



2009

ANNUAL

REPORT

**Administration Office**

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# FLAGSTAFF COUNTY COUNCIL



Division 2  
Reeve  
GERALD KUEFLER



Division 1  
Councillor  
BILL REISTER



Division 3  
Councillor  
HENRY HAYS



Division 4  
Councillor  
GUNNAR  
ALBRECHT



Division 5  
Councillor  
CHARLOTTE  
CURTIS



Division 6  
Councillor  
RICK BERGSETH



Division 7  
Councillor  
BOB  
MATTHIESSEN

## MESSAGE FROM REEVE GERALD KUEFLER

Flagstaff County Council is committed to our strategic plan and its vision of the “Community of communities”.

What is County Council’s vision of the Community of communities? The Community of communities involves all of us working together to achieve economic, efficient, effective and equitable delivery of programs and services, to ensure quality of life for our citizens. This is not a status quo vision.

County Council’s direction to staff was that all programs and services offered by the County be reviewed to determine the most economic, efficient, effective and equitable delivery. Reviews have been completed or are in the process of being completed and will be presented to council.

Some reviews have been internal reviews on County operations (Organizational Review) while others have involved the towns and villages for their input for a community perspective (Urban-Rural Interdependencies Study, Waste Study, Recreation Study). County Council will be studying these reports and decisions on delivery of programs and services will have their basis on information contained in these reports.

Will this be controversial? Yes! Change always is.

Council feels strongly about this process and will be forging ahead in the future. What we need are partners that want to make a difference for our communities. According to the Urban-Rural Interdependencies study, there is willingness to partner, but when the time arrives to move ahead on a collaborative project, fear of the unknown and the political will fades, creating paralysis, which stalls the project from moving ahead. What do we need to get by this roadblock? What I see we need are good leaders and understanding citizens.

Flagstaff County needs leaders who think long term, address the problems and issues, and communicate these solutions to the citizens. We appreciate that some of the decisions are not easy ones but having understanding citizens who are willing to listen to the solutions and support these hard decisions is extremely important to Council.

Remember that a community that cannot produce optimal solutions on their programs and services will in time fade from being a vibrant community. Within the context of the above statement, County Council encourages citizens to become engaged in producing the optimal solutions for our programs and services, so that the Flagstaff community continues to grow to become the vibrant “Community of communities” that we all desire.

Reeve Gerald Kuefler

**County Council would like to express their gratitude to the staff for their dedication. We would also like to express our appreciation to our citizen’s for their support and we look forward to serving you in 2010.**

# RECREATION

Flagstaff County contributed a total of **\$366,000** towards recreation in our Towns & Villages in 2009.

Flagstaff County feels that recreation is an important service to provide and continues to support recreation facilities by providing grants to the ten Towns and Villages.

## Operating Grants

In 2009, the operational funding contributions were **\$310,000** paid out to our Towns and Villages. The distribution is based on the facilities in each area. The Towns and Villages must commit to match 40% of the funding received.

The 2009 recreational operating grants totaling \$310,000 were paid to the Towns and Villages 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

## Capital Grants

In addition to the above, Flagstaff County continued with the program to fund capital recreation projects. The funding for the capital program was \$56,000, with the maximum funding per project to be \$25,000. In 2009 we funded the following organizations which totaled **\$56,000** as listed below:

• Sedgewick Golf Club	\$ 4,392	• Sedgewick Rec Centre	\$ 2,416
• Lougheed Arena Board	\$ 13,177	• Sedgewick Lake Board	\$ 5,270
• Forestburg Arena Building	\$ 21,961	• Village of Alliance Campsite	\$ 8,784

## The Future of Recreation

A Recreation Program and Facilities Review was completed and approved by Council on December 9, 2009. The Review was undertaken as a priority initiative in the County's Strategic Plan.

A recreation review provides framework for investment in recreation programs and facilities in the "Community of communities".

The recommendations in the report provide broad direction as to how programs, parks, leisure and recreation facilities should be planned, developed and supported. The report provides a guiding framework to assess fiscal and social factors and impacts in grant disbursement decision-making.

Expanding safe, affordable and accessible leisure opportunities that promote healthy lifestyle choices for all ages is the focus of the first recommendation which is the development of a recreation and parks program and facility master plan for the "Community of communities". The Plan would be developed in cooperation with the Towns and Villages, should they wish to participate, funded by the County.

While the Plan is being developed in 2010 there will be a moratorium on the disbursement of grant dollars from the County for capital projects, however the current operating assistance grant program will continue in 2010. Once the Master Plan is completed the County will introduce a new grant program for both capital projects and operating assistance.

“Partnerships, alliances and agreements amongst municipalities are most beneficial to all participants when there is a shared vision, common goals and open communication” says Reeve Gerald Kuefler. “A Recreation and Parks Program and Facility Master Plan will set forth a direction, a list of priorities and actions and a process for monitoring progress to constantly improve upon our social and leisure development in the “Community of communities”.

The Review acknowledges the critical role volunteers have in the existing development and delivery of recreation programs and facilities. With a shared Plan for the future we can ensure their efforts meet the greatest needs in our Region.

The Plan’s development will benefit from extensive community-wide dialogue and input throughout the process. Community involvement will be important. Partnerships with agriculture societies, clubs, organizations, and community groups will be instrumental in fully developing and implementing the Plan. Once the Plan is completed, the priorities and timelines will help us to realize our shared future.

Flagstaff County’s Vision is that of a safe, caring and vibrant “Community of communities” committed to working with its neighbours to ensure quality of life for all citizens. We look forward to this recreation planning initiative helping all of us achieve a socially sustainable region that will foster economic prosperity and enhance quality of life well into the future. The Review is available on our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca).

## **New Initiatives Project Update as of December 31, 2009**

The following initiatives are from the 2008 and 2009 New Initiatives of our Business Plan. The project budgets are established in the annual budget and business plans. Some of the projects are completed while some remain ongoing.

### **1) Address Regional Emergency Services System**

The Regional Emergency Services Coordinator has created a model for regionalized delivery of emergency services within Flagstaff County. Through this model a balance of appropriate service levels, training levels, facilities and equipment inventory has been identified. Flagstaff County Council approved this report on December 9, 2009.

