



*2011*

# FLAGSTAFF COUNTY ANNUAL REPORT





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## MESSAGE FROM REEVE HENRY HAYS



Flagstaff County Council, through responsible direction and action, is dedicated and committed to the continuation of our Strategic Plan. That is, to the cooperative development of our vision regarding the "Community of communities" and to the services needed by the electorate of Flagstaff County.

We are now in our new administration office which was and still is debated, however with the timing of MSI funding and the ever increasing demand for new programs and management entities the office was built. This facility will provide space and new technology to provide the continuing and new services for our ratepayers and the Community of communities.

This year we will see the implementation of our new Recreation Plan. A full time Recreation Coordinator was hired to implement this plan and assist communities. The criteria for this plan no longer puts emphasis on facilities, it is expanded to consider the quality of programs delivered and to provide financial reward.

In the near future, hopefully we can complete the long term development of a new fire agreement. In the County's perspective, this agreement will simply consist of a working relationship where Flagstaff County shares financial cost of equipment, operation and management in return the communities provide manpower.

As Reeve the frustration with partner programs is the continuous demand for money. We do not have a bottomless pit and we must be responsible to our ratepayers.

Public Works is a huge portion of our costs. 1700 miles of roadways, bridges etc. are a heavy burden. Work is continuous in developing and maintaining an artery system of roads which supply the wide varying needs (not wants) for our ratepayers, including farmers and industry. Let us remember our oilfield industry and its related services supplies 64% of our tax assessment.

The goal of Flagstaff County Council is to continue to build the "Community of communities" to bring to reality the Strategic Plan and Vision. With responsibility and care, we will strive to bring about the best and most effective level of service to the County.

## FLAGSTAFF COUNTY VISION

*A safe, caring, and vibrant rural “Community of communities” committed to working with our neighbors to ensure the quality of life for all citizens.*

*As an innovative and progressive “Community” that balances economic prosperity and environmental stewardship, we deliver a responsible level of service that is both efficient and effective.*

## FLAGSTAFF COUNTY COUNCIL

### **Mike Kueber**

I am currently serving my first term on Council. I am a member of the ‘Youth Engagement and Entrepreneurism’ task team of BRAED and feel we have to do more to retain the youth in our communities.



### **Rick Bergseth**

I am currently serving my third term on Council. I represent Division 6, yet realize that all our citizens, both rural and urban are affected by Council’s decisions. Our community is dealing with shifts in demographics as well as a declining population. Whether farming or running a business, change is now the norm. Recognizing and addressing regional levels of service is the most difficult and challenging issue that we face as a Council. The new Recreation Funding Strategy, as well as the Fire Agreement currently being developed will try to address these issues and more efficiently deliver funds to reflect the needs.



### **Wade Lindseth**

I am currently serving my first term on Council. The need to provide efficient, effective and equitable municipal services to all residents of the Flagstaff Region is important to me, beginning primarily with ensuring there is an efficient, well-developed road network system.







**Gerald Kuefler**

I am currently serving my third term on Council. I believe in working with citizens in our "Community of communities" to develop progressive community programs that are effective, efficient, and equitable.



**Henry Hays**

As Reeve, my goal, through cooperation with and between all people, is to work towards bringing our vision to reality. With Council working in a united direction for the betterment of all, it will bring the strategic objectives of our pillars into a positive result for the County, its rate payers, and our Community of communities.



**Rick Manning**

I am currently serving my first term on Council. My term as councillor for Division 1 has thus far been an enjoyable and very enlightening experience. Thank you to individuals who have offered suggestions, advice, or words of caution. I am looking forward to representing our rate payers for the remainder of my term.



**Charlotte Curtis**

I am currently serving my fifth term on Council. I enjoy the challenges undertaken in the County's commitment to progressiveness and innovation, which involves change, in order to continue to remain viable and competitive.

## FLAGSTAFF COUNTY COUNCIL MEETINGS

Flagstaff County Council meetings are conducted at the Flagstaff County administration office on the 2nd and 4th Wednesday of each month commencing at 9:00 a.m. Copies of the adopted Council Meeting minutes are available on our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) or at the office.

All citizens are welcome to attend the Council and Committee meetings that are conducted in public. Please be advised that given the public nature of all Council and committee meetings, an individual writing to a councillor or administration, could have their correspondence, including name and address, disclosed at meetings.



## ADMINISTRATION BUILDING

In December 2010, we moved into the new Administration building located at 12435 Township Road 442 (West of the County Shop).

In May 2008 Flagstaff County purchased 68 acres of land in the NE 8-44-12 W4M for the purpose of a new administration building. Throughout 2008 and 2009 Flagstaff County conducted a space needs assessment, and created a building committee with two advisory members from the public. In April 2010, through the formal tendering process, Phoenix Construction was awarded the contract for the construction of the building and began work immediately.

The project was completed at a cost of \$ 8,159,630 which was \$53,168 under budget. The Municipal Sustainability Initiative (MSI) provincial funding provided \$5,425,000. The remainder of the funding was provided through reserves.





## NEW INITIATIVE PROJECTS

In 2007, the Province of Alberta committed to provide municipalities with sustainable funding to meet the increasing challenges they face and enhance their long-term sustainability. This Municipal Sustainability Initiative (MSI) is a long term program that will provide operational and capital funding to support our new initiatives.

The proposed MSI grant funding is a total of \$31,000,000 with approximately 75% allocated towards capital projects. In 2009, due to economic circumstances, the province reduced their MSI funding levels. Operational funding was reduced by 10% and capital funding was reduced by 40%. The province committed to providing the total MSI funding with the possibility of extending it over a period of more than ten years. Our past funding from MSI grants are as follows:

	Operating	Capital
2007	\$116,312	\$753,459
2008	\$379,097	\$1,098,345
2009	\$368,951	\$805,284
2010	\$357,311	\$1,893,310
2011	\$337,622	\$1,769,950
2012	\$323,334	\$1,747,847

## 2011 NEW INITIATIVES

The following initiatives are from the 2011 New Initiatives of our Business Plan. The project budgets are established in the annual budget and business plans. The projects are at various stages of completion.

