES (1980) LTD.**  
**Schedule of Allocation of Net Earnings**

For the Year Ended December 31, 2019  
(Unaudited - See Notice to Reader)

<u>Local Authority</u>	<u>Grant Received</u>	<u>Claims Paid</u>	<u>Expenses</u>	<u>Interest Earned</u>	<u>Authority Net</u>
Woodlands County	22,000	20,943	2,197	170	(970)
M.D. of Greenview #16	94,300	96,605	8,206	784	(9,727)
Lac La Biche County	51,800	36,131	2,616	293	13,346
Birch Hills County	16,300	14,396	1,309	117	711
Saddle Hills County	48,600	45,619	3,611	370	(259)
Clear Hills County	64,500	51,034	5,117	414	8,763
County of Northern Lights	38,100	33,594	3,212	272	1,567
Mackenzie County	54,800	41,289	4,465	335	9,380
M.D. of Bonnyville #87	105,200	107,745	10,646	874	(12,317)
M.D. of Lesser Slave River #124	13,000	11,240	848	91	1,003
Big Lakes County	55,000	42,294	4,450	343	8,600
M.D. of Smoky River #130	27,000	19,770	1,430	160	5,961
Northern Sunrise County	28,300	25,583	2,129	208	795
M.D. of Spirit River #133	10,000	10,223	809	83	(949)
M.D. of Peace #135	7,300	18,146	1,791	147	(12,490)
M.D. of Fairview #136	33,400	26,803	2,383	217	4,431
Unallocated	-	-	-	-	-
	669,600	601,414	55,219	4,878	17,845



**V.S.I SERVICES (1980) LTD.**  
**Schedule of Individual Members' Equity**

For the Year Ended December 31, 2019  
(Unaudited - See Notice to Reader)

<u>Local Authority</u>	<u>VSI #</u>	<u>Balance January 1, 2019</u>	<u>Net Income (Loss)</u>	<u>Balance December 31, 2019</u>
Woodlands County	15	11,015	(970)	10,045
M.D. of Greenview #16	16	18,629	(9,727)	8,902
Lac La Biche County	18	(6,341)	13,346	7,005
Birch Hills County	19	193	711	904
Saddle Hills County	20	3,881	(259)	3,621
Clear Hills County	21	(1,985)	8,763	6,778
County of Northern Lights	22	4,912	1,567	6,479
Mackenzie County	23	(5,312)	9,380	4,069
M.D. of Bonnyville #87	87	9,761	(12,317)	(2,556)
M.D. of Lesser Slave River #124	124	2,001	1,003	3,004
Big Lakes County	125	1,959	8,600	10,559
M.D. of Smoky River #130	130	2,358	5,961	8,319
Northern Sunrise County	131	1,725	795	2,521
M.D. of Spirit River #133	133	1,981	(949)	1,032
M.D. of Peace #135	135	13,655	(12,490)	1,165
M.D. of Fairview #136	136	119	4,431	4,550
Unallocated	-	107,390	-	107,390
		165,943	17,845	183,788

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>2021 OPERATING BUDGET</b>
File:	63-10-02

### DESCRIPTION:

The Board is presented with the first draft of the 2021 Agricultural Services Operating Budget.

### BACKGROUND:

1. With the Pandemic relaunch remaining at Phase 2 for the foreseeable future some items have been reduced or eliminated from the budget. There are notes on these on the attached budget prep notes.
2. Tradeshow has been included in the budget, planning has been put on hold until late 2020 or early 2021 pending the lifting of the current restrictions (50 people for indoor events and 100 for outside).
3. Ag Services Reserve Allocation – currently this is \$30,000 annually.  
Current reserve is projected to be \$242,029 at December 31, 2020.
4. Resource Management Stream – have left the funds in the 2021 draft budget. Applications still under review, decision to come in final quarter of Province's fiscal year (Jan-March).

### ATTACHMENTS:

- 2020 & Beyond ASB budget prep notes
- 2020 Draft Operating Budget detail
- 

### OPTIONS:

1. Recommend to Council the Agricultural Service Board 2021 Operating Budget as presented.
2. Recommend to Council with the following additions/deletions/changes....
3. Ag Services Reserve allocation for 2021 remain at \$30,000/be reduced to \_\_\_\_.
4. Other programs/services that could be reduced or eliminated?

### RECOMMENDED MOTION:

RESOLUTION by ..... that this Agricultural Service Board recommend Council approve the Agricultural Service Board 2020 Operating Budget as presented/amended.

RESOLUTION by.... That this Agricultural Service Board recommend Council reduce/eliminate annual Ag Services Reserve allocation.

Initials show support - Reviewed by: Manager: <i>ABJ</i> AgFieldman: <i>GE</i>
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**2021 and Beyond Budget Prep Notes**  
For October 20, 2020 ASB Meeting

**REVENUE:**

- |              |   |
|--------------|---|
| 1. \$123,907 | 1-63-10-00-840 ASB Grant – Legislative Stream (2020-2024)                       |
| 2. ?         | 1-63-10-00-840 ASB Grant – Resource Management Stream (2020-2024)               |
| 3. \$33,700  | 1-63-10-00-560 Rental Equipment Revenue (based on 2019 actual)                  |
| 4. \$500     | 1-63-10-00-420 ASB Sale of Service – Community Room Rental                      |
| 5. \$3,000   | 1-63-10-30-412 Tradeshow Banquet:(225 max, Adults \$20, 8-14 \$10, 7 down free) |
| 6. \$14,000  | 1-63-10-30-560 Tradeshow Exhibitors (based on 2019)                             |
| 7. \$17,000  | 1-63-10-30-860 Tradeshow Sponsorship (based on 2019)                            |
| 8. \$900     | 1-63-10-40-529 ASB VSI Memberships (renewals/new) (based on 2019)               |
| 9. \$1,000   | 1-63-90-00-417 VSI chargebacks for exceeding maximum                            |
| 10. \$5,000  | 1-63-10-00-596 Weed Control Enforcement (cost recovery)                         |
| 11. \$1,200  | 1-63-60-00-296 Urban Weed Control agreement with VoHC (cost recovery)           |

**EXPENSES:**

31-63-Rental Equipment

Operating

- |             |   |
|-------------|---|
| 1. \$ 5,900 |   |
| a.          | Grain Bag Roller 4 tires X \$200 each                             |
| b.          | Grain Vac 2 tires x \$150 each + 2 flex hoses with ends \$750 x 2 |
| c.          | Loading Chute 2 tires x \$150 each                                |
| d.          | Water Pump suction Hose – 2 ends with fittings \$1500 each        |