**Status: Completed**

### **2) To continue to help communities that request assistance retain their identity and enjoy a good quality of life by providing administrative and other services.**

In 2008 – Heisler requested administrative services be provided by the County. The County terminated the contract in 2009. Galahad and Strome continue to appreciate the continuity of service, knowledge and expertise the County provides. The cost for providing these services is subsidized as the County recognizes the impact of these increasing costs on the Villages.

**Status: Ongoing**

### **3) To ensure the MDP and LUB review reflects the “Environmentally Responsible” objective.**

The current Municipal Development Plan has a dedicated Environmental Management section with a goal that states “The County supports the stewardship of environmentally sensitive areas and in

particular, the integrity of the County's rivers, streams and lakes". The objectives and policies that were developed to support this goal outline the County's strategy to mitigate potential problems from development and maintain its natural areas for future generations.

**Status: Completed**

**4) Define balanced growth with Council.**

Beginning in January 2008, Flagstaff County in conjunction with their staff and citizens initiated and developed a new Municipal Development Plan that was designed to conform as much as possible to the vision of Flagstaff County. With the review of the new Municipal Development Plan and Land Use Bylaw, balanced growth has been identified and guidelines have been implemented to ensure it is maintained.

**Status: Completed**

**5) Update inventory of businesses within Flagstaff County.**

A commercial/service directory has been developed for all businesses within the urban and rural areas throughout the County. All businesses that have chosen to participate will have their information posted on the County's website. This is an ongoing project that will be continuously updated to ensure relevancy. The information collected was provided by BRAED, Town and Village business directories, chamber of commerce and business associations.

**Status: Completed**

**6) Develop community profile and site selection information.**

A community information profile has been developed for Flagstaff County. The purpose of this information is to assist potential developers and new residents with baseline information that provides a general overview of the trade area, transportation, employment base, utilities, health care and education facilities. This information is available on our website.

**Status: Completed**

**7) Work with the East Central Alberta Cumulative Effects Project.**

This provincial pilot project, which concluded in September, 2009, utilized scenario based planning and development issues to determine the long term cumulative effects on air, land and water. Flagstaff County has received the final report for this project which included data that was integrated into our GIS program. This data provides information which will enhance our decision making process on planning matters.

**Status: Completed**

**8) Evaluate potential for skills, trades and other post-secondary educational opportunities to be delivered locally.**

Flagstaff County provided a total of \$40,000 to the Battle River Training Foundation, and has committed another \$20,000 in 2010 and 2011.

**Status: Ongoing**

**9) To create an inventory of the natural environment in Flagstaff County.**

Flagstaff County integrated existing information and recently acquired information from the East Central Alberta Cumulative Effects Project into our GIS system. Combined with aerial photography, the available baseline data consists of soil classification, groundwater inventory, topography, and vegetation.

**Status: Completed**

**10) Conduct a Comprehensive Service Level Review and Re-alignment of the Organization.**

Beacon For Change Inc. was contracted to complete this project which was to analyze resources and ensure



the organizational structure is aligned properly to accomplish strategic objectives identified in Council's vision. The report title 'Organizational Alignment & Operational Review' was approved December 9, 2009 (after consultation with Council and staff). The report consisted of 21 recommendations which will be implemented in 2010. Additional staffing recommended in the report was implemented in the 2010 Budget.

**Status: Completed**

**11) Build relationships and networking to enhance Inter-municipal understanding.**

In 2009, Flagstaff County hosted informal networking meetings with each of the ten Towns and Villages to provide opportunities for collaboration and cooperation.

**Status: Ongoing**

**12) Heritage/Legacy Lands Policy.**

Heritage Collaborative was contracted to conduct a survey to document potential heritage sites within the County limits. The Flagstaff County Heritage Survey will assist in the preservation and protection of historic resources, promote public interest in local history and encourage the further conservation and designation of local heritage resources. The first phase of this project was completed in June 2010.

**Status: 33% Completed**

**13) To work with the Towns and Villages and Waste Management to divert a percentage of traditional waste from the landfills.**

The Alberta Research Council concluded a feasibility study for the Flagstaff Regional Waste Management Facility. The purpose of this study was to investigate and recommend opportunities to divert waste materials from the Flagstaff Regional Solid Waste site for the intent of extending the life of the facility, and to recommend methods to produce environmentally beneficial products from a portion of annual waste volumes while expanding on recycling program initiatives. This project was completed in March 2010.

**Status: Completed**

**14) Engage in Physician Recruitment and Retention Initiatives.**

In 2009, Council donated \$12,000 to the Flagstaff Community Medical Recruitment and Retention Committee. This initiative has benefited the region as there is a new physician in Daysland as of February 2010 as well as a new physician in Killam as of April 2010.

**Status: Ongoing**

**15) Review recreation facilities and services offered in our communities.**

This review was completed in November of 2009 by Beacon For Change Inc. The recommendations in the report provide broad direction as to how programs, parks, leisure and recreation facilities should be planned, developed and supported. The report provides a guiding framework to assess fiscal and social factors and impacts in grant disbursement decision-making. The Review is available on the County's website and was distributed to the Towns and Villages.

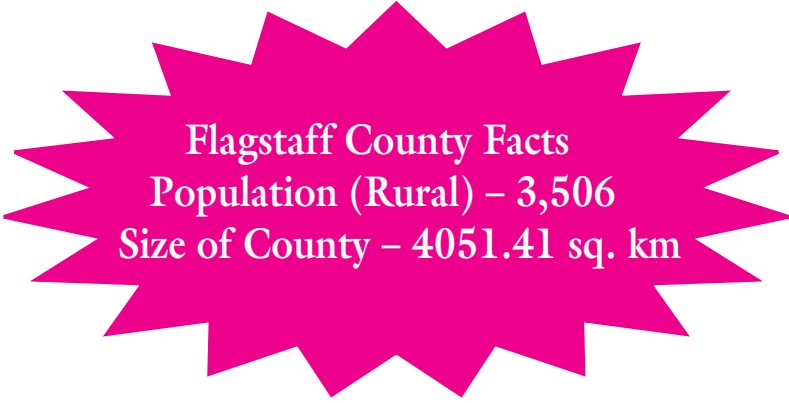
**Status: Completed**

**16) Develop a tank loading facility for additional water service delivery.**

Council revised their initiative "to develop a 'Community of communities' model for water service delivery" to "to develop a tank loading facility for additional water service delivery." Flagstaff County is in the process of developing a tank loading facility for the provision of water for agricultural purposes. The proposed location for this year round facility is the SE 2-43-12 W4. With the addition of this loader, there will be a total of six tank loading facilities within the County. This project is expected to be completed September 2010.