### ***Host a Community Builder's Workshop.***

Flagstaff County will host a workshop where representatives from various organizations (Student and Parent Councils, Lions Club, Legion members, Ag Society, Business leaders, etc.) have an opportunity to engage and determine our community's needs. As well, provide opportunity to organizations within our community to build relationships that will allow them to achieve social, economic, cultural and environmental goals together to become a more healthy and active community.





## ***Host a symposium on value added opportunities for agriculture, a trade fair and a regional farmers market.***

A one day symposium is currently being planned to include a trade fair and regional farmers market that will provide information and opportunities for agricultural producers and industry to expand their markets and network within the Flagstaff Region.



## ***Host an Active Living Conference for Seniors.***

Flagstaff County will be hosting an active living conference for men and women over the age of 55. The purpose of this one day conference is to recognize the importance of active living to the well being, independence and quality of life for our seniors. A keynote speaker will be provided and various individual breakout sessions will take place throughout the day. These sessions will cover topics such as:

- Income planning for retirement
- Fitness for People 55 and Better
- Preserving the Stories of Your Lives
- Using Your Medications Wisely



## ***Implement a Records Management System.***

The intent of this project is to fully integrate paper and electronic files into an Information System where documents are effectively managed, streamlined and easily retrievable. This ensures the preservation of vital records and provides for a more efficient retrieval process reducing staff time spent on searching for files/documents and creates efficient use of office and storage space for records.



## ***Municipal Internship Program – Year 1.***

This initiative involved partnering with the Towns of Daysland, Killam and Sedgewick to hire a municipal intern to work amongst the four municipalities. By partnering together we are able to provide opportunities in various program areas which offered practical experience to ensure an understanding of municipal structure, management and operations.

## ***Campsite Improvements.***

Flagstaff County will work with the municipalities of Daysland, Hardisty and Alliance to upgrade their local campsites located in the County. Some improvements include:

- General site maintenance
- Building maintenance
- Tree/shelterbelt replacement



## ***Provide a "Community bus" as transportation for citizens/clubs within our communities.***

We are in the process of acquiring a 34 passenger bus to be utilized by citizens and clubs of the Flagstaff Community as an affordable means of transportation to attend social activities, functions and events.



## ***Public Works Programs and Services Review.***

This project will review particular public works programs and services to assist in strengthening the department to increase the ability to provide a responsible level of service to our community.



## **2012 NEW INITIATIVES**

The following initiatives are from the 2012 New Initiatives of our Business Plan. The project budgets are established in the annual budget and business plans. These projects will be implemented in 2012.

## ***Shelterbelt Enhancement Program.***

This project involves contracting a horticulturalist for a two year period to engage our ratepayers in properly planning and maintaining shelterbelts to ensure their longevity. Through the promotion of shelterbelt establishment we can enhance the biodiversity, appearance and all other advantages that trees provide to our community.





## ***Leafy Spurge Control Program.***

Through an integrated weed control program developed cooperatively by the County and landowners, a specialist will assist landowners with implementing leafy spurge weed control on their property. The specialist will provide the proper tools to help landowners fulfill their responsibility to control leafy spurge, help them develop and implement their own control programs, as well as enforce legislation upon those landowners that are unwilling to cooperate. This is a two year program.



## ***Regional Water Operators Consortium Project.***

This project involves upgrading existing water treatment plant infrastructure and installing remote monitoring technology. This will assist our urban communities in recruiting and retaining certified personnel to operate their water treatment and distribution systems.



## ***Recreation Infrastructure Renewal and Development Plan.***

This evaluation will develop an inventory of all existing indoor and outdoor facilities; assess their physical condition using the Alberta Recreation & Parks Association (ARPA) assessment tool. To determine if upgrading is required for existing facilities, or if new facilities may be required. An integrated facility management system and a Facility Lifecycle Maintenance Program will be implemented.



## ***GIS Enterprise Solution (GPS).***

Flagstaff County recognizes the importance of Geographic Information Systems / Global Positioning Satellites technology and continues to move forward with this program. This project has a three year time frame that will create an "Enterprise Solution" that connects all of our data to a map. Digital data such as; taxes, assessment, ownership, oil and gas wells, pipelines, road types, road widths, bridges, culverts, land use, water wells and any other data, related to a parcel of land can be viewed on a map. This spatial tool will allow for improved planning, analysis and reporting mechanisms.



## **Municipal Internship Program – Year 2.**

Flagstaff County is participating in the second year of the Municipal Internship Program. This program is designed to provide support to municipalities in recruiting, training and retaining competent employees who can progress into leadership positions. Through participation, Flagstaff County is demonstrating a commitment to the future of municipal government in Alberta.



## **Teen Leisure Club – Phase 2.**

Phase 1 – Research and collect data.  
Phase 2 – Create a Teen Leisure Club.

The goal of the teen leisure club is to allow youth to socially develop in a safe environment with structured programming to encourage appropriate teen behaviour. This provides ownership of the facility for teens where they can have a positive influence on their activities and contribute to the community; they can meet new people and create future relationships.

Phase 1 of this project involved researching similar facilities around the province to determine what was working effectively and where improvements could be made. Phase 2 of this project will be implemented in 2012. Funding will be provided to Flagstaff Family and Community Services (FFCS) to administer this program.



*Photo courtesy of Derek Wurtz*



## NEW WEBSITE!

[www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

We are very pleased to announce the launch of our new website which was released at the end of November 2011. The new site is very user friendly and allows for easy navigating when you are looking for information that pertains to our municipality. Please provide us with feedback about the new site at [county@flagstaff.ab.ca](mailto:county@flagstaff.ab.ca) so we may continue to enhance and improve our website.

You can also find Flagstaff County on Facebook and Twitter. Make sure to "like" our page to receive information directly to your wall and follow us on Twitter to receive current information about what's happening in the County.

Don't forget to sign up on our website to take advantage of receiving weekly information sent directly to your email.



