

**SMOKY LAKE COUNTY**

Minutes of the **Agricultural Service Board Meeting** held on **Monday, March 5, 2012** at 10:06 A.M. in the County Council Chambers.

The meeting was called to Order by the Chairperson, Mr. Ron Bobocel in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>A T T E N D A N C E</u> <u>Monday, March 5, 2012</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Rick Cherniwchan	Present
4	Lori Danyluk	Present
5	Randy Orichowski	Present
A.F.	Eugene Senetza	Present
Fire Chief	Scott Franchuk	Present
C.A.O.	Cory Ollikka	Present
Asst. C.A.O.	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Asst. A.F./R.S.	Evonne Zukiwski	Present

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Kelly Lund, P.Eng, Research Engineer, On-Farm Energy Systems, Environmental Stewardship Division with Alberta Agricultural and Rural Development present for the meeting as a key contact for Smoky Lake County.

1 member of the Public in attendance.

2. **Agenda:**

354-12: Orichowski That the Agricultural Service Board Meeting Agenda for Monday, March 5, 2012 be adopted with the following addition(s):

1. GreenTRIP Grant
2. Smoky Lake Field Visit 2011
3. Letter from Jim Fraser RE: Fire Invoice

Carried Unanimously.

3. **Minutes:**

355-12: Cholak That the Minutes of the Agricultural Service Board Meeting held on Tuesday, January 10, 2012 be adopted as presented.

Carried.

356-12: Danyluk That the Action List of January 10, 2012, Agricultural Service Board Meeting, be filed for information.

Carried.

**PART 1: Agricultural Service Board**

**4. Request for Decision:**

**2012 Northeast Regional Agricultural Service Board (ASB) Conference**

357-12: Cholak

That Smoky Lake County Council host the 2012 Northeast Regional Agricultural Service Board (ASB) Conference on Friday, November 2, 2012 at the Vilna Cultural Center.

Carried.

**Bylaw No. 1240-12: Agricultural Service Board Independent Appeal Panel for Weed Control**

358-12: Cholak

That **Bylaw No. 1240-12:** authorize the Municipal Council of Smoky Lake County to establish the **Agricultural Service Board Independent Appeal Panel for Weed Control for Smoky Lake County**, be given **FIRST READING**.

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1240-12:** authorize the Municipal Council of Smoky Lake County to establish the **Agricultural Service Board Independent Appeal Panel for Weed Control for Smoky Lake County**, be given the **SECOND READING**.

Carried.

Moved by Councillor Danyluk that **Bylaw No. 1240-12:** authorize the Municipal Council of Smoky Lake County to establish the **Agricultural Service Board Independent Appeal Panel for Weed Control for Smoky Lake County**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Cherniwchan that **Bylaw 1240-12:** authorize the Municipal Council of Smoky Lake County to establish the **Agricultural Service Board Independent Appeal Panel for Weed Control for Smoky Lake County**, be given the **THIRD AND FINAL READING** and that Reeve and Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

**5. Issues for Information:**

**Agricultural Service Board: Report**

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

■ **Agricultural Service Board – Manager’s Report:  
February 16, 2012 to February 29, 2012.**

359-12: Orichowski

That the updated report presented by the Agricultural Fieldman, dated February 16, 2012 to February 29, 2012 be accepted, and filed for information.

Carried.

**Assistant Agricultural Fieldman: Environmental Services Report:**  
**Updated report presented Evonne Zukiwski, Assistant**  
**Agricultural Fieldman; Environmental Services:**

**January:**

- Guest speaker at AFSC Workshop “Making 2012 Count”
  - Held January 4<sup>th</sup>, 2012 @ Smoky Lake Provincial Bld.
- Attended Agronomy Update 2012
  - Held January 17<sup>th</sup> & 18<sup>th</sup>, 2012 in Red Deer
- Attended Alberta Environmental Stewardship Calendar wrap-up meeting
  - January 20<sup>th</sup>, 2012
  - Decided that due to decreasing calendar demand and time commitment we will not be going forward with a calendar for 2013
- Attended Farm Tech 2012
  - January 24<sup>th</sup> – 26<sup>th</sup>, 2012
  - First year at its new location at the Northland EXPO
  - One of the best ones that I have attended yet
- Assisted in a peer-to-peer Environmental Farm Plan review session
- Attended the 2012 Provincial ASB Conference
  - January 31<sup>st</sup>, 2012 – February 3<sup>rd</sup>, 2012