**Status: 20% Completed.**

Visit our website for information on Council meeting minutes, Agricultural Service Board, development and planning, emergency services, employment opportunities, law enforcement, tender and quote information, a business directory for all the Towns, Villages and County businesses, as well as a community guide and staff and Council directory.



**Flagstaff County Facts**  
**Population (Rural) – 3,506**  
**Size of County – 4051.41 sq. km**

## **FLAGSTAFF COUNTY COUNCIL MEETINGS**

Regular County Council meetings run every 2nd and 4th Wednesday of the month beginning at 9:00 a.m. Notice of Special Council meetings (not held on a regularly scheduled date) will be posted on the bulletin board in the County Office, on the web page or, if time permits, will be published in the Community Press. Notice of Council Committee meetings will be posted on the bulletin board in the County Office 24 hours in advance of the meeting.

Copies of the adopted Council meeting minutes are available to the public for a nominal fee. A copy of the most recently adopted Council meeting minutes will be posted on the bulletin board in the County Office. This copy will be available for the public until the minutes of the next meeting are adopted and posted. Minutes of the past year can also be viewed on our web site.

Under Section 198 of the Municipal Government Act, the public has a right to be present at Council and Committee meetings that are conducted in public. Please be advised that given the public nature of Council and Committee meetings, an individual writing to a Councillor or administration of a municipality could have this correspondence including their name and address disclosed at these meetings.



# STAFF DIRECTORY

## ADMINISTRATION

Chief Administrative Officer  
Assistant Chief Administrative Officer  
Finance Officer

**Inquiries** (780) 384-4100  
**Toll Free** 1-877-387-4100  
Shelly Armstrong (780) 384-4101  
Brent Hoyland (780) 384-4104  
Deb Brodie (780) 384-4109

## ASSESSMENT

Assessor

Kelly Larson (780) 384-4122

## AGRICULTURAL SERVICE BOARD

Agricultural Fieldman  
Assistant Agricultural Fieldman

**Inquiries** (780) 384-4118  
Laurie Hillaby (780) 384-4131  
Lindsey Catherwood (780) 384-4129

## DEVELOPMENT PLANNING

Development Officer

Rosemary Wetter (780) 384-4102

## ECONOMIC DEVELOPMENT

Economic Development Coordinator

Jennifer Hauser (780) 384-4121

## PROTECTIVE SERVICES

Peace Officer  
Peace Officer

Skyler Zelinski (780) 384-4100  
James Wells (780) 384-4100

## PUBLIC WORKS

Public Works Superintendent  
Field Coordinators:  
    Construction, Bridges & Culverts  
    Gravel & Road Maintenance  
    Oiling  
Public Works Industry Liaison  
Shop Supervisor  
Public Works Administrative Assistant

**Inquiries** (780) 384-4110  
Darrell Szott (780) 384-4107  
John Sarasin (780) 384-4119  
Randy Brodie (780) 384-4125  
Gary Longhe (780) 384-4126  
Trina Lassu (780) 384-4103  
Kevin Kinzer (780) 384-4106  
Janice Kroetsch (780) 384-4110

## REGIONAL EMERGENCY SERVICES

Regional Emergency Services Coordinator

Kim Cannady (780) 384-4127

# OFFICE HOURS

The County Office is open from 8:00 a.m. to 4:30 p.m., Monday to Friday except statutory holidays.  
The Office is closed daily from 12:00 to 1:00 p.m.

# ECONOMIC DEVELOPMENT

The Economic Development Department has had a very busy year. In 2009, Flagstaff County had the opportunity to bring people from outside the region to showcase what Flagstaff County has to offer. We hosted the Economic Development- Establishing the Foundation course which was open for all members in the Battle River Alliance for Economic Development region to attend. In August, Trail of the Buffalo Tourism Association held their fall Ambassador Tour through the east side of the County. The tour featured the Town of Hardisty's Historic Train Station, The Village of Lougheed Museum, and Fish Lake Campground. In promoting the County we attended the Calgary Outdoor Adventure Show in March and the Wainwright and District Chamber of Commerce Tradeshow in April.

This year was the 4th Annual Small Business Appreciation Supper that was hosted in the Village of Strome with twenty nine small businesses receiving an award. Battle River Alliance for Economic Development presented an award for the municipality that was the most involved in BRAED from the Flagstaff Region. The Town of Killam was the deserving recipient of this award.

2009's award recipients were:

## **Small Business of the Year**

Buchanan Big Way- Alliance  
Forestburg Recycling and Bottle Depot-Forestburg  
Eclipz Hair Salon-Strome  
S&A Restaurant-Heisler  
Lougheed Co-op Seed Cleaning Plant-Lougheed  
Wainwright Credit Union- Hardisty Branch

49th Street Liquor Store- Daysland  
Double D Agencies-Galahad  
A-1 Chinese Restaurant-Killam  
Sedgewick Pharmacy-Sedgewick  
Impact Oilfield- Flagstaff County

## **Rising Star (New Business)**

Battle River Steam Service-Alliance  
Big Knife Flooring-Forestburg  
Breitkreuz Auto Repair-Heisler  
Lougheed Hotel-Lougheed  
Flour Mill Foods-Strome

HYPRR Hot Shotting- Hardisty  
Jam Tarts-Killam  
Brandywine & Brew-Sedgewick  
Key Accounting Solutions-Daysland  
Da Dog House Pet Center-Flagstaff County

## **Outstanding Contribution to the Community**

Peacock Energy-Alliance  
Coutt's Home Hardware-Forestburg  
Heisler General Store- Heisler  
Daysland Backhoe and Trucking-Daysland

Teds Trucking-Sedgewick  
Wallace Oilfield Service-Flagstaff County  
Losness Agencies-Lougheed  
Gibson Energy-Hardisty

Flagstaff County is a member of the Battle River Alliance for Economic Development, Economic Developers of Alberta, Trail of the Buffalo Tourism Association, and Alberta Community Economic Development Network. These groups have helped to mentor and further promote our Economic Development Department and the County.