## STAFF DIRECTORY

**County Office** (780) 384-4100  
Toll Free 1-877-387-4100

### Administration

Chief Administrative Officer Shelly Armstrong (780) 384-4101  
Asst. Chief Administrative Officer Brent Hoyland (780) 384-4104  
Finance Officer Deb Brodie (780) 384-4109

### Assessment

Assistant Assessor Amy Barnes (780) 384-4132

### Agricultural Service Board

Agricultural Fieldman Laurie Hillaby (780) 384-4131  
Assist. Agricultural Fieldman Roxanne Nalesnik (780) 384-4129  
ASB Administrative Assistant Justina Gaudette (780) 384-4118

### Development and Planning

Development Officer Rosemary Wetter (780) 384-4102

### Economic Development

Economic Development Coordinator Jennifer Fossen (780) 384-4121

### Protective Services

Peace Officer Skyler Zelinski (780) 384-4100  
Peace Officer Jim Wells (780) 384-4100

### Public Works

Public Works Superintendent Darrell Szott (780) 384-4107  
*Field Coordinators:*  
Oiling Gary Longhe (780) 384-4126  
Construction and Bridges John Sarasin (780) 384-4119  
Gravel John Guhle (780) 384-4122  
Road Maintenance Randy Brodie (780) 384-4125  
Public Works Industry Liaison Trina Lassu (780) 384-4103  
Shop Supervisor Kevin Kinzer (780) 384-4106  
Public Works Administrative Asst. Janice Kroetsch (780) 384-4110

### Regional Emergency Services

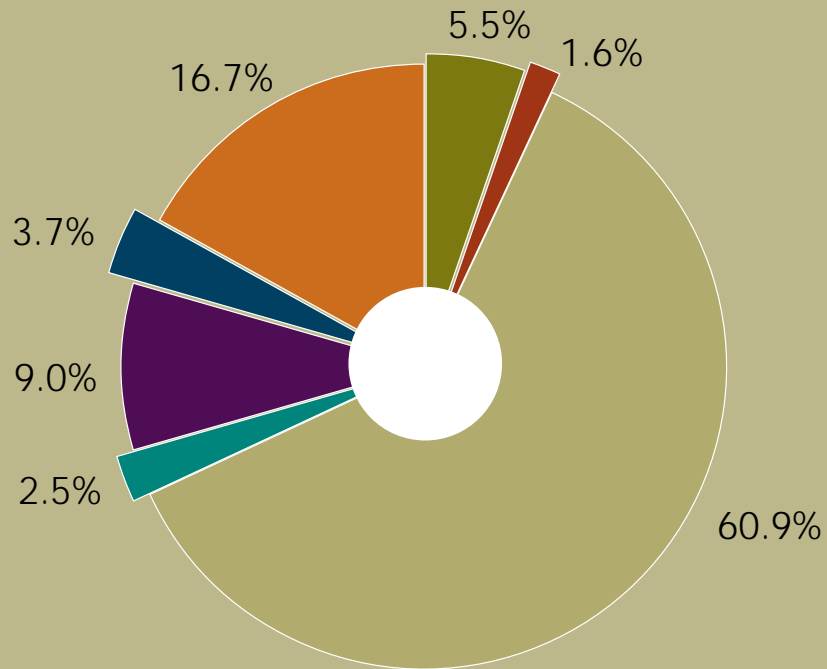
Regional Emergency Services Coordinator Kim Cannady (780) 384-4127

### Recreation

Community Recreation Liaison Coordinator Jim Fedyk (780) 384-4134

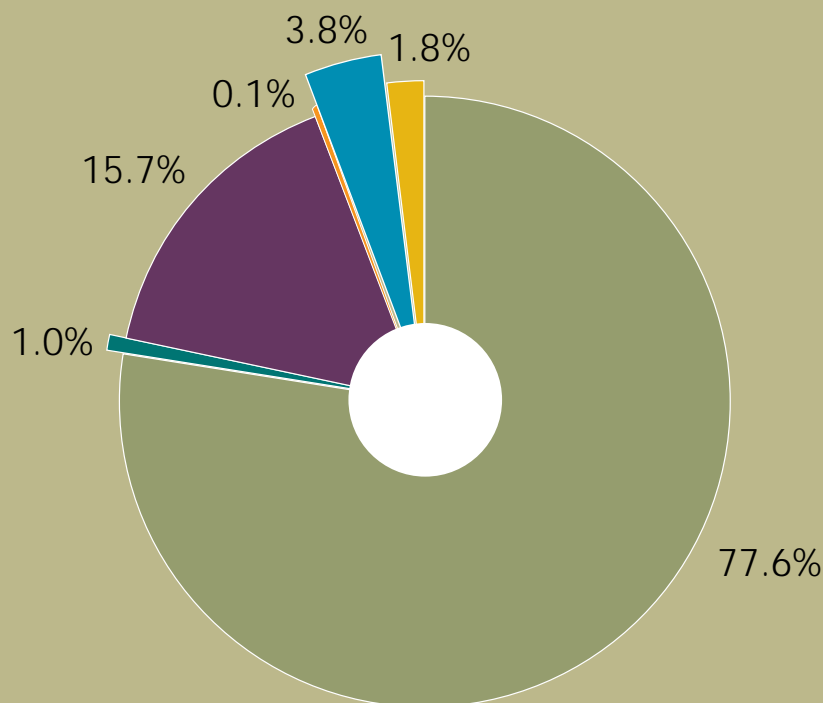
## SUMMARY OF OPERATIONS







## Operating Expenditures 2011



	Protective Services	\$835,534 – 5.5%
	Waste Management	\$244,132 – 1.6%
	Public Works	\$9,318,316 – 60.9%
	Public Health & Welfare	\$382,507 – 2.5%
	Agriculture / Development / Planning	\$1,382,402 – 9.0%
	Recreation / Culture	\$572,198 – 3.7%
	General Government	\$2,559,911 – 16.7%

## Operating Revenues 2011



	<b>Taxes -Municipal Purposes</b>	\$16,348,647 – 77.6%
	<b>Investment Income</b>	\$201,610 – 1.0%
	<b>Government Grants</b>	\$3,310,139 – 15.7%
	<b>Emergency Services Requisition</b>	\$19,662 – 0.1%
	<b>Sales and User Charges</b>	\$805,130 – 3.8%
	<b>Revenue Own Sources</b>	\$369,556 – 1.8%

**Excess Revenue Over Expenses** **\$5,759,744**

Unrestricted Surplus	\$2,921,805
Reserves	-\$381,799
Equity in Tangible Capital Assets	\$3,219,738

Flagstaff County has copies of the 2011 Financial Statement available for the public. Copies can be obtained by contacting the County office at Box 358, Sedgewick, AB, T0B 4C0 or calling (780) 384-4100. You may also go to the Flagstaff County website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) and download or view a PDF version of the 2011 Financial Statement.