63-Agriculture

Operating

- |             |  |
|-------------|--|
| 1. \$200    | 2-63-02-02-148 Reduced due to COVID restrictions (was previously \$1,000 AF \$500 + CDC \$500)   |
| 2. \$2000   | 2-63-02-02-211 Reduced due to COVID (was previously \$10K – AF, CDM IST & ASB Conference + 1 course)   |
| 3. \$1,300  | 2-63-02-02-214 Reduced to COVID (was previously \$2,200 for 2 AAAF memberships @ \$200, \$600 each IST and ASB Conference for AF & CDM)  |
| 4. \$1,400  | 2-63-10-02-519 Shelter belt program (cost recovery, increased due to use – (Future years don't forget to check plastic mulch and budget to replenish when running low \$2500 for a pallet in 2020) |
| 5. \$2,500  | 2-63-40-10-531 15 miles of brush spraying  |
| 6. \$15,000 | 2-63-40-30-531 Moved ditch spray herbicide budget from General to Shoulder (where it is actually coded) 2020   |
| 7. \$4500   | BSE – increase from \$3,000 starting 2020 C183-20 03/24/20   |

Other items reduced or eliminated

1. \$1,700 2-63-50-02-518 Replace oldest WI Tablet each year not including for 2021thru 2023 as have spare tablets due to reduced # of WI
2. \$16,500 2-63-10-02-159 ASB honorariums reduced due to COVID restrictions (was previously \$26,400)
3. \$10,000 2-63-10-02-211 ASB travel & sub reduced due to COVID restrictions (was previously \$25,000)
4. \$4,000 2-63-10-02-211 ASB membership & Conference fees reduced due to COVID restrictions (was previously \$8,000)
5. \$0 2-63-10-20-219 Bussing students & providing weiner roast for Fish Release (Water Quality Awareness day), was \$2900 and hasn't occurred for a few years.
6. \$0 2-63-10-20-239 Alberta Farm Safety program being delivered by PCBFA as part of Resource Management Stream, this may change.
7. 26,500 Stayed at 2020 level of 3 weed inspector positions (originally due to reduced ASB grant C181-20 03/24/20) 23K from 27K 2-63-50-20-13\* 2-63-50-30-13\* Reduced Greenzone to \$3500 for 2021

Capital:

1. \$30,000 Annual contribution to Ag Services Reserve – projected Reserve Balance at December 31, 2020 is \$242,029 – Reduce the contribution for 2021?
2. \$25,000 Replacement Water Pump - recommend Moving from 2021 to 2025 if catastrophic event can replace out of Ag Services Reserve.
3. \$30,000 Replacing Grain Bag Extractor with a simpler unit (less moving parts) (\$45-\$50K new unit \$20-\$25K trade-in or sale of existing extractor)

Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

		2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2021 Budget	2022 Budget	2023 Budget
	<b>FUNCTION</b>							
2-63-02-02-11*	Ag Svc - ASB - Wages	99,801	38,506	110,000		115,830	121,969	
2-63-02-02-13*	Ag Svc - ASB - Employer Contributions	76,937	22,634	75,000		78,975	83,161	
2-63-02-02-148	Ag Svc - ASB - Training & Education	930	126	200	reduced due to covid	211	222	
2-63-02-02-159	Ag Svc - ASB - Fees for Service	-	-	-		-	-	
	Salaries, Wages, and Benefits	177,669	61,266	185,200		195,016	205,351	
2-63-02-02-211	Ag Svc - ASB - Travel & Subsistence	10,300	1,400	2,000	AF & CDM - reduced due to pandemic	2,106	2,218	
2-63-02-02-214	Ag Svc - ASB - Membership & Conference Fees	1,283	1,270	1,300	AF & CDM - reduced due to pandemic	1,369	1,441	
2-63-02-02-215	Ag Svc - ASB - Freight & Postage	-	-	-		-	-	
2-63-02-02-216	Ag Svc - ASB - Internet	326	163	243		246	249	
2-63-02-02-217	Ag Svc - ASB - Telephone	1,867	864	1,900	based on 2019 actual	2,001	2,107	
2-63-02-02-219	Ag Svc - ASB - Hospitality	-	-	-		-	-	
2-63-02-02-221	Ag Svc - ASB - Advertising & Promotion	166	-	-		-	-	
2-63-02-02-222	Ag Svc - ASB - Printing & Binding	-	-	-		-	-	
2-63-02-02-223	Ag Svc - ASB - Subscriptions & Publications	-	-	-		-	-	
2-63-02-02-224	Ag Svc - ASB - Municipal Membership Fees	-	-	-		-	-	
2-63-02-02-229	Ag Svc - ASB - Municipal Membership Fees	-	-	-		-	-	
	Buildings - Office & Shop (25%)	-	-	-		-	-	
2-63-02-02-239	Ag Svc - ASB - Other Contracted Services	-	-	-		-	-	
2-63-02-02-242	Ag Svc - ASB - Building Chargeback	45,311	21,612	75,068		-	-	
2-63-02-02-245	Ag Svc - ASB - Vehicle Chargebacks	11,948	2,346	14,952		-	-	
2-63-02-02-247	Ag Svc - ASB - Mapping chargebacks	815	613	900		-	-	
2-63-02-02-248	Ag Svc - ASB - Communications Chargeback	2,157	741	2,175		-	-	
2-63-02-02-265	Ag Svc - ASB - Vehicle Rental	-	-	-		-	-	
2-63-02-02-274	Ag Svc - ASB - Insurance	655	546	655	based on 2019 actual	664	672	
2-63-02-02-279	Ag Svc - ASB - Other Miscellaneous Services	45	72	50	72 based on 2020 actual	51	51	
	Contracted & General Services	74,873	29,628	99,242		6,436	6,739	
2-63-02-02-511	Ag Svc - ASB - Stationery Supplies	66	-	66	based on 2019 actual	67	68	
2-63-02-02-514	Ag Svc - ASB - Consumable & Bulk Foods	-	-	-		-	-	
	Ag Svc - ASB - Catered & Prepared Foods	-	-	-		-	-	
2-63-02-02-519	Ag Svc - ASB - Furniture, ADP & Comms Purchas	-	39	-		-	-	
2-63-02-02-519	Ag Svc - ASB - Other General Goods & Supplies	-	-	-		-	-	
2-63-02-02-522	Ag Svc - ASB - Tires, Batteries and Accessories	-	-	-		-	-	
2-63-02-02-524	Ag Svc - ASB - Consumable Tools	-	-	-		-	-	
	Materials, Goods & Utilities	66	39	66		67	68	
2-63-02-02-711	Ag Svc - ASB - Grants To Individuals & NGOs	-	-	-		-	-	
2-63-02-02-771	Ag Svc - AESA - General - Grants	-	-	-		-	-	
2-63-02-02-762	Ag Svc - ASB - To Capital Programs	-	-	-		-	-	
2-63-02-02-764	Ag Svc - Transfer to Reserve	-	-	-		-	-	
2-63-02-02-764	Ag Svc - Transfer to Reserve	-	-	-		-	-	
2-63-02-02-792	Ag Svc - ASB - Amor Exp - Buildings	-	-	-		-	-	
2-63-02-02-792	Ag Svc - ASB - Amor Exp - Buildings	-	-	-		-	-	
2-63-02-02-793	Ag Svc - ASB - Amor Exp - Mach & Equip	12,875	-	-		-	-	
2-63-02-02-795	Ag Svc - ASB - Amor Exp - Vehicles	-	-	-		-	-	
	Amortization Expense	12,875	-	-		-	-	
	Transfer Payments	12,875	-	-		-	-	
2-63-02-02-814	Ag Svc - ASB - Charges, Penalties & Other Charg	-	-	-		-	-	
	Financial Services & Other Charges	265,483	90,933	297,383		214,561	225,370	
	Ag Svc - General	-	-	-		-	-	



Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

FUNCTION	2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2021 Budget	2022 Budget	2023 Budget
2-63-10-02-11*	-	-	-		-	-	-
Ag Svc - Improvement - General - Wages	1,271	306	900		912	924	
2-63-10-02-13*	31,813	9,181	16,500	ASB honorarium reduced for covid	16,715	16,932	
Ag Svc - Improvement - General - Other Fees for	34,544	9,890	10,000	ASB reduced for covid & virtual	10,130	10,262	
2-63-10-02-211	4,760	3,375	4,000	ASB reduced for covid & virtual	4,052	4,105	
Ag Svc - Improvement - General - Membership &	-	602	135		137	139	
2-63-10-02-215	-	-	-		-	-	
Ag Svc - Improvement - General - Freight & Posta	-	-	-		-	-	
Ag Svc - Improvement - General - Internet	-	-	-		-	-	
2-63-10-02-219	-	-	-	Host Regional ASB Conf in 2031 next	-	-	
Ag Svc - Improvement - General - Hospitality	1,050	50		2021 members at large ad election year	250	250	
2-63-10-02-221	-	-	-		-	-	
Ag Svc - Improvement - General - Advertising & P	-	-	-		-	-	
2-63-10-02-223	-	-	-		-	-	
Ag Svc - Improvement - General - Subscriptions &	-	-	-		-	-	
2-63-10-02-224	-	-	-		-	-	
Ag Svc - Improvement - General - Municipal Mem	-	-	-		-	-	
2-63-10-02-232	-	-	-		-	-	
Ag Svc - Improvement - General - Legal	225	-	225	trailer rental shelterbelt program 2020 cost recovery	228	231	
2-63-10-02-232	-	-	-		-	-	
Ag Svc - Improvement - General - Equipment & Fi	-	-	-		-	-	
2-63-10-02-232	-	-	-		-	-	
Ag Svc - Improvement - General - Other Miscellan	-	-	-		-	-	
2-63-10-02-511	1,744	1,412	50	daytimers for ASB	51	51	
Ag Svc - Improvement - General - Stationery Supp	-	-	-	meals for 10 meetings	2,026	2,052	
2-63-10-02-517	-	-	-		-	-	
Ag Svc - Improvement - General - Catered or Pref	1,283	3,969	1,400	shelterbelt trees (cost recovered demand driven)	1,418	1,437	
2-63-10-02-519	-	-	-		-	-	
Ag Svc - Improvement - General - Other General	-	-	-		-	-	
2-63-10-02-521	-	-	-		-	-	
Ag Svc - Improvement - General - Gas, Oil, Lubric	-	-	-		-	-	
2-63-10-02-523	-	-	-		-	-	
Ag Svc - Improvement - General - Equipment, Ma	-	-	-		-	-	
Ag Svc - Improvement - General - Consumable Tr	-	-	-		-	-	
2-63-10-02-771	143	-	-		-	-	
Ag Svc - Improvement - General - Other Equipme	600	600	600	4H Club Sale	608	616	
2-63-10-02-793	2,236	-	2,236		2,265	2,294	
Ag Svc - Improvement - General - Grants	79,669	29,386	18,000	Increased based on demand	38,791	39,292	
2-63-10-10-11*	16,756	8,486	3,200		18,234	18,471	
Ag Svc - Improv - Rental Equip - Wages	4,415	2,854	-		3,242	3,284	
2-63-10-10-13*	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Employer Contrit	-	-	-		-	-	
2-63-10-10-215	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Freight & Postag	-	-	-		-	-	
2-63-10-10-221	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Advertising & Pro	-	-	-		-	-	
2-63-10-10-222	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Printing & Bindin	-	-	-		-	-	
2-63-10-10-239	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Other Profession	-	-	-		-	-	
2-63-10-10-242	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Building Charge	-	-	-		-	-	
2-63-10-10-243	26,205	7,467	1,416		-	-	
Ag Svc - Improv - Rental Equip - Equipment Char	-	-	19,500		-	-	
2-63-10-10-253	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Equipment R&M	-	-	-		-	-	
2-63-10-10-271	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Licenses & Perm	-	-	-		-	-	
2-63-10-10-274	65	32	65	based on 2019 actual	66	67	
Ag Svc - Improv - Rental Equip - Insurance	-	-	-		-	-	
2-63-10-10-511	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Stationery Suppl	-	-	-		-	-	
2-63-10-10-513	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Janitorial Suppl	-	-	-		-	-	
2-63-10-10-519	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Other General G	-	-	100	non unit specific misc. purchases	101	103	
2-63-10-10-521	-	-	100	small engines	101	103	
Ag Svc - Improv - Rental Equip - Gas, Oil & Lubric	-	-	-		-	-	
2-63-10-10-522	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Tires, Batteries a	-	-	-		-	-	
2-63-10-10-523	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Equipment, Mach	-	-	-		-	-	
2-63-10-10-524	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Consumable Toc	-	-	-		-	-	
2-63-10-10-529	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Other Equipment	-	-	-		-	-	
2-63-10-10-511	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Signage	-	-	-		-	-	
2-63-10-10-771	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Grants	-	-	-		-	-	
2-63-10-10-793	7,781	-	7,781		7,882	7,985	
Ag Svc - Improv - Rental Equip - Amor Exp - Mact	6	-	-		-	-	
2-63-10-10-771	-	-	-		-	-	
Ag Svc - Improv - Rental Equip - Charges, Penalti	-	-	-		-	-	

Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

	2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2022 Budget	2023 Budget
<b>FUNCTION</b>						
2-63-10-20-11*	55,229	18,839	50,162		29,627	30,012
Ag Svc - Improvement - Rental Equipment						
Ag Svc - Improvement - Public - Wages	539	-	-		-	-
2-63-10-20-13*	58	-	-		-	-
Ag Svc - Improvement - Public - Employer Contrib						
2-63-10-20-211	-	-	-		-	-
Ag Svc - Improvement - Public - Travel & Subside						
2-63-10-20-214	-	-	-		-	-
Ag Svc - Improvement - Public - Membership & C						
2-63-10-20-215	-	-	-		-	-
Ag Svc - Improvement - Public - Freight & Postage						
2-63-10-20-219	-	-	-		-	-
Ag Svc - Improvement - Public - Hospitality						
2-63-10-20-221	500	500	1,600	\$500 NPARA coffee +1100 Biggest Veffire pri	1,621	1,642
Ag Svc - Improvement - Public - Advertising & Pro						
2-63-10-20-223	-	-	-		-	-
Ag Svc - Improvement - Public - Subscriptions & F						
2-63-10-20-224	-	-	-		-	-
Ag Svc - Improvement - Public - Municipal Membe						
2-63-10-20-229	-	-	-		-	-
Ag Svc - Improvement - Public - Other Information						
2-63-10-20-235	-	-	-	PCBFA provides as part of \$17,500	-	1,600
Ag Svc - Improvement - Public - Consultants						
2-63-10-20-239	-	-	-		-	-
Ag Svc - Improvement - Public - Other Professional						
2-63-10-20-262	-	-	-		-	-
Ag Svc - Improvement - Public - Building Rental						
2-63-10-20-355	17,500	17,500	17,500	PCBFA (outside Resource Management	17,500	17,500
Ag Svc - Improvement - Public - Other Municipal A						
2-63-10-20-519	-	-	-		-	-
Ag Svc - Improvement - Public - Bulk Foods						
2-63-10-20-532	-	-	1,000	Farm Family award & sign	1,013	1,026
Ag Svc - Improvement - Public - Other General G						
2-63-10-20-532	-	-	-		-	-
Ag Svc - Improvement - Public - Awareness Group						
2-63-10-30-11*	18,597	18,000	20,100		21,734	21,768
Ag Svc - Improv - Tradeshow - Wages	21,742	5,138	10,000		10,530	11,088
2-63-10-30-13*	5,361	1,767	2,500		2,633	2,772
Ag Svc - Improv - Tradeshow - Training & Educat						
2-63-10-30-148	250	-	250	some need to renew every 5 years	253	257
Ag Svc - Improv - Tradeshow - Other Fees for Ser				coded to 239	-	-
2-63-10-30-211	1,084	-	1,100	meals for staff & helpnig hands	1,114	1,129
Ag Svc - Improv - Tradeshow - Travel & Substien				2022 +\$350 highlights mag freight	1,944	1,944
2-63-10-30-215	1,789	-	1,800		-	-
Ag Svc - Improv - Tradeshow - Freight & Postage						
2-63-10-30-217	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Telephone						
2-63-10-30-221	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Hospitality						
2-63-10-30-239	8,144	-	8,000	reduced radio ads	8,104	8,209
Ag Svc - Improv - Tradeshow - Advertising & Prom				County hilights, next issue 2022 following election ye	850	2,300
2-63-10-30-245	2,001	852	850		-	-
Ag Svc - Improv - Tradeshow - printing & Binding						
2-63-10-30-253	-	-	-	Entertainer, helping hands, draping, petting zoo, wag	27,148	27,501
Ag Svc - Improv - Tradeshow - Subscriptions & Pu						
2-63-10-30-255	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Other Professional						
2-63-10-30-262	4,000	-	4,000	same # days as 2019	4,052	4,105
Ag Svc - Improv - Tradeshow - Vehicle Chargebac				enclosed trailer & 800 ATM	1,094	1,077
2-63-10-30-263	906	-	1,050		-	-
Ag Svc - Improv - Tradeshow - Equipment Rental						
2-63-10-30-271	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Licenses & Permits						
2-63-10-30-272	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Damage Claims						
2-63-10-30-279	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Other Miscellaneou						
2-63-10-30-511	13	74	-	helping hands tshirts & gloves for staff	-	-
Ag Svc - Improv - Tradeshow - Stationery Supplies				sweeping compound	-	-
2-63-10-30-512	-	-	-	breakfast & donuts based on 2019	3,546	3,592
Ag Svc - Improv - Tradeshow - Clothing & Footwea				banquet	6,078	6,157
2-63-10-30-513	3,520	-	3,500		-	-
Ag Svc - Improv - Tradeshow - Janitorial Supplies	6,037	-	6,000	ornamentals, door prizes, ribbons etc.	2,533	2,565
2-63-10-30-514	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Consumable & Bull						
2-63-10-30-515	2,582	129	2,500		-	-
Ag Svc - Improv - Tradeshow - Catered or Prepare						
2-63-10-30-519	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Safety Supplies						
2-63-10-30-521	-	-	-		-	-
Ag Svc - Improv - Tradeshow - General Supplies						
2-63-10-30-523	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Fuel						
2-63-10-30-523	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Equipment, Machin						
2-63-10-30-524	-	-	-		-	-
Ag Svc - Improv - Tradeshow - Consumable Tools						



Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

	FUNCTION	2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	2021 Notes:	2022 Budget	2023 Budget
2-63-10-30-524	Ag Svc - Improv - Tradeshow - Onlther Constructio	47	-	50	screws, staples, etc.	51	51
2-63-10-30-538	Ag Svc - Improv - Tradeshow - Signage	98	-	100	update signage	101	103
2-63-10-30-539	Ag Svc - Improv - Tradeshow - Other Constr & Ma	-	-	-	-	-	-
2-63-10-30-795	Ag Svc - Improv - Tradeshow - Exhibitors	-	-	-	booth refund allowance	-	-
2-63-10-30-795	Ag Svc - Improv - Tradeshow - Amort Exp - Vehicle	-	-	-	-	-	-
2-63-10-40-215	Ag Svc - Improvement - Tradeshow	84,357	8,960	68,500	-	70,000	72,850
2-63-10-40-215	Ag Svc - Improvement - V.S.I. - Freight & Postage	-	-	-	-	-	-
2-63-10-40-224	Ag Svc - Improvement - V.S.I. - Municipal Membe	-	-	-	-	-	-
2-63-10-40-239	Ag Svc - Improvement - V.S.I. - Other Professiona	-	-	-	-	-	-
2-63-10-40-355	Ag Svc - Improvement - V.S.I. - Other municipal a	62,500	56,700	65,300	VSI agreement	66,149	67,009
2-63-10-40-355	Ag Svc - Improvement - V.S.I. - Grants	2,375	-	4,500	BSE testing \$125 each	4,500	4,500
2-63-10-40-355	Ag Svc - Improvement - V.S.I.	64,875	56,700	69,800	-	70,649	71,509
2-63-10-50-112	Ag Svc - Improvement - Demos - Seasonal	-	-	-	-	-	-
2-63-10-50-132	Ag Svc - Improvement - Demos - C.P.P.	-	-	-	-	-	-
2-63-10-50-133	Ag Svc - Improvement - Demos - E.I.	-	-	-	-	-	-
2-63-10-50-211	Ag Svc - Improvement - Demos - Travel & Subsid	-	-	-	-	-	-
2-63-10-50-215	Ag Svc - Improvement - Demos - Freight & Postag	-	-	-	-	-	-
2-63-10-50-219	Ag Svc - Improvement - Demos - Hospitality	-	-	-	-	-	-
2-63-10-50-221	Ag Svc - Improvement - Demos - Advertising & Pr	-	-	-	-	-	-
2-63-10-50-235	Ag Svc - Improvement - Demos - Consultants	-	-	-	-	-	-
2-63-10-50-239	Ag Svc - Improvement - Demos - Other Professio	-	-	-	-	-	-
2-63-10-50-262	Ag Svc - Improvement - Demos - Building Rental	-	-	-	-	-	-
2-63-10-50-263	Ag Svc - Improvement - Demos - Equipment & Fu	-	-	-	-	-	-
2-63-10-50-511	Ag Svc - Improvement - Demos - Stationery Supp	-	-	-	-	-	-
2-63-10-50-511	Ag Svc - Improvement - Demos - Safety Supplies	-	-	-	-	-	-
2-63-10-50-524	Ag Svc - Improvement - Demos - Consumable To	-	-	-	-	-	-
2-63-10-50-532	Ag Svc - Improvement - Demos - Grounds	-	-	-	-	-	-
2-63-10-50-771	Ag Svc - Improvement - Demos - Grants	-	-	-	-	-	-
2-63-10-50-771	Ag Svc - Improvement - Demos	-	-	-	-	-	-
2-63-10-50-771	Ag Svc - Improvement	302,727	131,885	246,608	-	230,800	235,430
2-63-20-02-11*	Ag Svc - A.E.S.A. - Wages	-	-	-	-	-	-
2-63-20-02-13*	Ag Svc - A.E.S.A. - Employer Contributions	-	-	-	-	-	-
2-63-20-02-159	Ag Svc - A.E.S.A. - Other Fees for Service	-	-	-	-	-	-
2-63-20-02-211	Ag Svc - A.E.S.A. - Travel & Subsistence	-	-	-	-	-	-
2-63-20-02-215	Ag Svc - A.E.S.A. - Freight & Postage	-	-	-	-	-	-
2-63-20-02-219	Ag Svc - A.E.S.A. - Hospitality	-	-	-	-	-	-
2-63-20-02-351	Ag Svc - A.E.S.A. - Other local governments	-	-	-	-	-	-
2-63-20-02-355	Ag Svc - A.E.S.A. - Other municipal agencies	105,000	-	105,000	based on 2017-2019 6 muni partnership w PCBFA	106,365	107,748
2-63-20-02-771	Ag Svc - A.E.S.A. - Grants	7,500	-	7,500	matching \$ for partnership PCBFA	7,598	7,696
2-63-20-02-771	Ag Svc - A.E.S.A.	112,500	-	112,500	-	113,963	115,444
2-63-30-10-11*	Ag Svc - Control - Crop Disease - Wages	-	-	-	-	-	-
2-63-30-10-13*	Ag Svc - Control - Crop Disease - Employer Contr	-	-	-	-	-	-
2-63-30-10-215	Ag Svc - Control - Crop Disease - Freight & Postag	-	-	-	-	-	-
2-63-30-10-239	Ag Svc - Control - Crop Disease - Other Professio	-	-	175	fusarium testing	3,575	3,575
2-63-30-10-239	Ag Svc - Control - Crop Disease - Other Misc. Ser	-	-	-	-	-	-
2-63-30-10-519	Ag Svc - Control - Crop Disease - Other General S	64	-	50	sanitary booties for clubroot survey	51	51



Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

	2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2022 Budget	2023 Budget
<b>FUNCTION</b>						
2-63-30-10-524	-	-	-		-	-
2-63-30-10-531	-	-	-		-	-
2-63-30-20-11*	64	-	225		3,626	3,626
2-63-30-20-13*	-	-	-		-	-
2-63-30-20-148	-	-	-	Form 7 training now provided at IST	-	-
2-63-30-20-211	-	-	-		-	-
2-63-30-20-221	-	-	-		-	-
2-63-30-20-221	-	-	-		-	-
2-63-30-20-232	-	-	-		-	-
2-63-30-20-239	14,440	4,200	50,000	wolf policy 6307	50,000	50,000
2-63-30-20-511	-	-	-		-	-
2-63-30-20-519	-	-	-		-	-
2-63-30-30-11*	14,440	4,200	50,000		50,000	50,000
2-63-30-30-13*	-	-	-		-	-
2-63-30-30-219	-	-	-		-	-
2-63-30-30-239	-	-	-		-	-
2-63-30-30-251	-	-	-		-	-
2-63-30-30-279	-	-	-		-	-
2-63-30-30-519	-	-	-		-	-
2-63-30-30-537	-	-	-		-	-
2-63-30-30-539	29	-	-		-	-
2-63-30-40-11*	29	-	-		-	-
2-63-30-40-13*	552	-	-		-	-
2-63-30-40-531	62	-	-		-	-
2-63-40-02-11*	-	-	-		-	-
2-63-40-02-13*	614	-	-		-	-
2-63-40-02-148	8,422	-	-		-	-
2-63-40-02-211	879	-	700	based on 2019 actual	709	718
2-63-40-02-214	692	-	-	meals & travel if overnight for training	-	-
2-63-40-02-215	317	-	500	lower course costs	507	513
2-63-40-02-217	-	-	-		-	-
2-63-40-02-221	-	-	500	Moved employment ads to 63-50...	507	513
2-63-40-02-223	-	-	-		-	-
2-63-40-02-217	-	-	-		-	-
2-63-40-02-239	-	-	-		-	-
2-63-40-02-243	2,314	181	5,000	enforcement spraying (cost recovery)	5,065	5,131
2-63-40-02-512	3	-	3,289		-	-
2-63-40-02-512	823	-	-		-	-
2-63-40-02-517	-	-	-		-	-
2-63-40-02-518	146	160	1,000	tyvek suits , nitrile gloves, booties & mas	1,013	1,026
	-	6,270	-		-	-

Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

FUNCTION		2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2022 Budget	2023 Budget
2-63-40-02-519	Ag Svc - Control - Vegetation - General - Other Ge	87	-	200	batteries for wind meter, bug spray, hand wipes etc	203	205
2-63-40-02-518	Ag Svc - Control - Vegetation - General - Fuel	78	-			-	-
2-63-40-02-523	Ag Svc - Control - Vegetation - General - Equip, M	4,743	1,090	2,500	repairs to WI sprayers	2,533	2,565
2-63-40-02-524	Ag Svc - Control - Vegetation - General - Consum	19	-			-	-
2-63-40-02-529	Ag Svc - Control - Vegetation - General - Other Su	-	4,500			-	-
2-63-40-02-531	Ag Svc - Control - Vegetation - General - Chemical	60	-	-		-	-
2-63-40-02-541	Ag Svc - Control - Vegetation - General - Water	-	-	350	based on 2018 actual see 531	355	359
2-63-40-02-762	Ag Svc - Control - Vegetation - General - Capital	-	-			-	-
2-63-40-02-764	Ag Svc - Control - Vegetation - General - To Oper	-	-			-	-
2-63-40-02-814	Ag Svc - Control - Vegetation - General - Charges	-	-			-	-
2-63-40-10-11*	Ag Svc - Control - Vegetation - General	18,583	12,200	14,039		10,890	11,031
2-63-40-10-13*	Ag Svc - Control - Vegetation - Brush - Wages	-	-			-	-
2-63-40-10-243	Ag Svc - Control - Vegetation - Brush - Employer C	-	-			-	-
2-63-40-10-243	Ag Svc - Control - Vegetation - Brush - Other Cont	-	-			-	-
2-63-40-10-243	Ag Svc - Control - Vegetation - Brush - Equipment	-	-			-	-
2-63-40-10-523	Ag Svc - Control - Vegetation - Brush - Equipment	-	-			-	-
2-63-40-10-531	Ag Svc - Control - Vegetation - Brush - Chemicals	-	-			-	-
2-63-40-10-539	Ag Svc - Control - Vegetation - Brush - Other Cont	-	-	2,500	15 miles of brush spraying (as needed)	2,533	2,565
2-63-40-30-11*	Ag Svc - Control - Vegetation - Brush	-	-	2,500		2,533	2,565
2-63-40-30-13*	Ag Svc - Control - Vegetation - Shoulder - Wages	22,043	-			-	-
2-63-40-30-215	Ag Svc - Control - Vegetation - Shoulder - Employ	2,450	-			-	-
2-63-40-30-217	Ag Svc - Control - Vegetation - Shoulder - Freight	-	-			-	-
2-63-40-30-239	Ag Svc - Control - Vegetation - Shoulder - Teleph	-	-			-	-
2-63-40-30-243	Ag Svc - Control - Vegetation - Shoulder - Other P	-	-	-	do inhouse, no contract spraying	-	-
2-63-40-30-243	Ag Svc - Control - Vegetation - Shoulder - Equipm	-	-	-		-	-
2-63-40-30-243	Ag Svc - Control - Vegetation - Shoulder - Equipm	-	-			-	-
2-63-40-30-519	Ag Svc - Control - Vegetation - Shoulder - Safety s	108	-			-	-
2-63-40-30-523	Ag Svc - Control - Vegetation - Shoulder - Other G	725	-	600	sprayer pumps, nozzles, etc.	608	616
2-63-40-30-531	Ag Svc - Control - Vegetation - Shoulder - Equipm	79	-	100	misc. as needed for sprayers	101	103
2-63-40-30-531	Ag Svc - Control - Vegetation - Shoulder - Consum	6,393	(966)	15,000	right of way spraying (ROW)	15,195	15,393
2-63-40-30-531	Ag Svc - Control - Vegetation - Shoulder - Chemic	31,798	(966)	15,700		15,904	16,111
2-63-40-30-531	Ag Svc - Control - Vegetation - Shoulder	50,381	11,234	32,239		29,326	29,708
2-63-50-02-11*	Ag Svc - Control - Vegetation	10,289	-			-	-
2-63-50-02-13*	Ag Svc - Control - Weed Insp - General - Wages	1,104	-			-	-
2-63-50-02-148	Ag Svc - Control - Weed Insp - General - Employe	1,276	-	1,000	UTV, H2S & 1st aid as needed by WI	1,013	1,026
2-63-50-02-211	Ag Svc - Control - Weed Insp - General - Travel &	857	-	-	no overnight stays or private vehicles	-	-
2-63-50-02-214	Ag Svc - Control - Weed Insp - General - Individua	-	-			-	-
2-63-50-02-215	Ag Svc - Control - Weed Insp - General - Freight &	93	-	105		106	108
2-63-50-02-216	Ag Svc - Control - Weed Insp - General - Internet	-	-			-	-
2-63-50-02-217	Ag Svc - Control - Weed Insp - General - Telepho	13	-		WI cells monthly allowance	-	-
2-63-50-02-219	Ag Svc - Control - Weed Insp - General - Hospitali	-	-			-	-
2-63-50-02-221	Ag Svc - Control - Weed Insp - General - Advertis	151	-	200	WI employment ads	203	205
2-63-50-02-223	Ag Svc - Control - Weed Insp - General - Printing	-	-			-	-
2-63-50-02-239	Ag Svc - Control - Weed Insp - General - Subscrip	947	92	215	MRF subscription fee	570	570
2-63-50-02-245	Ag Svc - Control - Weed Insp - General - Other Pr	3,332	107	2,000	MRF updates, archive refresh WI tablets	2,026	2,052
2-63-50-02-265	Ag Svc - Control - Weed Insp - General - Vehicle	8,105	1,592	10,143		-	-
2-63-50-02-265	Ag Svc - Control - Weed Insp - General - Equip Rd	-	-			-	-



Clear Hills County  
2021 Draft Operating Report  
As at: June 30, 2020

	2019 Actual 2019-12-31	2020 Actual 2020-06-30	Budget	Notes:	2021 Budget	2022 Budget	2023 Budget
<b>FUNCTION</b>							
2-63-50-02-265	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Vehicle							
2-63-50-02-511	256	235	209	insurance		212	214
Ag Svc - Control - Weed Insp - General - Stationer	57	-	50			51	51
2-63-50-02-514	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Consum							
2-63-50-02-517	78	-	-			-	-
Ag Svc - Control - Weed Insp - General - Catered							
2-63-50-02-519	546	432	450	bear spray, masks, gloves		456	462
Ag Svc - Control - Weed Insp - General - Furniture				replace oldest WI tablet annually (2023-2			1,750
2-63-50-02-521	1,089	-	-	replacing totes as needed			100
Ag Svc - Control - Weed Insp - General - Gas, Oil							-
2-63-50-02-523	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Tires, Ba							-
2-63-50-02-524	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Gas, Oil							-
2-63-50-02-529	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Consum							-
2-63-50-02-531	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Other Ec							-
2-63-50-02-762	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - Chemical							-
2-63-50-02-795	-	-	-			-	-
Ag Svc - Control - Weed Insp - General - To Capit							-
Ag Svc - Control - Weed Insp - General - Amort E							-
2-63-50-20-11*	28,193	2,457	14,372			-	6,539
Ag Svc - Control - Weed Insp - General							25,503
2-63-50-20-13*	24,791	7,286	23,000	adjusted for 3 WI		4,636	
Ag Svc - Control - Weed Insp - White Zone - Wag						24,219	
2-63-50-20-211	2,745	817	2,900			3,054	3,216
Ag Svc - Control - Weed Insp - White Zone - Trav							-
2-63-50-20-217	88	75	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Tele							-
2-63-50-20-517	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Safe							-
2-63-50-20-519	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Othe							-
2-63-50-20-523	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Equi							-
2-63-50-20-524	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Cons							-
2-63-50-20-529	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Othe							-
2-63-50-20-531	-	-	-			-	-
Ag Svc - Control - Weed Insp - White Zone - Cher							-
2-63-50-30-11*	27,623	8,178	25,900			27,273	28,718
Ag Svc - Control - Weed Insp - White Zone							3,881
2-63-50-30-13*	121	-	3,500	reduced due to covid		3,686	
Ag Svc - Control - Weed Insp - Green Zone - Wag							333
2-63-50-30-211	13	-	300			316	
Ag Svc - Control - Weed Insp - Green Zone - Emp							513
2-63-50-30-239	-	-	500			507	
Ag Svc - Control - Weed Insp - Green Zone - Othe							-
2-63-50-30-263	-	-	-			-	-
Ag Svc - Control - Weed Insp - Green Zone - Equi							-
2-63-50-30-265	-	-	-			-	-
Ag Svc - Control - Weed Insp - Green Zone - Vehi							-
2-63-50-30-514	-	-	-			-	-
Ag Svc - Control - Weed Insp - Green Zone - Cons							-
2-63-50-30-521	-	-	-			-	-
Ag Svc - Control - Weed Insp - Green Zone - Safe							-
2-63-50-30-524	-	-	-			-	-
Ag Svc - Control - Weed Insp - Green Zone - Gas,							-
Ag Svc - Control - Weed Insp - Green Zone - Cons							-
Ag Svc - Control - Weed Insp - Green Zone - Cont							-
Ag Svc - Control - Weed Insp - Green Zone	134	-	4,300			4,508	4,727
Ag Svc - Control - Weed Insp - Green Zone	55,951	10,635	44,572			36,417	39,984
Ag Svc - Control - Weed Inspection	121,478	26,070	127,036			119,369	123,318
Ag Svc - Control							
<b>Agricultural Services</b>	<b>802,188</b>	<b>248,888</b>	<b>783,528</b>			<b>678,692</b>	<b>699,562</b>