**For more information please contact  
Jennifer Hauser, Economic Development Coordinator  
Phone (780) 384-4121 or Email: [jhauser@flagstaff.ab.ca](mailto:jhauser@flagstaff.ab.ca)**

# DEVELOPMENT

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

The Safety Codes Act requires that permits must be obtained for the construction or renovation of all residences, including mobile homes. Building permits are also required for any building to be used for non-farm purposes (industrial, commercial). These permits are required to ensure construction meets the Provincial Building Code.

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).**

## Development Permits

The County Land Use Bylaw states 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. Setback regulations are adhered to.
2. The land is properly zoned for the building use (residential, industrial, and commercial).
3. All buildings, improvements and dugouts must be set back a minimum of 50 meters (164 feet) from the center of a County road.

**Applications for Development Permits may be obtained at the County Office or on our website.**

## Subdivisions

Flagstaff County contracts the services of Municipal Planning Services (Alberta) Ltd. to receive and prepare subdivision reports for Flagstaff County. All subdivision applications must be sent to the contracted agency for processing. The subdivision process is as follows:

1. Submission of a completed application with the required fee, as per the fee schedule available from Municipal Planning Services (Alberta) Ltd.
2. Referral to municipal staff, utility companies, and government departments, among other agencies for comment.
3. Notification of subdivision application to adjacent landowners and receipt of input.
4. Decision (tentative approval, tentative approval with conditions, or refusal), normally within 60 days. This occurs when Municipal Planning Services (Alberta) Ltd. prepares a recommendation and submits it to County Council for approval.
5. Submission of a descriptive plan, Plan of Survey, or other instrument to Municipal Planning Services, together with the required fee for endorsement (final approval).
6. Registration of the Plan or document at the Alberta Land Titles Office.

**Applications for subdivisions may be obtained at the County Office or from Municipal Planning Services Ltd. at [www.munplan.ab.ca](http://www.munplan.ab.ca) or by calling 780-486-1991.**

## Flagstaff County Municipal Development Plan and Land Use Bylaw

In October of 2009, Flagstaff County completed a new Municipal Development Plan #03-09 and a new Land Use Bylaw #04-09. These documents are available for sale at the County office and can also be viewed on our website. Please refer to these documents when making application for development or subdivision to ensure that your proposal will conform to the new regulations.

### FLAGSTAFF PLANNING AND DEVELOPMENT FOR 2009

	Residential	Non- Residential	Commercial/ Industrial
<u>Development Permits</u>			
Number of Permits Issued	19	28	7
Value of Permits Issued	\$4,886,000.00	\$1,871,238.00	\$845,000.00
Average Value of Permits Issued	\$257,157.89	\$66,829.92	\$120,714.28
<u>Subdivisions</u>			
Number of Subdivisions	19		
Average Size of Subdivisions (acres)	15.01		

## Inter-municipal Development Plans

In 2009, the Municipalities of Flagstaff County, Forestburg, Hardisty, Killam and Sedgewick agreed to enter the process to jointly develop an Inter-municipal Development Plan (IDP). The purpose of the IDP is to ensure that a cooperative approach is in place for managing the use and development of lands adjacent to the boundaries of these Towns and Villages within Flagstaff County.

Copies of the IDP's for each Town and Village are available for sale at the County office and can also be viewed on our website.

**For any additional information regarding the Development Policies and/or Procedures in Flagstaff County, please contact the Development Officer Rosemary Wetter at 780-384-4102.**

**Many of the forms and publications are available on our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca).**

# SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials as required by provincial regulation is as follows:

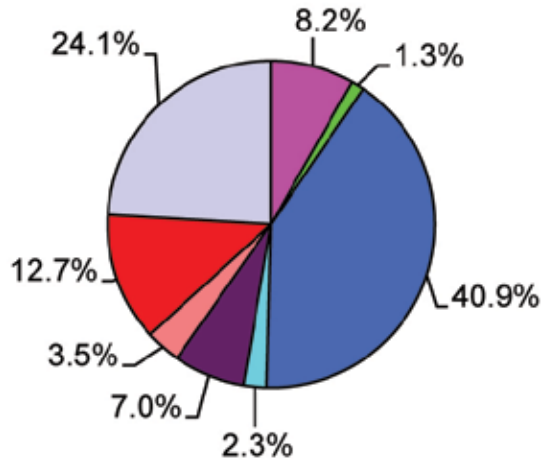
2009					2008
	# of Persons	Salary	Benefits & Allowances	Total	Total
Councillor Division 1	1	\$29,271	\$3,226	\$32,497	\$31,530
Councillor Division 2	1	\$34,150	\$3,791	\$37,941	\$36,805
Councillor Division 3	1	\$29,271	\$3,226	\$32,497	\$31,530
Councillor Division 4	1	\$29,271	\$3,226	\$32,497	\$31,530
Councillor Division 5	1	\$29,271	\$3,226	\$32,497	\$31,530
Councillor Division 6	1	\$29,271	\$3,226	\$32,497	\$31,442
Councillor Division 7	1	\$29,271	\$3,226	\$32,497	\$31,530

Salary includes gross honoraria and any other direct cash remuneration.

Benefits and allowances figures for the councillors include the employer's share of Canada pension and the additional taxable benefit of group life insurance paid for by the County as well as the County portion of the RRSP Contribution.

# SUMMARY OF OPERATIONS

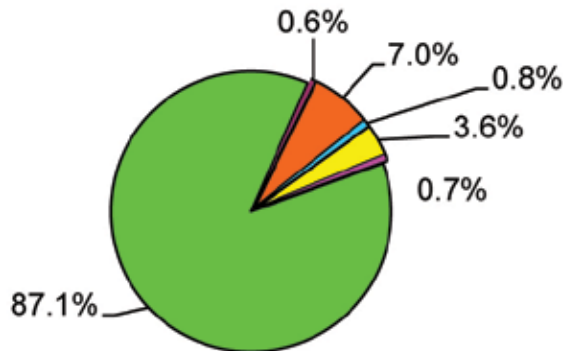
## Operating Expenditures 2009



**Total Expenditures - \$13,983,995**

- Protective Services  
\$1,151,734 \*\*8.2%
- Waste Management  
\$176,949 \*\*1.3%
- Public Works  
\$5,722,629 \*\*40.9%
- Public Health & Welfare  
\$319,325 \*\*2.3%
- Agriculture, Development  
\$982,568 \*\*7.0%
- Recreation Boards  
\$486,543 \*\*3.5%
- General Government  
\$1,777,217 \*\*12.7%
- Amortization of Assets  
\$3,367,030 \*\*24.1%