## AGRICULTURAL SERVICE BOARD

The Agricultural Service Board focuses on core issues such as weed control, soil conservation, water quality and quantity, and pest management.

Working with provincial and private agricultural and environmental organizations the ASB helps deliver programs beneficial to our residents.

**Flagstaff County Agricultural Service Board includes all County Councillors and the following appointed members:**

Derek Price  
Tom Zwack  
Rodney Strauss  
Steve Saruga

### **Agricultural Service Board Staff Members:**

Laurie Hillaby, Agricultural Fieldman  
Roxanne Nalesnik, Assistant Agricultural Fieldman  
Justina Gaudette, Administrative Assistant



### ***Shelterbelt Establishment Program***

The Agricultural Service Board continues to offer a Shelterbelt Establishment Program to all rural landowners. This program is offered to help promote, establish, and maintain healthy shelterbelts throughout the municipality.

Applications are available at the County Office and should be submitted by March 15th of every year to Agriculture and Agri-Food Canada. Flagstaff County notifies successful applicants of their designated tree pickup date.

Landowners who plant a field shelterbelt at least 1/3 of a mile long with trees from this program will have the opportunity to have the planting and initial watering provided by Flagstaff County at no cost.

15,000 trees were planted in Flagstaff County in 2011 using this program.



## **No Spray Agreements**

These agreements are available to residents who do not want herbicide applied to the municipal right-of-ways adjacent to their property.

- Agreements must be signed prior to June 1st of every year
- "No Spray Zone" signs must be posted
- The resident assumes responsibility of weed and brush maintenance along roadsides in accordance with municipal standards.

Applications are available on the website or at the office.



## **Roadside Brush and Weed Spraying**

Roadside brush and weed spraying within Flagstaff County occur on a 3 year rotation (1/3 of county right of ways are sprayed every year).

Flagstaff County ASB offers custom spraying service on private land for the control of small patches of persistent perennial weeds such as toadflax, scentless chamomile, common tansy, white cockle and leafy spurge.



## **Weed Concerns within Flagstaff County**

Flagstaff County is providing 2 hours free labour for the control of white cockle and scentless chamomile on private land. This is ideal for fence lines and headlands which are prime targets for infestations.

## **Roadside Haying Along Flagstaff County Right of Ways**

Flagstaff County mows all roadsides twice a year. Landowners wanting to hay municipal right of ways must complete an application for a roadside Haying Permit from Flagstaff County prior to May 15th of every year. Permitted landowners must then have their haying completed by July 15th of each year.

Application forms are available on the website or at the County office.





## **Clubroot Disease of Canola**

Clubroot is a concern for Flagstaff County residents. It is a serious soil-borne disease of canola and is declared a pest under Alberta's Agricultural Pest Act. In 2011, there were 7 positive samples identified within the County, making a total of 10 confirmed clubroot cases in the municipality since 2006. Flagstaff County's Clubroot and management practice policy is available on our website.



More Information about the Agricultural Service Board is also available on the Flagstaff County website, including;

- Common Weeds of the County
- Tank Loading Facilities
- Pesticide Container Collection Sites
- Park Information
- Available Services and Equipment
- Feed/Water/Soil Testing
- Beaver Dam removal

## **LOOKING FORWARD TO 2012**

- 2012 Watch Your Water Program- Test your water well for arsenic.
- 2012 Grazing School for Women June 13-14 in Vegreville, AB.
- Agricultural Symposium July 28 in Sedgewick, AB.



## ASSESSMENT DEPARTMENT

### **Assistant Assessor – Amy Barnes**

780-384-4132 or abarnes@flagstaff.ab.ca

### ***Assessment Department***

The Assessment Department establishes and maintains property valuations (assessments) for all property within Flagstaff County for the purposes of distributing annual property taxes. We provide annual valuations for approximately 8,400 County properties and 460 additional properties for contracted services to the Villages of Galahad and Strome.

### ***Understanding your Property Assessment***

Property assessment is the process of assigning a dollar value to a property for taxation purposes. In Alberta, property is taxed based on the ad valorem principle. Ad valorem means “according to value.” This means that the amount of tax paid is based on the value of the property.

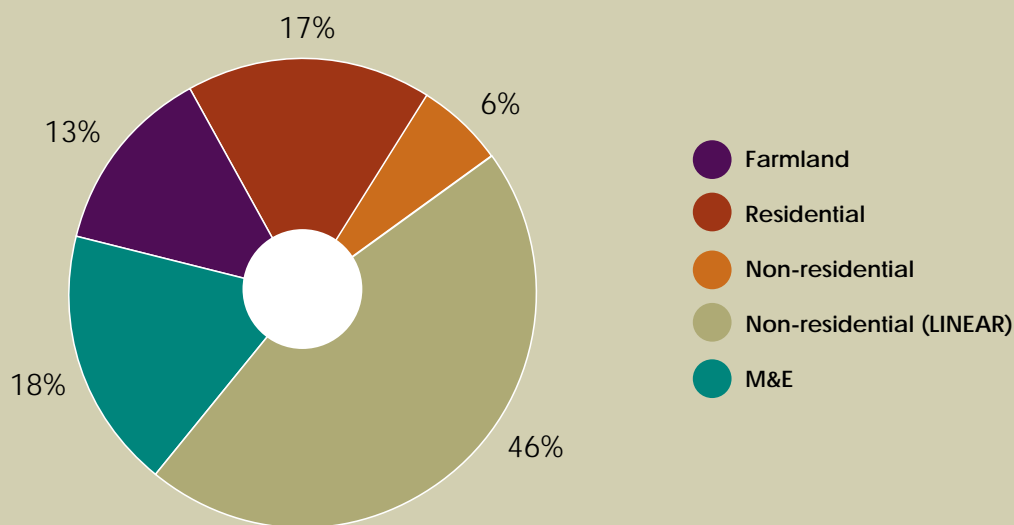
### ***Market Value***

The market value based standard is used to determine the assessed values for the majority of properties in Alberta. Market value is the price a property might reasonably be expected to sell for if sold by a willing seller to a willing buyer after appropriate time and exposure in an open market.