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board</b>
Meeting Date:	October 20, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>Multi Year Capital Plan</b>
File:	63-10-02

### DESCRIPTION:

The Board is requested to discuss items for the Multi-Year Capital Plan.

### BACKGROUND:

1. Council has approved replacing the Grain Bag Extractor with a simpler unit (less moving parts) Recommend including \$30,000 in 2021 of the multi year capital plan
2. \$25,000 for a replacement water pump is currently budgeted for 2021, the two water pumps are performing well, and neither is at end of life. .  
Option 1: Recommend moving the proposed replacement to 2025  
Option 2: Recommend removing it from the multi-year capital plan. In the event of a catastrophic event a pump can be replaced from the Ag Services Reserve.

### BUDGET/COSTS:

Ag Services Reserve \$242,029 (projected for December 31, 2020)

### RECOMMENDED MOTION:

RESOLUTION by ..... that this Agricultural Service Board recommend Council include \$30,000 in 2021 of the Multi-Year Capital plan for the replacement Grain Bag Extractor (purchase of a new extractor minus the trade in value of the current extractor) and fund the purchase from the Ag Services Reserve.

RESOLUTION by ..... that this Agricultural Service Board recommend Council move the \$25,000 for a replacement water pump from 2021 to 2025 **OR** remove the replacement water pump from the multi-year capital plan.

Initials show support - Reviewed by: Manager:  AgFieldman: 
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# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board Meeting</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>AGRICULTURAL FIELDMAN REPORT</b>
File No:	63-10-02

### DESCRIPTION:

At this time the Agricultural Fieldman will have an opportunity to present his report.

### BACKGROUND / PROPOSAL:

### ATTACHMENTS:

- Greg- Agricultural Fieldman Report-October 20, 2020
  - Rental Equipment Usage

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ that the Agricultural Service Board accepts the October 20, 2020 Agricultural Fieldman report for information.

Initials show support - Reviewed by: Manager: *ABj* AgFieldman: *GC*

OCT 20, 2020

## PEST CONTROL

### • Wolves Claimed 2020 YTD:

Total #	Total \$
19	\$6650.00

## OTHER TOPICS

1. • Weed and Pest inspectors finished up on October 9<sup>th</sup>. have been busy doing clubroot surveys as well as clubroot soil samples. They have completed plant samples on 25 canola fields and have found no signs of clubroot and very minimal signs of blackleg. They took soil samples from 65 fields but we have not received any results back from the lab as of yet.
2. All 65 soil samples came back negative for clubroot.
3. All sprayers have been winterized, and inspector pickups cleaned and put away.
4. The Agricultural Service Board Legislative Stream Grant agreements were sent to the municipality last week. They were signed and returned to AB Ag and Forestry. We should receive the grant funds within the next month.
5. The Deputy Minister of Agriculture sent an email regarding the Resource Management Stream Grant. The department will not be making a decision on the funding until the final quarter of their year (Jan-Mar of 2021).
6. Both waterpump trailers will be going in for new tires and to have the wheel bearings repacked.
7. Loading Chute will be going in for sandblasting and repainting.
8. MRF will be coming up to install the GPS sprayer tracking equipment on the 2 side by sides.

January 1 - October 9, 2020

Rental Equipment	Rental Deposit	Rental Rates	Total Users	Total Days	Total
Backpack Sprayer	\$ 50.00	\$ -	1	1	\$ -
Bale Scale	\$ 100.00	\$ 30.00	2	2	\$ 30.00
BBQ Trailer	\$ 100.00	\$ 50.00	1	2	\$ 100.00
Chairs	\$ 50.00	\$0.50/chair	10	10	\$ 216.00
Community Centre	\$ 50.00	\$ 50.00	5	17	\$ 850.00
Corral Panels	\$ 50.00	\$ 50.00	0	0	\$ -
Eco-Bran Applicator	\$ 50.00	\$ -	0	0	\$ -
Exta Hoses	\$ 50.00	\$1.000/hose	0	0	\$ -
Grain Bagger	\$ 350.00	\$ 350.00	2	9	\$ 3,150.00
Grain Bag Roller	\$ 50.00	\$ -	12	12	\$ -
Grain Bag Extractor	\$ 350.00	\$ 350.00	5	9	\$ 3,150.00
Grain Vac	\$ 400.00	\$ 200.00	12	20	\$ 3,512.15
Grill	\$ 50.00	\$ 5.00	3	3	\$ 10.00
Hand Held Rope Wick	\$ 50.00	\$ -	1	1	\$ -
Land Leveller	\$ 260.00	\$ 130.00	5	10	\$ 1,300.00
Loading Chute	\$ 50.00	\$ 25.00	5	6	\$ 150.00
Manure Spreader	\$ 300.00	\$ 150.00	0	0	\$ -
Mulch Applicator	\$ 50.00	\$ 25.00	0	0	\$ -
Post Hole Auger	\$ 50.00	\$ 25.00	0	0	\$ -
Post Pounder	\$ 250.00	\$ 125.00	9	11	\$ 1,375.00
Pull/Push Roller Applicator	\$ 50.00	\$ -	2	2	\$ -
Quad Mount Rope Wick	\$ 50.00	\$ -	0	0	\$ -
Quad Mounted Sprayer	\$ 50.00	\$ -	3	3	\$ -
Quad Pull Type Sprayer	\$ 50.00	\$ -	4	4	\$ -
Rock Picker	\$ 600.00	\$ 300.00	1	1	\$ -
Rock Rake	\$ 600.00	\$ 300.00	0	0	\$ -
Roller Mill	\$ 50.00	\$ 20.00	2	4	\$ 80.00
Rotowiper	\$ 150.00	\$ -	1	1	\$ -
Sickle Mower	\$ 100.00	\$ 50.00	0	0	\$ -
Skidmount Sprayer	\$ 50.00	\$ -	4	4	\$ -
Smoke Signs	\$ 60.00	\$ -	0	0	\$ -
Steam Tables	\$ 50.00	\$ 5.00	0	0	\$ -
Tables	\$ 50.00	\$1.00/table	10	11	\$ 97.00
Toilets	\$ 100.00	\$ 40.00	4	4	\$ 160.00
Tree Spade	\$ 300.00	\$ 50.00	2	2	\$ 50.00
Truck Mount Sprayer	\$ 200.00	\$ -	5	5	\$ -
Wash Station	\$ 50.00	\$ 10.00	3	3	\$ 30.00
Water Pumps	\$100 (summer) \$1000 (winter)	\$75 (summer) \$200 (winter)	8	26	\$ 1,950.00
Wire Roller	\$ 50.00	\$ 25.00	2	2	\$ 50.00
			124	185	\$ 16,260.15