## Operating Revenues 2009



**Total Revenues - \$18,358,180**

- Taxes - Municipal Purposes  
\$15,977,528 \*\*87.1%
- Investment Income  
\$119,141 \*\*0.6%
- Government Grants  
\$1,290,936 \*\*7.0%
- Emergency Services requisition  
\$146,179 \*\*0.8%
- Sales and user charges  
\$667,681 \*\*3.6%
- Revenue own sources  
\$136,715 \*\*0.7%

## EXCESS REVENUE OVER EXPENSES

**\$4,374,185**

Unrestricted Surplus

**\$256,229**

Reserves

**\$1,826,251**

Equity in Tangible Capital Assets

**\$2,291,705**

Flagstaff County has copies of the 2009 Financial Statement available for the public. Copies can be obtained by contacting the County office. You may also go to the Flagstaff County website to view the 2009 Financial Statement.

# ASSESSMENT

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.

Municipal Assessment continues to evolve with increased computer automation and more monitoring by Alberta Municipal Affairs auditors. Provincial statutes and regulations dictate how properties in Alberta are to be valued for property tax purposes (i.e. assessed). Assessed values change each year. Property assessments are based on values from the previous year (i.e. in 2009, the assessments are based on 2008 values).

Many property types, such as Residential property (including farm residences) are assessed at market value. Market value is the probable price a property might reasonably be expected to sell for if sold by a knowledgeable, willing seller to a willing buyer after appropriate time and exposure in an open market. The two common methods of determining market value are: 1) sales comparison approach, and 2) cost approach. In determining market values it is important that the assessor have up to date accurate information on sales transactions. If you have recently purchased a property within Flagstaff County, please take the time to fill out a Sales Verification form (available at the County office or the County website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)) and fax or mail it to the Flagstaff County Assessment Department.

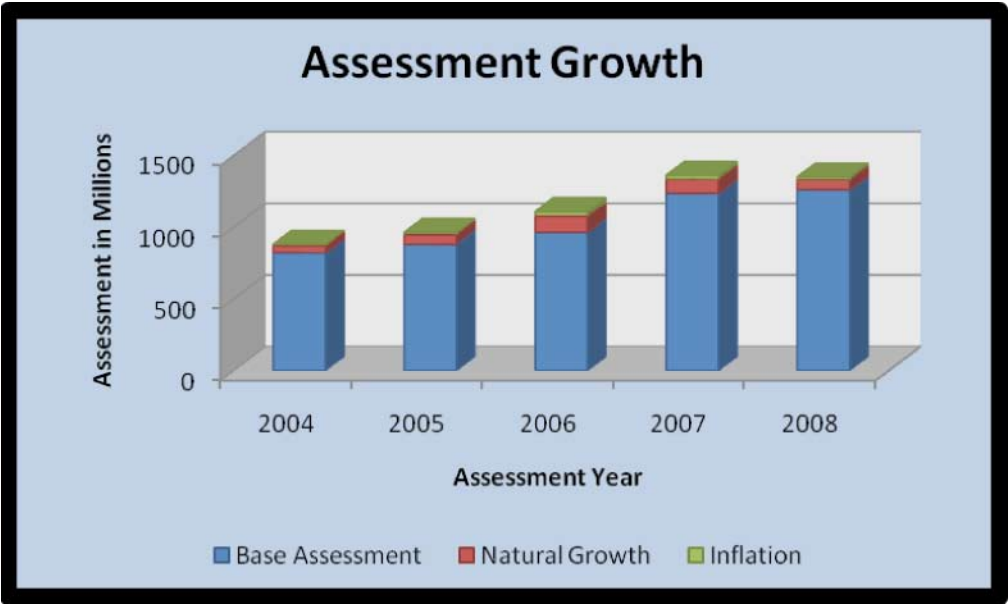
Other property types are assessed using rates and methods as regulated by the Alberta Government. These are referred to as “regulated properties” and are comprised of the following four property types:

- ***Farmland:*** Agricultural land used for farming operations is valued based on potential productivity. The best farmland in Alberta can be assessed at no more than \$350 per acre.
- ***Machinery and Equipment:*** Examples include Oil and Gas processing equipment such as compressors, separators, dehydrators, etc., as found in refineries, gas plants, battery sites and chemical plants. Machinery and equipment are valued using regulated rates or actual cost.
- ***Linear Property:*** These are properties such as pipelines, power lines and telephone systems that are assessed using regulated rates by the Assessment Services Branch of Municipal Affairs.
- ***Railway Property:*** Consists of railway track (trackage) and right of way. These are valued at a regulated fixed dollar amount per kilometer based on annual tonnage transported on the right of way.

As mentioned above, farmland assessments are based on a provincially regulated rate that is not tied to the market value and this regulated value has not changed for many years. Although farmland market values continue to increase, this does not affect the assessed value of farmland, therefore farmland assessments in the County have maintained a relatively consistent assessment base which represents a smaller and smaller percentage of total assessment.



Table 1



Residential property market values continued to increase due to actual physical growth (i.e. development) and increased inflation (market value, costs of construction materials, labour and servicing) for the 2009 tax year (2008 assessment year). The average residential acreage assessment for all types of residential homes (including any assessable outbuildings) is \$172,000 and the average residential acreage assessment

for the average / modern bungalow (including any assessable outbuildings) is \$257,000.

Industrial development, primarily by the oil and gas industry, continued to increase slightly. This adds substantially to the taxable assessment base. Linear and Industrial assessments make up approximately 74% of the taxable assessment base, as seen in the pie chart below.

Table 2



We will be completing residential inspections in ranges 14, 13 and 12; with the remaining ranges 11, 10 and 9 being done in 2011. These residential inspections are usually carried out during the spring and summer months. The assessor will be updating the property information and may require information from property owners. In some cases a door hanger (call back card) will be left on the door of the residence

or improvement in question. Please contact the assessor at the indicated phone number so as to avoid an assessment estimate based on an exterior inspection.