Key characteristics of market value are:

- It is the most probable price, not the highest, lowest, or average price.
- It is expressed in terms of a dollar value.
- It assumes a transaction between unrelated parties in the open market.
- It assumes a willing buyer and a willing seller, with no advantage being taken by either party.
- It recognizes the present use and potential use of the property.

## 2010 Assessment Year / 2011 Tax Year Total



Some types of properties are difficult to assess using a market value based assessment standard because:

- They seldom trade in the marketplace. When they do trade, the sale price usually includes non-assessable items that are difficult to separate from the sale price.
- They cross municipalities and municipal boundaries.
- They are of a unique nature.

Municipal Affairs prescribes rates and procedures to assess these types of properties, which are referred to as "regulated property". Rates and procedures are determined by what a type of property is used for, its activity, or its production capability.

There are four types of regulated property:

1. Farmland
2. Linear property
3. Machinery and equipment
4. Railway property



## Assessment Growth



## Farmland

Farmland is assessed on the basis of its productive value; that is, the ability of the land to produce income from the growing of crops and/or the raising of livestock. The productive value of farmland is determined using a process that sets a value for the best soils, and then makes adjustments for less-than optimum conditions such as stones, the presence of sloughs, or topography.

## LOOKING FORWARD TO 2012..... ACCURATE ASSESSMENT GROUP

As of August 1, 2011 Flagstaff County has contracted assessment services out to Accurate Assessment Group. Accurate Assessment Group Ltd. was incorporated April 16, 1997 in the province of Alberta. Since that time, they have developed a positive track record of performance with municipalities across the province.

Accurate Assessment Group employs highly knowledgeable and experienced staff. Using Geographic Information Systems, they have pioneered the way assessments are being analyzed, which allows them to provide a more efficient and effective assessment that is of the highest quality.

Flagstaff County continues to employ an assistant assessor to work with the contractor and assist the public in the assessment department.

### **Amy Barnes, Assistant Assessor**

Direct- 780-384-4132

Fax- 780-384-3635

abarnes@flagstaff.ab.ca



## DEVELOPMENT AND PLANNING

### **Development Officer – Rosemary Wetter**

780-384-4102 or [rwetter@flagstaff.ab.ca](mailto:rwetter@flagstaff.ab.ca)

The County strives to achieve a pattern of land use and development that benefits the entire county as a “Community of communities” to create an attractive municipality that will enhance the quality of life of its residents. This entails working collaboratively with the communities within our municipality to achieve this goal. This is realized through the goals and regulations set out in our Land Use Bylaw, Municipal Development Plan and Intermunicipal Development Plans and through cooperation, consultation and communication with the public.



## Developments:

In the past year we have had a number of developments that have been undertaken without the required approvals. Please be aware that no development shall be undertaken within the municipality unless an application for it has been approved and a development permit has been issued. The Development Permit is required to ensure that:

1. Setbacks from the road and property lines adhere to regulations.
  - All buildings, improvements and dugouts must be set back a minimum of 50 meters (164 feet) from the center of a County road. Setback distances are required to ensure safety from roadway traffic, minimize dust and noise, ensure sightlines to the roadway are clear, and to provide sufficient distance for possible road development in the future.
  - Side and rear yard setbacks vary for structures, shelterbelts and dugouts.
2. The land is properly zoned for the building use (i.e. residential, industrial, and commercial).
  - To provide areas of land for uses that will not conflict with one another (e.g. Industrial development does not conflict with agriculture or residential land users).
  - To encourage appropriate industrial development in environmentally suitable locations and to a high environmental standard.

## Developments in 2011

	Commercial/ Industrial	Residential	Non- Residential
Number of Permits Issued	6	24	11
Value of Permits Issued	\$6,495,000.00	\$5,205,100.00	\$1,037,600.00



## **Building, Electrical, Plumbing, Private Sewage and Gas Permits:**

The Safety Codes Act requires that all contractors and homeowners in Alberta obtain permits prior to commencing work on buildings, including mobile homes. These permits are required to ensure construction meets the Provincial Building Code, the Canadian Electrical Code, the Alberta Gas Code, or the Alberta Plumbing Code. With these permits the work will be inspected by a Safety Codes Officer to ensure compliance which can protect the property owner in the case of an insurance claim.

The County has contracted an accredited agency, Superior Safety Codes Inc., to issue permits and perform inspections.

*Applications for Building, Electrical, Plumbing, Private Sewage & Gas Permits may be obtained at the County Office or from Superior Safety Codes Inc. by calling 1-866-999-4777 or on their website at [www.superiorsafetycodes.com](http://www.superiorsafetycodes.com)*





## **Subdivision of Land:**

Flagstaff County contracts the services of Municipal Planning Services to receive and prepare subdivision reports. The County's goal is to protect and enhance the valuable agricultural land resource and the long term future of agriculture by protecting the land base and providing an environment that will benefit the agricultural community and economy. This is achieved by subdivision regulations set out in our Land Use Bylaw and Municipal Development Plan, which protects agricultural land from unnecessary fragmentation. There were 19 subdivision applications in Flagstaff County in 2011.

- A maximum of 4 parcels may be allowed per quarter section and no more than 15 ac. may be subdivided for residential use per quarter section.

The most common types of subdivision for residential use are:

- Residential parcel creation varying from 1 ac. to 15 ac. in size.
- Subdivision of vacant parcels for residential use shall normally be a minimum of 1 ac. and a maximum of 5 ac. in size. A maximum of one vacant parcel for residential purposes will be allowed per quarter section at any time.
- A quarter section split creating two titled parcels, provided that the resultant parcel has a minimum size of 65 ac.
- Parcel fragmentation by road, railroad, or waterbody excepted from the title. The fragmentation cannot create a parcel less than 1 ac. and the parcel must be suitable for a building site.

Flagstaff County's Land use Bylaw, Municipal Development Plan and Intermunicipal Development Plans and related subdivision and development forms are available at the County Office or on our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)



## ECONOMIC DEVELOPMENT

**Economic Development Coordinator - Jennifer Fossen**  
(780) 384-4121 or [jfossen@flagstaff.ab.ca](mailto:jfossen@flagstaff.ab.ca)

The Economic Development Department continues to grow, providing more programs and services for Small Businesses, Tourism Operators, Regional Partnerships and Youth Retention to better the Flagstaff Region.