**February:**

- Hosted Working Well Workshop
  - Held February 17<sup>th</sup>, 2012 @ the Thorhild Legion
  - Had 27 registered participants in attendance
  - 3 attendees are participants in my Watch Your Water Program
  - Received lots of positive feedback
- Attended the NE AAAF meeting
  - February 10<sup>th</sup>, 2012
- Guest speaker at Vilna Ag Info Day
  - February 14<sup>th</sup>, 2012
  - Presented on the Environmental Farm Plan, Shelterbelt Programs and No-Spray Policy
- On-going planning for the 2012 Grazing School for Women
- Assisted producer in filling out his Growing Forward work plan and application forms
- Attending Thorhild ASB Meeting
  - February 28<sup>th</sup>, 2012
- Attending the North West rural extension staff meeting to discuss training needs
  - February 29<sup>th</sup>, 2012

**Up Coming Events:**

- Attending Environmental Farm Plan training session
  - March 8<sup>th</sup>, 2012
  - The workshop is to launch the development of a training program focused on the EFP and related extension programming
- Attending Thorhild CO-OP Tradeshow
  - March 9<sup>th</sup>, 2012
- Attending Pest Surveillance Update Conference
  - March 21<sup>st</sup>, 2012 in Leduc
- Was invited to partner with County of Two Hills to co-host a Crop Update Meeting
  - Date tentatively set for April 4<sup>th</sup>, 2012
- Hosting another Working Well Workshop in Smoky Lake
  - Date tentatively set for April 24<sup>th</sup>, 2012
- Asked to be a guest speaker at Vilna Gardeners Day
  - April 28<sup>th</sup>, 2012
  - Will be speaking on “Weed Wise” Gardening
- Will be delivering 2 Classroom Agriculture Program (CAP) Presentations
  - H.A.Kostash School and the Holy Family Catholic School in Waskatenau

360-12: Danyluk That the updated report presented by the Assistant Agricultural Fieldman; Environmental Services, dated March 5, 2012 be accepted, and filed for information.  
Carried.

**Alberta Agriculture Report**

361-12: Cholak That the Alberta Agriculture report presented by Kelly Lund, P.Eng on the update of the Growing Forward On Farm Energy Program update, with the allocation of funds of the Solar PV Equipment Pilot Program, be received for information.  
Carried.

**ATB Financial Farm Family Awards**

362-12: Orichowski That the Smoky Lake County nominate for the 44th ATB Financial Farm Family Awards, Curtis and Sharon Boychuk held at Northlands.  
Carried.

**Addition to the Agenda:**

**GreenTRIP Grant**

363-12: Cholak That Smoky Lake County defer discussion on the GreenTRIP Grant to a County Council Meeting allowing for administration to acquire more information about the grant requirements and procedures.  
Carried.

**Smoky Lake Field Visit 2011**

364-12: Cholak That Smoky Lake County defer the Smoky Lake Field Visit 2011 Audit report to the next Agricultural Service Board Meeting.  
Carried.

**6. Correspondence:**

**Permission to Trap on County Land**

365-12: Cherniwchan That Smoky Lake County enter into agreement with Jamie Cutler allowing Mr. Culter to trap problem wildlife on Smoky Lake County land at no charge to Smoky Lake County.  
Carried.

**Management Policy Statement No.: 62M-01-04:  
2012 Agricultural Service Board Work Plan**

366-12: Cholak That County Council accept the received Management Policy: 62M-01-04 entitled "Agricultural Service Board Work Plan", for information.

<b>Purpose:</b>	To establish an Agricultural Service Board Work Plan for the Smoky Lake County Agricultural Service Board Program.
<b>Policy Statement and Guidelines:</b>	

**STATEMENT:**

The **Agricultural Service Board Work Plan, *Schedule "A"*** outlines the Work Schedule of Projects and duties on a daily, weekly, monthly, periodic and seasonal time frame which provides detail work to be undertaken in the Agricultural Program.

**BENEFITS:**

The Agricultural Service Board Work Plan will provide the following benefits:

- Broaden the portfolio of the Agricultural Service Board Program.
- Good understanding of the process of the Ag Department.
- Increase efficiency and strengthen timeframe of deadlines.
- Establishes accountability of the Program.
- Communication Tool.

**REVIEW:**

The Agricultural Service Board Work Plan will be reviewed and presented to Council on an annual basis beginning of each year.