## Assessment Complaint and Appeal System

To ensure that property owners have a voice in the property assessment system, the Municipal Government Act has set out a complaints and appeals system for property owners who have concerns about their assessment. The process was reviewed and changed in 2009 and now involves two assessment review boards, divided by complaint types. Complaints of residential properties with 3 or less dwelling units or farmland are to be heard before the Local Assessment Review Board (LARB) and assessment complaints on non-residential properties and residential properties with 4 or more dwelling units will be heard by the Composite Assessment Review Board (CARB).

The first step an assessed person should take if they believe their property assessment is unfair or inaccurate is to contact the assessor. The assessor can be reached by calling the County office at the number listed on your tax notice. The assessor may request to inspect the property to determine if an error was made. If the assessor agrees that the original notice is not accurate, a corrected notice may be issued. If the assessor and the property owner cannot come to an agreement, the property owner may begin the formal complaint process by filing a complaint. Forms for this process are available at the County office or on our website.

The deadline for filing a complaint is noted on the tax notice. The fee schedule per property type is also noted on the tax notice. Please note that complaints about taxes and tax rates are not valid reasons for an appeal. Assessment review boards cannot change the tax rates or the services provided by the County.

When filing a complaint, follow the instructions on your tax notice, and fill out a complaint form (provided at the County office or our website). You can either deliver the completed form in person, by fax or by mailing it to the Flagstaff County office, care of the Chief Administrative Officer, at the following:

- In Person: 4902 50th Street - Sedgewick, AB
- Mail: Flagstaff County, Assessment Department, Box 358, Sedgewick, AB T0B 4C0
- Fax: (780) 384-3635

\* Note that if any changes occur to your property (i.e. building removal, renovations, taxable status, etc.) please notify the County.

If you have any questions regarding assessment please contact the County Assessment Department:

**Kelly Larson**  
**Assessor**  
**780-384-4122 - direct line**  
**780-384-3635 - fax**  
**klarson@flagstaff.ab.ca**

# AGRICULTURAL SERVICE BOARD

The Agricultural Service Board continues to focus on core issues of weed control, soil and water resource consideration and pest management. The service board also continues to work cooperatively with provincial and various private agricultural and environmental organizations to deliver programs beneficial to our residents. If you have concerns relating to local, provincial or national agricultural issues, please contact a member of our Agricultural Service Board.

**Flagstaff County offers the following services and equipment:**

*Contact the County Office for a list of costs.*

## Equipment Rentals

Shelterbelt Disc with Gandy Applicator  
Tree Planter  
Solar Watering System for livestock  
Skid Mounted Handgun Sprayer  
Eco-Bran Applicator  
Skunk Traps  
Magpie Traps



## Pest Control Products for Sale

Rolled oats (Warfarin) Mouse Bait  
Gopher traps

## Custom Spraying

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.



## Beaver Dam Removal

The County will blast unwanted beaver dams on private land for an annual fee.

## Tank Loading Facilities

Flagstaff County ASB, through the National Water Supply Expansion Program, has established five tank loading facilities within the municipality. These facilities were established to ensure that rural residents have a reliable and adequate supply of water to utilize for agricultural purposes. The water at these facilities is not treated and is therefore non-potable.

The facilities are situated at:

- NE 11-44-11 W4 – Near Loughheed
- SE 27-41-16 W4 – Near Forestburg
- SW 10-45-16 W4 – Near Daysland



Flagstaff County also has two additional tank loaders which are operated on a seasonal basis from April 15th to September 30th. These wells contain levels of Arsenic over the guidelines for livestock watering, however the water is suitable for crop spraying and irrigation purposes.

These facilities are located at:

- NE 08-41-12 W4 – North East of Alliance
- SW 27-41-10 W4 – South of Hardisty

The loaders operate on a coin system with \$1.00 yielding 150 gallons of water.

Flagstaff County is currently in the process of developing a sixth tank loader facility which will be open year round and situated in the centre of the municipality. The County intends to have this tank loader up and running by the fall of 2010.

## Feed and Water Testing

Flagstaff County ASB will send samples of feed, soil and water for analysis on behalf of the agricultural producers at a cost recoverable charge.

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

Flagstaff County has implemented a permit system for all landowners within Flagstaff County wanting to hay municipal right of ways.

- Landowners must apply for a roadside haying permit from Flagstaff County prior to May 15th of each year.
- All landowners permitted to hay municipal right of ways must have their haying completed by July 15th of each year.

The purpose of this permit system is to minimize conflict between the municipality and landowners who intend to cut and bale hay along municipal right of ways.

Application forms are available at Flagstaff County or online at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca).



## Shelterbelt Establishment Program

In conjunction with Agriculture and Agri-Food Canada, 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. Field shelterbelts conserve soil, protect crops, trap snow, provide wildlife habitat, and beautify the landscape.



All trees must be ordered through Agriculture and Agri-Food Canada. Applications are available at the County Office and should be submitted by March 31st of every year. A landowner who plants a field shelterbelt at least 1/3 of a mile with trees from this program will have the opportunity to have the planting and initial watering done at no cost. All seedlings should be planted as soon as possible after pickup to ensure maximum survival.

Flagstaff County will also provide planting services for a minimal charge to landowners who are not eligible under this program. A tree planter and mulch applicator are both available for rent as well.

## Clubroot Disease Canola

Clubroot is once again a concern for Flagstaff County residents. It is a serious soil-borne disease of canola and is declared a pest under Alberta's Agricultural Pests Act. It has been found in a number of municipalities in Alberta, with Flagstaff County being one of them. It is continually spreading and is a significant concern for producers. In 2009, no positive samples were identified in our County, keeping our total to 3 confirmed clubroot cases in the municipality.



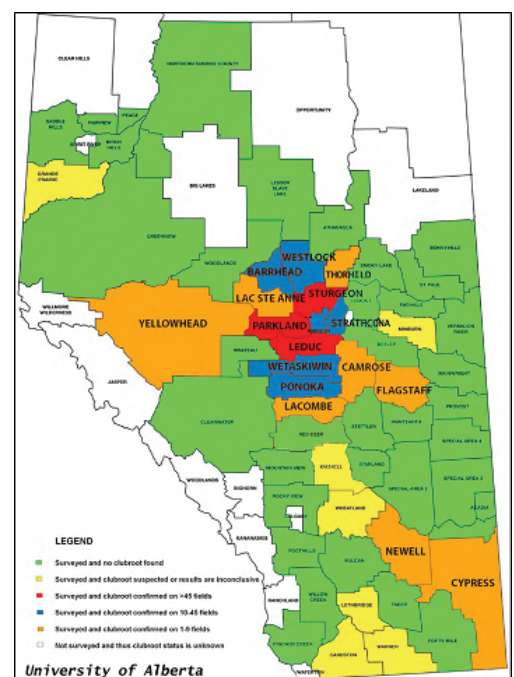
Flagstaff County Agricultural Service Board encourages all landowners to implement a management plan that will prevent the spread of Clubroot.