### *Economic Development Strategic Plan*

Flagstaff County contracted Toma and Bouma Management Consultants to create an Economic Development Strategic Plan. This plan was created with a regional aspect and provides initiatives to be undertaken in the next three to five years. The plan was also provided to the Flagstaff Inter-municipal Partnership Committee. This provides an opportunity for all the urban municipalities to offer feedback to Flagstaff County about the plan. All Economic Development projects initiated within the region must align with the Economic Development Strategic Plan.



### *Dimestore Fishermen*

Flagstaff County had the opportunity to host Jim Hooey and his crew from the Television show "The Dimestore Fishermen" from August 11th to 17th. The crew spent considerable time visiting all our communities within Flagstaff County and will use the footage for a tourism DVD. Filming also

took place for a television episode that will feature fishing on the Battle River, Diplomat Trout Pond and the Village of Loughheed Centennial. Keep posted for the episode airdate and availability of the tourism DVD.



## ACCA Youth Program

Flagstaff County sponsored six youth to attend the Alberta Community Co-operative Association Youth Leadership Program located at the Goldeye Center, near Nordegg Alberta. This leadership program provides an opportunity for youth to develop their leadership skills and learn how to develop their community while creating lasting friendships and having lots of fun.



## Business of the Month Program

The Business of the Month program launched in July 2011. This program is a way for customers of the region's local businesses to show appreciation for the business and recognize them for the outstanding work they do in the Flagstaff Region. Anyone can nominate a business by filling out the nomination form either found on [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) or at the County Office. The Business of the Month recipient receives a certificate to display in their business, a one week write up in the Community Press and a one month write up on the Flagstaff County website. The Business of the Month recipients are also included as a nominee for the Small Business of the Year award which is presented at the Flagstaff Region Small Business Awards in October.



## 2011 Small Business Awards

The 6th Annual Small Business Awards was held in the Village of Galahad. The evening's presentation was on "Social Media and your Business" presented by Jeff Schnieder, owner of Marketing Ninja's. There was a total of 29 nominations for the small business awards in 2010 and 62 nominations in 2011.

### 2011 Award Recipients:



Agri Business of the Year -  
*Battle River Railway*



Customer Service -  
*Dream Creations*



Community Spirit -  
*Bonness Oilfield Supply Ltd.*



Green Technology -  
*Lougheed School, Grades 3,4,5*





New Business of the Year -  
*The Station Inc*



Extraordinary Volunteer -  
*Janice Bishop*



Outstanding Youth Grades 7-9 -  
*Karli Grove*



Outstanding Youth Grades 10-12 -  
*Katelyn Dietrich*



Service Group of the Year -  
*ALL for Stars*



Small Business of the Year -  
*Jerry's Pharmacy*

## Junior Achievement Company Program



Flagstaff County is very excited for the launch of the Junior Achievement Company Program in the Flagstaff Region. The youth participating in the twenty-week program will operate a real company; they meet Tuesday evenings at the Flagstaff County Administration Building. The company goes through three phases: Organization, Operations and Liquidation. During those phases the company decides what product to sell to the public, what type of marketing strategies to incorporate and other aspects related to the business. They are operating an actual company and they get to learn from experience the real life challenges that small businesses face.



## LOOKING FORWARD TO 2012...

The County will be participating in a new social media project involving the creation of a You Tube channel to produce and provide video messages about current issues, projects, council meeting updates and public notices.

Flagstaff County, in partnership with the Town of Hardisty and the Battle River Alliance for Economic Development, will be participating in the Global Petroleum Show in Calgary.

A summer student will be hired for the Economic Development Department for the assistance in conducting business visits for all the Small Businesses located within the Flagstaff Region.



## PROTECTIVE SERVICES

**Peace Officer- Skyler Zelinski** • szelinski@flagstaff.ab.ca

**Peace Officer- Jim Wells** • jwells@flagstaff.ab.ca • (780) 384-4100

Flagstaff County Peace Officers provide services and education in the area of Traffic Safety, Infrastructure Protection and Emergency Response.

Flagstaff County is authorized by the Solicitor General of Alberta to employ two Community Peace officers who have the authority to enforce legislation and regulations relating to:

- The Traffic Safety Act
- The Provincial Offence Procedure Act
- The Gaming and Liquor Act
- The Environmental Protection and Enhancement Act
- The Dangerous Dogs Act
- The Animal Protection Act

The Peace Officers work in partnership with various Federal and Provincial agencies to patrol and enforce legislation and regulations. They also enforce weights and measures to ensure that companies operating in Flagstaff County are working within legal allowances, therefore protecting the infrastructure from damage and increasing safety on our roadways.





*Peace Officers holding a bicycle safety course*

Peace Officers are trained as first responders for collisions and emergencies that occur within the county. Due to the vast area that the officers patrol, each vehicle is equipped with an Automatic External Defibrillator and First Aid equipment.

Peace Officers are trained in Emergency Management and Incident Command Systems. They are the frontline responders when an incident occurs within the County.

Flagstaff County Peace Officers are contracted to provide enforcement services to several urban municipalities within the County.

Weekly Peace Officer Tips, as well as additional information on Flagstaff County Peace Officers can be viewed on our website [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)



*Peace Officer's Jim Wells and Skyler Zelinski*



## PUBLIC WORKS

### **Public Works Superintendent – Darrell Szott**

780-384-4107 or dszott@flagstaff.ab.ca

### ***Construction***

Flagstaff County allocates a budget of \$2,000,000 per year for the Road Construction Program. This includes contracted services, engineering, culverts, gravel, soil sampling, power line relocates, crop damage, fencing, erosion control and rock picking. In 2011, Flagstaff County contracted Crow Enterprises Ltd. to construct 4.5 miles of local roadway throughout the County at a total cost of \$1,271,000. These projects were completed at the following locations:



- Project C-B-2011 Range Road 100 from Township Road 414 to Township Road 415A (1.5 miles)
- Project C-C-2011 Range Road 141 from Township Road 410 to Township Road 412 (2.0 miles)
- Project C-D-2011 Township Road 442 from Range Road 151 to Range Road 152 (1.0 mile)

### ***Dust Suppressant***

In 2011, Calcium Chloride was applied to approximately 79 miles of roads and 32 intersections. As well, 57 residences took advantage of the dust suppressant program offered to our citizens for a fee. Applications must be received by May 1 (spring application) and August 1 (fall application). An application form for residential Dust Suppressant is available on the website.