Revenue	\$ 16,241.15
Expenses	\$ 36,013.51
loss	\$ (19,772.36)



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Agricultural Service Board Meeting</b>
Meeting Date:	October 20, 2020
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>INFORMATION &amp; CORRESPONDENCE</b>
File No:	63-10-02

### DESCRIPTION:

The board is presented with correspondence for review.

### BACKGROUND:

Attached are documents for the Board's information:

### ATTACHMENTS:

- Alberta Agricultural Service Board Factsheet

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ that this Agricultural Service Board receives the information & correspondence of October 20, 2020 as presented.

Initials show support - Reviewed by: **Manager:** *AG* **AgFieldman:** *GC*



# Alberta's Agricultural Service Boards

## Agricultural Service Board Grant Program

The Agricultural Service Board (ASB) Grant Program promotes long-term sustainability of the agriculture industry and rural communities and the development and delivery of resource management programming. ASBs are responsible for implementing and enforcing legislative requirements under the *Agricultural Service Board Act*, the *Weed Control Act* (WCA), the *Agricultural Pests Act* (APA), the *Soil Conservation Act* (SCA) and assist with the control of animal disease under the *Animal Health Act* (AHA).



## 2019-20 Annual Impacts

- **\$11.4 million** in annual grants awarded to **69** Agricultural Service Boards to support legislative requirements
- **\$1.78 million** in annual grants to **64** Agricultural Service Boards for environmental programming
- ASBs work to protect **50.5 million acres** of farmland, **62,000 farm operators** and **43,000 farms** from agricultural pests, weeds and soil erosion by enforcing the APA, WCA, and the SCA
- **220 full-time, 155 part-time and 434 seasonal employees supported.**
- ASBs leveraged grant dollars at a **4:1 ratio** (i.e. 80% municipal and 20% provincial funding). The accumulative economic output is **valued at \$102.6 million** annually.

### Market Access

ASBs are key to Alberta's robust pest surveillance network that helps Albertans maintain market access by mitigating the risk of agricultural pest threats.

## Weed Control

- **52,417** prohibited and noxious weed infestations (sites) were investigated and managed
- Over **103,172 kilometers** of municipal roadways weeds controlled by Integrated Pest Management means including mechanical, chemical and cultural methods such as hand picking or biological control technologies

# Alberta's Agricultural Service Boards

- **100%** of the **67 Seed Cleaning Plants** Operating in Alberta are inspected

## Partnerships in Action

Together we can support our agriculture sector and meet the needs of our rural communities as they continue to evolve.

## Pest Management

- **10,416** fields inspected for clubroot
- **2,373** fields inspected for virulent blackleg
- **1,062** fields inspected for *Fusarium*
- **2,761** pest insect surveys including Grasshopper, Wheat Midge, Bertha Armyworm and Diamond Back Moth



## Environmental Protection and Soil Conservation

- **325** Extension events delivered, engaging over 14,500 producers
- **703** Producers met with regarding their Environmental Farm Plan
- **988** Producers educated on the CAP programs
- **636** fields inspected for soil erosion issues

## Alberta Agriculture & Forestry ASB Key Contact Program

AF matches those interested with a key contact who are contacts for ASBs to provide general updates or topic specific updates, provide information on government programs and grants and take questions and concerns back to AF.

Key contacts work with ASBs and Agricultural Fieldmen to strengthen our existing partnerships and look for new ways to collaborate and share information.

### Agricultural Service Board Unit Contacts:

**Doug Macaulay**, Manager  
Agriculture and Forestry  
Primary Agriculture Division  
Agriculture Development Unit  
Leduc, Alberta  
Ph. 780-980-4878

**Alan Efetha**, ASB Provincial Specialist  
Agriculture and Forestry  
Primary Agriculture Division  
Agriculture Development Unit  
Lethbridge, Alberta  
Ph. 403-381-5852

**Pam Retzliff**, ASB Program Coordinator  
Agriculture and Forestry  
Primary Agriculture Division  
Agriculture Development Unit  
Edmonton, Alberta  
Ph. 780-427-4213





# Assurance Partners

Crop Health Assurance Branch and Agriculture Service Boards (ASB)

## Market access impact

Grass-root organizations

69 Farmer-led Ag Service Boards

800+ jobs created annually



**\$8.5** 6:1 return on AF's investment;

ASB's invest an additional

million \$6 for every \$1 from AF

### Delegated Authority for

- Ag Service Board Act
- Agricultural Pest Act
- Weed Control Act
- Soil Conservation Act
- Animal Health Act



### Inspect and

certify

100% of the

provinces

67 seed cleaning

plants



99

It would cost AF over \$30 M to replace all legislated work done by ASB's.

Mandated by legislation

ASB's act as an advisory body

to the Minister on matters

of mutual concern.



Supports Alberta

Ag Exports of

**\$11.2B/year**

primary and processed

Assist with surveillance and monitoring for diseases and pests in ~ 17,000 fields annually: in 2019

• 10416 fields – clubroot

• 2373 fields – virulent blackleg

• 1062 fields – Fusarium

2761 fields – insects (grasshopper, wheat midge, bertha armyworm, diamond back moth)

### Education over

Legislation

Conduct ~ 52,000 weed

inspections annually

Identifying, monitor and address

concerns that could impact

market access



Weed control on > 103,000 km

municipal roadways annually to assure

public safety and pest management.

Illustrations from The Noun Project