1. Remove soil from equipment prior to moving out of the field.
  - Knock off large clumps of soil
  - Sweep off loose soil
2. Use long rotations between canola crops, 3-4 years minimum.
3. Use direct seeding or minimum tillage.
4. Scout canola fields regularly.
5. Avoid use of straw, hay, greenfeed, silage, and manure from infested fields.

Prevention is everyone's responsibility.

We all need to take action to prevent the spread of clubroot – producers, agrologists, agriculture retail suppliers, custom equipment operators, oil and gas companies, researchers, and provincial and municipal governments.

For Flagstaff County's Clubroot Policy and a list of best management practices please visit [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) or call (780) 384-4100.



## Pesticide Container Collection Sites

Alliance Waste Transfer Site	SE 16-40-13-W4M	Wed. 9:00 a.m. – 12:00 p.m. Sat. 1:00 p.m. – 6:30 p.m.
Daysland Waste Transfer Site	SE 16-45-16-W4M	Tues. 9:00 a.m. – 12:00 p.m. Fri. 9:00 a.m. – 6:30 a.m.
Forestburg Waste Transfer Site	NE 34-41-15-W4M	Mon. 9:00 a.m. – 12:00 p.m. Thurs. 9:00 a.m. – 6:30 p.m.
Lougheed Waste Transfer Site	SE 33-43-11-W4M	Mon. 1:00 p.m. – 6:30 p.m. Fri. 9:00 a.m. – 12:00 p.m.
Flagstaff Waste Management (Sedgewick)	SW 11-45-12-W4M	Mon. 1:00 p.m. – 6:30 p.m. Thurs. 9:00 a.m. – 6:30 p.m.
Science Hill Waste Transfer Site	NW 31-40-10 W4M	Wed. 9:00 a.m. – 6:30 p.m.
Strome Waste Transfer Site	SW 19-44-14-W4M	Tues. 1:00 p.m. – 6:30 p.m. Sat. 9:00 a.m. – 12:00 p.m.

## Brush Spraying

Roadside Brush Spraying that is done in areas designated by Flagstaff County or by a landowner will be sprayed up to 500 feet before a farm site and continue 500 feet past the farm site. Brush spraying will not occur if the brush is over 2 meters in height to abide by the code of practice set by Alberta Environment.

Flagstaff County ASB recognizes the fact that certain landowners/tenants are not in favour of having municipally owned roadsides adjacent to their property treated with herbicide for weed and brush control. These landowners/tenants are asked to sign a No Brush Spray Agreement prior to June 1st of each year. “Do Not Spray,” signs will be available to the landowner/tenant and should be posted along roadsides that are not to be treated for brush or weed control. The landowner/tenant then assumes the responsibility of maintaining weed and brush along these designated areas to municipal standards.

## Century Farm and Ranch Awards

The Alberta Century Farm and Ranch Award recognize those families that have continuously owned and operated the same land for 100 or more years. The criteria set to be eligible for this provincial recognition include:

- Land must be continuously and actively farmed by your family for 100 years or more.
- Provide evidence clearly demonstrating the kinship ties between you and the founder of the farm.
- Provide the legal land location.
- Provide the date of homestead establishment.
- Provide the current ownership land title.
- The current size of the original homestead or land base must be 160 acres of land.

Flagstaff County recognizes all recipients of this provincial award. To date there has been 39 families that have received the Century Farm and Ranch Award within our municipality.

If you are eligible or require further information please contact our ASB Department.

## Weeds of Concern within Flagstaff County

### SCENTLESS CHAMOMILE

#### Characteristics

- Winter annual
- Short lived perennial
- Similar weeds are Ox Eye Daisy, Pineapple Weed and Stinking Mayweed
- Mature plant is capable of producing 300,000 to 3 million seeds
- Seeds can remain viable in the soil for many years
- Seeds survive for longer periods in undisturbed soil than in cultivated land



#### How It Grows

- During the year of germination mainly vegetative growth is produced
- Only a small percentage of these plants will flower
- If allowed to overwinter, the plant will become large and bushy with a high seed potential



#### Habitat

Predominantly found in:

- Headlands
- Right-of-Ways
- Industrial Areas - Waste Areas
- Slough Edges - Water Courses
- Forage - Non Croplands
- \*\* Peas & Canola

#### Prevention

- Regularly inspect all fields
- Treat small areas before they become large
- Avoid seeding legume forage & peas on land that has been infested with Mayweed
- Request a weed seed analysis certificate with all purchased grass seed
- When purchasing Feed (Hay & Straw) know the source





## WHITE COCKLE

### Characteristics

- Biennial
- Short lived perennial
- Separate male and female plants
- White flowers open in full sun and close in evening.
- Hairy stems
- Similar to bladder Campion and Night Flowering Catch Fly.
- Female plants capable of producing 24,000 seeds



### How it grows

- Emerges early in the spring
- First forms a taproot followed with spreading lateral roots
- New plants can start from root pieces

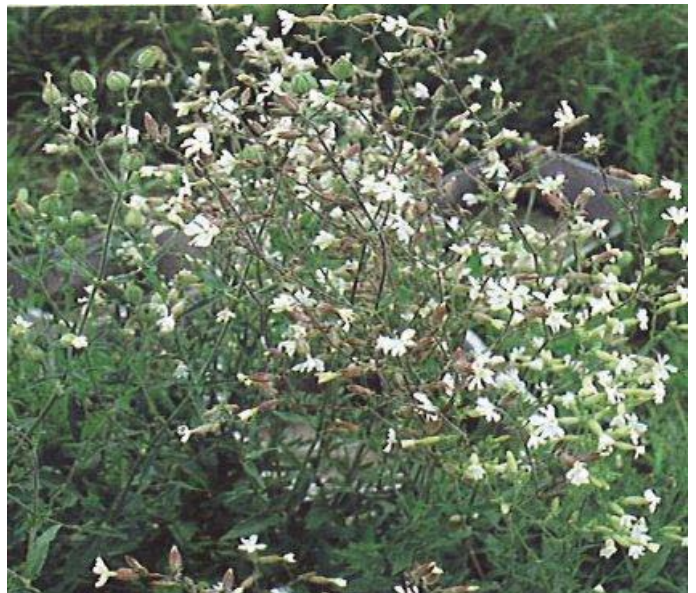


### Habitat

- Reduced tillage
- Forage crops
- Roadsides
- Waste areas
- Sunny fertile areas

### Prevention

- Regular monitoring of non crop areas
- Request a weed seed analysis certificate when purchasing forage seed
- Prevent seed set in White Cockle
- When purchasing hay and straw know the source.