### ***Gravel Production***

Our gravel production project was completed in 2011 at the Mazure Pit (NE 16-43-09-W4). A total of 60,288.75 tonnes of gravel was crushed.





## Gravel

Flagstaff County re-gravels approximately 272 miles of road each year. Typically, roads are re-graveled on a 5 year cycle; however other factors such as daily traffic, types of vehicles, road designation and weather influence cycle times. The gravel program requires 150,000 – 200,000 tonnes of gravel annually. During 2011, approximately 173,000

tonnes of gravel was used for the purpose of re-gravel, spot patching, washouts, oiling, construction and sales.

## Gravel Sales

- Gravel is available for sale to our ratepayers. They may purchase a maximum of 260 tonnes/year, Flagstaff County also allows for sale; 130 tonnes/year for commercial users and 500 tonnes/year for municipalities within the County.
- Anyone wishing to purchase gravel or to obtain more information regarding available aggregate products and pricing, please contact the Public Works Department.
- Flagstaff County does not haul gravel for ratepayers; trucking arrangements must be made by the ratepayer.

## Road Bans Information

The following road bans are in effect for all oiled roads in Flagstaff County:

50% - Spring  
75% - Summer  
90% - Winter

Gravel Roads are only banned when deemed necessary.



## Road Maintenance

Flagstaff County has 1,691 miles of bladed roads that are divided into 10 maintenance areas.

Flagstaff County Maintained Roads:

Gravel Roads	1433 miles
Oiled Roads	45 miles
Bladed Dirt Roads	289 miles
Paved Roads	4.5 miles

## Summer Maintenance

- County gravel roads are maintained by 10 graders
- On average, grader operators are able to blade approximately 18-25 miles/day
- Gravel roads are maintained 1 – 2 times per month, weather and maintenance factors permitting



## Winter Maintenance

- There are 10 Maintenance Areas each consisting of approximately 155 miles
- Two plow trucks are designated to plow and apply sand/salt to oil surface roads
- During normal winter conditions, Maintenance Areas should be cleared of snow within 4 days unless there is heavy snowfall and persistent winds which may delay operations.
- If reduced visibility becomes a safety concern snow plowing operations will be suspended until conditions improve
- In each Maintenance Area, 3 routes are established. When plowing is required, the starting point is rotated between routes to ensure that an equitable level of service is provided
- Regular work hours are 8-12 hours per day
- For a fee, Flagstaff County will offer snow plowing and road grading services on private laneways. Please contact the Public Works Department for further details regarding this service.



## LOOKING FORWARD TO 2012...



### ***Road Construction:***

The Road Construction project located west of Loughheed on Range Road 120 south of Highway 13 for 6.75 miles was awarded to Netook Construction Ltd.



### ***Oiling Rehabilitation Projects:***

The following Oil Rehabilitation projects are scheduled to be completed in 2012:

- Hardisty West (Town of Hardisty to Rge Rd 101)
- Shop Road East (Twp Rd 442, East of SH #869)

### ***Re-Oiling and Sub-Grade Stabilization Projects:***

- Shop Road West (Rge Rd 124 to Rge Rd 130 for 2.1 miles)
- Alliance North (From SH# 602 to Twp Rd 404 for 2 miles)
- Sedgewick North (Rge Rd 124, from Twp Rd 444 to 450 for 2 miles)

### ***Gravel Production:***

Approximately 225,000 tonnes of gravel will be produced this year at the Hillaby Pit which is located at the SW 13-45-19 W4

## Reminders:

- Landowners are reminded not to dump rocks or debris in the County right-of-way
- There shall be NO BRUSHING on road allowances without authorization from Flagstaff County
- All Fences must be placed on private property not on the County right-of-way

Please feel free to contact Flagstaff County Public Works Department regarding any of the following concerns:

- A plugged culvert where drainage is a concern or to purchase culvert
- To report a sign that has been vandalized, missing or faded
- If you require any type of access or brushing/back-sloping on a County road allowance
- Bridge concerns or washouts





## RECREATION

### Community Recreation Liaison – Jim Fedyk

780-384-4134 or jfedyk@flagstaff.ab.ca

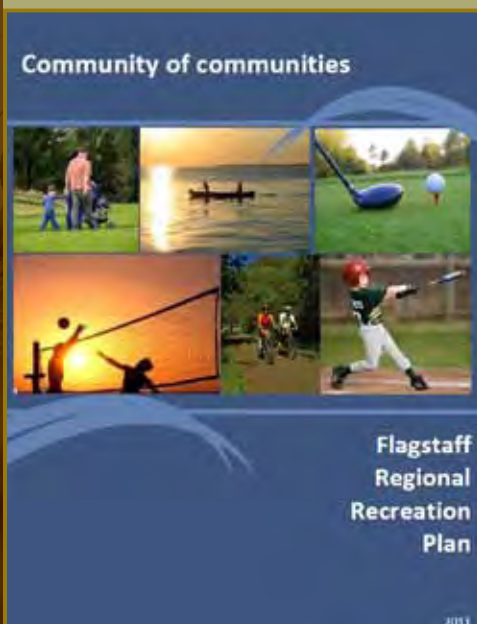


### Recreation Grant Funding

Flagstaff County disbursed \$310,000 to the ten towns and villages within the County in 2011. This operational funding was provided based on the facilities available in each area. The communities were required to match the County's contribution by 40%.

The breakdown of the 2011 operating grants is as follows:

Alliance	\$11,082	Heisler	\$11,650
Daysland	\$38,644	Killam	\$51,714
Forestburg	\$53,419	Lougheed	\$24,720
Galahad	\$11,650	Sedgewick	\$48,020
Hardisty	\$46,031	Strome	\$13,071



### Flagstaff Regional Recreation Plan

In May, Council approved the Flagstaff Regional Recreation Plan prepared by Beacon for Change Inc. The plan outlines a number of enabling objectives which will be developed into action plans and executed by the County. Earlier in the year two additional reports were approved by Council; the Public Input on the Regional Recreation Master Plan, and the Comments from the Public Consultation. Together these reports will provide the County with the direction needed to move forward with its vision for recreation.