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome
<b>DAILY</b>				
	General administration	Staff Time Sheets. Worker Updates.	Assign duties to crews. Inspect work being done.	Maintain spray records and mowing maps.
	Phone calls	County residents concerns.	Address and handle concerns in a timely fashion.	Healthy working relationships.
	Office work	Check e-mails, code agricultural bills.	Respond to e-mail and keep a control on budgets and spending.	Make sure bills get paid on time.
	Bank deposits	County deposits.	Deliver bank deposits.	Help out office staff.
<b>WEEKLY</b>				
	Manager meeting	Meet with other managers to ensure timely operations are occurring.	Assist other departments as required.	Communication tool.
	ASB staff meetings	Meet with ASB Staff.	Discuss work plans for the week. Address safety concerns and other issues.	Communication tool to address timelines.
	Safety meetings	Meet with all staff.	Discuss safety issues and incidents. Discuss Workers concerns.	Staff use meeting to address concerns and issues to take place in the work week.
<b>MONTHLY</b>				
	Monthly reports to council	Manager report forms.	Fill out forms.	Maintain record of reports.
	Prepare ASB agenda packages every second month	Research Topics. Prepare packages.	Type Agenda's. Prepare Request of Decision Forms. Photocopy packages.	Complete Action List from the meeting.
	Monthly time sheets	Summary Sheet of work, vacation and sick days.	Fill out and hand in.	Monitor Ag Department issues.
	Safety committee meetings	Meet with the committee.	Discuss any concerns and safety issues. De-briefing of incidents.	Monitor Ag Department issues.
<b>PERIODIC</b>				
	Job interviews	Interviewing staff.	Advertise and arrange interviews.	Advise.
	AAAF regional meetings	Attend meetings.	Meet with Ag Fieldman from the region to discuss agricultural issues of mutual concern.	Bring back issues to Council.
Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome

PERIODIC				
	Coyote control damage permits	Issue 1080 (strychnine tables) for coyote control.	Inspect agricultural producer operations to confirm losses are due to predators, give alternative control. Issue 1080 as a last resort.	Issue 1080 as a last resort.
	Stray dog control	Pick –up stray dogs.	Assist Peace Officer (or in his absence) with picking up stray dogs and transporting to the pound.	Maintain proper documentation of records.
	Agriculture Awareness	Set up seminars and workshops	Arrange guest speakers, prepare presentations and advertise.	Document.
	ASB Policy Review	Read over Policies.	Amend old policies and/or create new ones	Updated policies.

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome
<b>SEASONAL: YEARLY OUTLINE</b>				
January and February	Agricultural Service Board Conference	Attend Conference.	Book rooms. Complete registration packages.	Advise.
	Year-end	Ensure all invoices are paid and bills coded to proper accounts.	Go through the ledger.	Verify with the Finance Department.
	Plan for ASB training	Talk to other Ag Fieldman about courses.	Complete the year of training schedules.	Communicate the schedules.
	Renew licenses	Renew explosives licenses.	Complete the paperwork and submit.	Maintain records.
	ASB Grant Application	Interim report to Alberta Agriculture. Review Business Plan.	Submit expenditures statements and proposed ASB Budget.	Maintain records.
	ASB work plan	Plan for the upcoming year – 2012 Work Plan.	Submit to council for approval.	Submit to Council annually.
	Year End Environmental Services	Year end report and expenses	Complete year end summary report and expenses and submit.	Maintain records.
	Farm Tech	Attend conference.	Book room. Register for conference.	Document.
March and April	Summer preparations	Order supplies.	Order chemical, dynamite, grass seed, strychnine.	Monitor Budget. Maintain Records.
	Hire summer staff	Hire summer staff for the Ag Department.	Advertise and interview; if necessary.	County orientation.
	Equipment preparations	Ensure spraying and mowing equipment is working.	Mount sprayer and calibrate.	Maintain records.
	Problem wildlife	Beaver control.	Removal (trapping) of problem beavers.	Maintain record. Develop site plan.
	Strychnine program	Richardson Ground Squirrel Control Program.	As per policy.	Maintain records and reports.
May	Problem wildlife	Beaver control.	Removal of beaver dams.	Maintain records. Develop site plan.
	Spraying program	Dandelion control program.	Spray hamlets and resorts.	Document map records.
	Roadside mowing	Begin mowing program.	Mow resorts, hamlets, and main arteries.	Document map records.
	Farmer Appreciation barbeque	Work with Ag societies to host the Farmer Appreciation barbeque.	Advertise, coordinate with hall, Ag society, order food, make work schedule, and all other arrangements.	Document.
Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcome

<b>SEASONAL: YEARLY OUTLINE - CONTINUED</b>				
<b>May (continued)</b>	ASB grant application	Submit ASB Grant application.	Send in audited financial statements. Approved budget. Application agreement forms.	Maintain records.
	Shelterbelt Program	Pick up tree orders	Phone applicants to pick up their trees.	Document.
<b>June, July and August</b>	ASB Summer Tour	Attend tour.	Book rooms and register.	Document.
	Roadside spraying	General spraying of road allowances.	Spray road allowances with the priority of noxious weeds first then brush control.	Proper documentation of spraying. As per policy.
	Roadside mowing	Grass cutting program.	Mow all gravel roads within the County.	Document map records.
	Pest monitoring	Insect inspections and other.	Inspect fields for grasshopper, bertha army worms and club root.	Maintain records.
	Spot spraying program	Weed spraying in County ditches.	Spray weed spots which cannot be reached by larger spray truck. Labor intensive hand work. Priority given to extremely rare weeds and public trail system and hamlets.	As per policy.
	Problem wildlife	Beaver dam control.	Install gizmos and remove dams to alleviate water issues for farmers and public roads.	Maintain records. Develop site plan.
	Weed survey program	Weed survey inspections.	Inspect fields for weeds.	Maintain records.
	Grazing School for Women	Co-host the Grazing School for Women.	Work with committee to plan and host the event.	Document.
<b>September</b>	Club root program	Club root inspections.	Inspect fields for club root.	As per policy; development and awareness.
	Grasshopper survey program	Grasshopper survey inspections.	Inspect ditches and fields for grasshoppers.	Maintain records.
	Roadside spraying and brush control	General spraying of road allowances and where past brushing projects occurred.	Finish up spraying road allowances and brushed areas.	Document map records.
<b>October</b>	Problem wildlife	Beaver dams.	Removal of dams to alleviate water back-up from spring run.	Maintain records. Develop site plan.
	Spraying equipment	Winterize spraying equipment and put away for winter.	Take small sprayers off truck and Polaris. Flush and winterize with RV antifreeze.	Maintain records.
	Budget meeting for Ag and capital assets	Meet with Finance manager regarding budget.	Evaluate programs and capital needs, price out items and prepare budget.	Meet with Finance Department.
	Policy and Program Review	Adjust budget to co-exist with policy change.	Evaluate policy and programs to match our budget.	Updated Policies.
<b>November and December</b>	Training	Annual in service training.	Attend week long update courses on agricultural issues.	Document as per issues arise.
	Budget Review	Review Budget	Review ledger, make sure all purchases are properly coded and all purchases are complete.	Communicate with Finance Department.
	Inventory	Take chemical supply inventory.	Count supplies.	Maintain records.

Carried.

**Management Policy Statement No.:M01-11-04**

**Assistant Agricultural Fieldman: Environmental Services -Job Description**

367-12: Cholak

That County Council accept the received Management Policy Statement No.: M01-11-04: Assistant Agricultural Fieldman: Environmental Services- *Job Description*, for information.

<b>Purpose:</b>	The Assistant Agricultural Fieldman: E.S. (Environmental
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Services) shall report directly to the Agricultural Fieldman or Chief Administrative Officer.

As part of a Municipal team, the Assistant Agricultural Fieldman E.S. provides leadership, coordination, and technical expertise to environmentally responsible agriculture at the Municipal level. Program planning, extension and technical support is provided to the municipalities of Thorhild and Smoky Lake ratepayers. The purpose of the position is to facilitate the development and transfer of practical information on environmentally responsible management in partnership with various stakeholders and partners such as other Agricultural Service Boards, producers groups, applied research associates, agri-business and both the Federal and Provincial government agencies. This position creates awareness and understanding of environmental issues facing the industry to support the adoption of beneficial management practices by farmers and ranchers.

**Policy Statement and Guidelines:**

**RESPONSIBILITIES**

**1. Program Management and Deliver:**

1.1 Delivery of the Environmental Stream Program and related initiatives at the Municipal level in partnership with other stakeholders. This includes extension program planning, delivery, evaluation and progress monitoring for future enhancement. Responsible to ensure environmental programs are effectively delivered to increase awareness and understating of the issues facing industry and local programs are organized to address them.

1.1.1 Activities:

1.1.1.1 Through consulting and liaison with stakeholders, local producers and other Municipal staff plan and develop a three year conservation program that meets the environmental needs of the agriculture industry in the Smoky Lake and Thorhild Counties.

1.1.1.2 Provide advice, feedback, and input regarding local issues, concerns, needs, and trends to ensure on-going program effectiveness. Local information and technical needs are identified and required response and appropriate action initiated.

1.1.1.3 Research past conservation programs in Smoky Lake and Thorhild County's to become familiar with the history of the programs and utilize these demonstrations in future awareness activities. Complete continuing programs or projects within both municipalities.

1.1.1.4 Facilitate the Municipal delivery or Provincial conservation initiatives (Provincial Riparian Habitat Management Initiatives, Environmental Farm Planning, Nutrient Management Initiative, Water for Life) through partnership and various networks.

**2. Administrative:**

2.1 Ensure the ASB operates in accordance with the Agricultural Service Board Act in absence of the Agricultural Fieldman.

2.2 Plan and develop programs, demonstrations, meetings, workshops and awareness information for ratepayers as approved by the Municipal Agricultural Service Board.

2.3 Ensure that ASB policies are carried out according to policy manual and inform ASB as to policy development or change.

2.4 Prepare ASB meeting minutes for approval by the Agricultural



Fieldman as soon as possible.

**3. Weed Control:**

- 3.1 Weed Control Act.
- 3.2 Act as Weed Inspector for the Municipality.
- 3.3 Enforcement of above act.
- 3.4 Analyze weed samples.

**4. Pest Control:**

- 4.1 Agriculture Pest Act.
- 4.2 Assist Federal and Provincial Agencies with pest monitoring as required.
- 4.3 Assist Agricultural producers with control recommendations.
- 4.4 Maintain blasting certificate.
- 4.5 Ensure adequate records are kept regarding toxicants and control work that has been completed.

**5. Technology Transfer and Extension:**

- 5.1 Intergrade, practical, unbiased technical information related to environmentally responsible farm management is collected, compiled, and delivered in cooperation with various stakeholders.

5.1.1 Activities:

- 5.1.1.1 Develop an information library and a resource list including all conservation experts, stakeholders, and key contacts in the farm community.
- 5.1.1.2 Preparation and delivery of technical presentations at various extension events.
- 5.1.1.3 Organization and participation in field days, demonstrations, workshops, newspaper and newsletter articles, and clinics to transfer practical information and support practice change by farmers and ranchers.
- 5.1.1.4 Prepare grant applications to enhance coverage of conservation events and issues.
- 5.1.1.5 Meet and work with individual producers on conservation planning programs such as pasture management plans, environmental farm plans, nutrient management initiative and the Growing Forward Program.

**6. Scope:**

- 6.1 This position deals with a wide variety of complex issues, functions, responsibilities and a diverse group of internal and external clients and stakeholders.
- 6.2 Contacts include external industry agencies, other Agricultural Service Boards, producers groups, applied research associates, lake shore management groups, agri-business and governmental agencies.
- 6.3 A clear understanding of the broad issue facing the industry must be interpreted for delivery at a local level.
- 6.4 An excellent understanding of local issues and sensitivity is necessary to effectively address the priority issues in a meaningful way.
- 6.5 Complex, multi-disciplinary issues must be interpreted and presented in a way, which is applicable and meaningful to the local situation to ensure planning and delivery of programs.
- 6.6 A variety of interdisciplinary teams of experts and industry stakeholders must be developed and coordinated to ensure the best information is made available for the industry.
- 6.7 The responsibility and functions are carried out with considerate

independence and discretion within broad program guidelines. The position is self-motivated and has the authority to make decisions within program criteria and budget.

- 6.8 Considerable creativity and originality is required for effective needs assessment, program and development, and evaluation. New extension and community building techniques must be used to transfer information in a variety of ways. Mediation and consensus building skills require flexibility and the ability to take risks and try new things.

#### **OTHER RESPONSIBILITIES**

- Other responsibilities of duties as assigned from time to time by the Agricultural Fieldman, Chief Administrative Officer and the Assistant Chief Administrative Officer.