## Community Recreation Liaison Coordinator

To fulfill an enabling objective of the Regional Recreation Plan, the County hired a Community Recreation Coordinator in September. Jim Fedyk comes to the County from Southern Saskatchewan where he held the position of Recreation Director in a town south of Moose Jaw. Jim graduated from the University of Regina with a Bachelor of Kinesiology in the area of Sports Administration. He also obtained a Diploma in Business Administration. He spent a number of years coaching hockey in the Saskatchewan Junior Hockey League as well as overseas in Asia.



## Winter Leisure Guide

In December, the inaugural Flagstaff County Leisure Guide was distributed throughout the County. 3300 copies of the guide were printed and sent to each mailbox in Flagstaff County. The guide identified 73 recreational facilities and 114 organizations and programs within the County. Leisure events planned between December and March 2012 were also included.



## Regional Recreation Grant Program

As a recommendation of the Regional Recreation Plan, the Regional Recreation Grant Program was developed in 2011 and released in the New Year. The program is comprised of two divisions, the Regional Recreation Grant and the Recreation Investment Grants.





## Regional Recreation Grant

The Regional Recreation Grant is available to municipalities, non-profit organizations, and schools on an annual basis. Funding is available for both capital and programming expenditures. A minimum request of \$5000 is required for capital applications, while only a \$500 request is needed for programming. This

grant requires a matching amount of 50% by the applicant.

The grant represents a shift in how the County will be distributing funds for recreational purposes. The County believes that by directly funding programs within the region, the trickle-down effect will contribute to growing healthy facilities and residents. Flagstaff County believes that by funding programs, we are investing in people.



## Recreation Investment Grants

As part of the Regional Recreation Grant Program, Flagstaff County has developed and made available five Recreation Investment Grants. These grants are meant for smaller ventures such as one-time events or clinics in order to increase the number of recreational and

cultural events throughout our community. A maximum of between \$500 and \$750 can be awarded to an event, program, or clinic with no matching amount required of the applicant.

## LOOKING TO 2012...

Applications for 2013 funding for the Regional Recreation Grant will be accepted in the fall of 2012. Successful applicants will be notified prior to year end with funds released in the New Year.

The spring/summer edition of the leisure guide will be released in April. The fall/winter edition will be released in October with submissions due by September 1st.

Flagstaff will be hosting recreation workshops such as ACE Community Building, HIGH FIVE, and Kids at Hope during 2012. These workshops not only provide residents the latest recreational research and information available, but also are an integral part of the Regional Recreation Grant Program.

## REGIONAL EMERGENCY SERVICES

### Regional Emergency Services Coordinator- Kim Cannady

(780) 384-4127 or kcannady@flagstaff.ab.ca

### Fire Protection

There are ten urban fire departments within Flagstaff County that provide fire services to the rural areas through a fire agreement in place with the County. The departments provide service to a specified area near their community. The fire departments provide different levels of service based upon their capability that may include:

- Medical First Response
- Motor Vehicle Collision Response
- Hazardous Materials First Response
- Wildland Fire Suppression and Control
- Exterior Fire Suppression
- Coordinated Interior Structural Fire Suppression
- Ice Rescue
- Water Rescue

The Regional Emergency Services Coordinator employed by Flagstaff County assists the fire departments with fire suppression, investigation, fire prevention activities, fire department training, equipment procurement and coordination. To become a valuable part of the fire fighting team and receive extensive training, contact your local fire chief, or call the Regional Emergency Services Coordinator at the County office.

In 2011, Fire Departments responded to the following:

	Wildland Fires	Structure Fires	Vehicle Fires	Vehicle Collisions	Medical Assists	Alarms Ringing	False Alarms	Other	Total 2011
Alliance	4	0	0	3	0	0	0	0	7
Daysland	2	3	0	6	11	8	2	2	34
Forestburg	6	2	0	2	1	2	2	0	15
Galahad	1	1	0	2	0	0	0	1	8
Hardisty	0	1	1	6	0	0	0	3	11
Heisler	3	2	0	2	1	0	0	1	9
Killam	3	3	1	5	0	6	0	6	24
Lougheed	5	1	0	1	0	3	1	1	12
Sedgewick	4	2	1	3	2	6	0	1	19
Strome	2	2	1	1	1	0	2	1	10
<b>Total Calls In 2011</b>	<b>30</b>	<b>17</b>	<b>4</b>	<b>31</b>	<b>16</b>	<b>25</b>	<b>7</b>	<b>16</b>	<b>146</b>



*Volunteer Fire Departments within the Flagstaff Region*



*Alliance Fire Department*



*Daysland Fire Department*



*Forestburg Fire Department*



*Galahad Fire Department*



*Hardisty Fire Department*



*Heisler Fire Department*



# Regional Emergency Services



*Killam Fire Department*



*Lougheed Fire Department*



*Sedgewick Fire Department*



*Strome Fire Department*



## **Rescue Service**

The Rescue Unit located in Killam is operated by the volunteers of the Killam Fire Department.

A new set of JAWS was purchased in 2010 to compliment the other valuable rescue equipment such as a cascade air system that make the 1996 Freightliner FL80 a very important part of the emergency fleet when responding to collisions and fires. Specialized training is provided for those members involved in rescue activities. In 2011 the Rescue Unit responded to 22 calls.

## **Emergency Management**

Flagstaff County developed a new Municipal Emergency Plan (MEP) in 2010. This plan helps ensure the safety of all residents within Flagstaff County should a disaster occur within the municipality. Both emergency responders and elected officials receive training to understand their roles should the MEP ever have to be activated. The MEP is updated regularly with the surrounding municipalities to assist in a coordinated approach with municipal resources if a disaster should occur.



*The Rescue Unit located in Killam*







Box 358 | 12435 Twp Road 442 | Sedgewick, AB T0B 4C0  
Phone: 780.384.4100 | Toll Free: 1.877.387.4100 | Fax: 780.384.3635

[www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