#### **KNOWLEDGE AND ABILITIES**

- Thorough knowledge and expertise of agriculture management practices and systems (crops, livestock, and grazing and forage production) and the relationship to environmental issues facing agriculture related to soil, water, air quality and biodiversity.
- Understanding of land use planning principals including aerial photography interpretation and understanding of the Precision Agriculture site specific management and the agronomic and environmental benefits.
- Computer skills are required to facilitate data management, analysis, reporting and effective communications.
- Program development and planning skills (issues identification, objectives, action, progress measurement and evaluation) and extension skills.
- Leadership skills required to ensure environmental programs and projects are in place.
- Communications (technical writing, plain language writing and presentations) skills are required to ensure information is delivered to increase awareness and understanding of issues, solutions and programs.
- Decision-making and problem solving skills are required on a day-to-day basis regarding programs, projects, and teamwork.
- Conflict resolution, mediation, negotiation and public relations skills are required for dealing with a wide variety of stakeholders and clients. Local sensitive, politics and complex issues must be understood and diplomatically addressed to build consensus, support effective teams, programs and projects to meet environmental objectives of the industry.
- Team building, teamwork, partnering and network skills are required to bring together a broad range of stakeholders from various disciplines to develop and implement integrated, practical problems.
- Pest Control License.
- Related technical diploma or degree is preferred.

#### **STAFF DEVELOPMENT**

- Attend Workshops and Seminars as required.

#### **EMPLOYEE PERFORMANCE EVALUATION**

- By the Agricultural Fieldman – yearly.

#### **SALARY RANGE**

- As per **Policy 01-03: Organizational Chart.**

Carried.

**Alberta Farm Safety**

368-12: Danyluk

That the letter received from Laura Nelson, Executive Director of Alberta Farm Safety Centre dated February 22, 2012 be filed for information and that Smoky Lake County continue to fund the “UFA Safety Smarts” program for \$ 1,186.50.

Carried.

**PART 2: Fire Protection Services**

**4. Request for Decision:**

No request for decision at this time.

**5. Issues for Information:**

**Fire Chief’s Report**

The Fire Chief presented an updated report on the following issues:

- **Fire Chief – Manager’s Report:  
February 16, 2012 to March 1, 2012.**

369-12: Cherniwchan

That the updated report presented by the Fire Chief, dated February 16, 2012 to March 1, 2012 be accepted, and filed for information.

Carried.

**6. Correspondence:**

**Sustainable Resources Development Annual Fire Control Plan**

370-12: Orichowski

That the Smoky Lake County execute an agreement with Alberta Sustainable Resource Development, Forestry Division to provide Mutual Aid Fire Control as per the Annual Mutual Aid Fire Control Plan 2012 commencing March 1, 2012 to February 23, 2013.

Carried.

**Mutual Aid; County of Thorhild**

371-12: Danyluk

That Smoky Lake County execute a Mutual Aid agreement with the County of Thorhild effective October 11, 2011 as per the request received from Cindy Olchow, Agriculture, Emergency and Community Services Director, dated October 5, 2011.

Carried.

**Addition to the Agenda:**

**Fire Invoice 14562**

372-12: Cholak

That Smoky Lake County accept cheque number 7915, dated February 28, 2012 for the amount of \$200.00 from James R Frazer as an initial payment for Invoice 14562 dated May 15, 2005, and send a letter to Mr. Frazer indicating that if the remaining balance of \$200.00 of the original invoice owing is paid prior to March 28, 2012, all interest and penalties acquired and levied against taxes on roll number 14581220 will be cancelled.

Carried.

7. **Delegation:**

**Siegfried and Katherina Loffelbein**

Present before County Council at 10:09 a.m. to 10:29 a.m. was Siegfried and Katherina Loffelbein, Smoky Lake County Landowners to address with Council a Beaver Control issue on their land.

373-12: Dayluk

That Smoky Lake County reimburse Mr. Siegfried and Katherina Loffelbein for half of the total cost of Invoice 28913 dated October 15, 2011 for a total of \$410.00 for beaver dam removal on their property.

MOTION DEFEATED.

**Next Meeting**

374-12: Cholak

That the next **Agricultural Service Board Meeting** be scheduled for Friday, **May 4, 2012** at 10:00 a.m. to be held at the County Council Chambers.

Carried.

**ADJOURNMENT:**

375-12: Bobocel

That this meeting be adjourned, time 12:22 p.m.

Carried.

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CHAIRMAN

S E A L

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CHIEF ADMINISTRATIVE OFFICER