For information on control options  
please contact the Agricultural Service Board.

## AESA Program

The Alberta Environmentally Sustainable Agriculture (AESA) Program began its fifth year in 2009. The goal of the 2009 program was to increase awareness and adoption of beneficial management practices in the conservation of surface and ground water and support of Environmental Farm Plans (EFP).

Various extension events were held in partnership with the Iron Creek Watershed Improvement Society, Cows and Fish, Battle River Research Group (BRRG), and the municipalities of Beaver, Lamont, Paintearth, Wainwright, Smoky Lake & St. Paul in order to meet the program's goals and objectives. February brought about the "Thinking Outside the Corral" workshop where the use of stockpiled forages for winter feed was discussed as well as multi-species grazing (i.e. cattle and sheep grazing together). The annual "Grazing School for Women" held in Smoky Lake, brought together women in Agriculture who learned about a range of topics from alternative energy to winter grazing wetlands. Increased



water well knowledge was presented to those who attended the Working Water Well Workshop where various industry experts unloaded their knowledge for the development, maintenance, and troubleshooting of domestic wells. The Classroom Agriculture Program continued for another year with presentations occurring in Daysland and Killam for the grade 4 classes who were tested on agriculture trivia. "A Walk in the Trees" was a spring favorite as it included a tour around Ruzicka Sunrise Farms (North of Killam) highlighting various aspects about shelterbelts including insect pests. Household composting was presented in an afternoon seminar which described ways to reduce the amount of waste produced. Flagstaff County was also involved in two pasture school series which brought together producers who practice various feeding methods such as swath grazing, bale grazing, corn grazing, etc.

The Environmental Farm Plan program was continued for 2009 but without any compensation for completed plans. The EFP is now mandatory for those wishing to gain access to the Stewardship grant under the Growing Forward program from Alberta Agriculture and Rural Development. Anyone who is interested in applying for Growing Forward funding or completing an EFP please contact Lindsey Catherwood with Flagstaff County.

The AESA program was extended for another year for 2010 with a few changes in the goals of the program. The upcoming AESA year brings events related to promoting Environmental Farm Plans and Growing Forward, as well as improving water quality, and climate change. Keep a look out for our upcoming events and activities.

## Iron Creek Watershed Improvement Society

Iron Creek Watershed Improvement Society was organized in 2001. Over the years it has partnered with many organizations to create awareness of the Iron Creek watershed through various initiatives.

In 2009, Flagstaff County cooperated with the ICWIS to test domestic water wells for potential herbicide content. There were 8 wells that submitted water samples for analysis. The results showed





that no herbicides were detected in any of the samples. Owners of the wells were relieved with the results and now have a benchmark for further testing in the future. The annual supper and information evening was held in February 2009 in Killam. The guest speakers were Glen Hvenegarrrd from the University of Alberta, Julie Pierce with Ducks Unlimited, and Maurice Samm from the Battle River Watershed Alliance (BRWA).

For 2010, ICWIS is working with the BRWA on various projects. A wetland inventory was done in 2007 on the Iron Creek Watershed and these results will be shared in order to identify potential solutions for the restoration of the sensitive and valuable areas. ICWIS will also be organizing field trips for classrooms in Flagstaff County to have students participate in tree planting, learn about wetlands, identify the importance of water quality and quantity, and many other topics related to their school curriculum.

The ICWIS has a portable solar powered water pumping system that can be used free of charge for a two week period. To book the system, contact Terry Leslie at (780) 384-2114.

For more information on the ICWIS, please contact Don Ruzicka at (780) 385-2474.

## Watch Your Water Program



Due to water quality concerns recognized from previous programs, Flagstaff County decided to establish the “Watch Your Water” program in the summer of 2009 to test local domestic water wells. It involved the testing of 25 water samples taken from various rural residences across the County. All of the samples underwent a general water chemistry test as well as an extractable metals test. Of the 25 samples, 8 were selected to undergo testing to determine if herbicides were present. This herbicide testing was initiated by the Iron Creek Watershed Improvement Society.

The 25 samples were from the rural areas of Alliance, Forestburg, Galahad, Hardisty, Heisler, Killam, Loughheed, and Sedgewick. No one in the vicinities of Daysland and Strome applied to participate in the program. The general chemistry tests were done to determine if there were any extreme levels of elements in water (i.e. Calcium, Sodium, etc). High levels of these components tend to have an affect on the aesthetic properties (appearance, taste, and smell) of the water. Sodium and Iron were the two most common elements to have elevated levels in the samples.

Extractable metals levels were measured to determine if there was a high content of Arsenic or any other harmful metals. Flagstaff County has found excessive Arsenic levels in previous groundwater projects. Two of the 25 samples tested had levels of Arsenic above the allowable limits for drinking water. Since Arsenic is both tasteless and odorless, only a specific laboratory test can identify its presence. Various health concerns are associated with high levels of Arsenic in drinking water. Currently the best alternative for dealing with high Arsenic levels is to investigate an alternate water source or invest in in-home water treatment.

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

**Rod Strauss**

**Tom Zwack**

**Wyatt Hinkey**

**Derek Price**

## **Parks**

Flagstaff County maintains two parks within our municipal boundary. This includes the Diplomat Trout Pond Park which is a day use area and Fish Lake Park which is an overnight campground.

### **Diplomat Trout Pond**

**Located along Secondary Highway 855, 8 km South of Highway 53**

### **Fish Lake Park**

**Located 2 Km West of Hardisty.**

**There is a charge of \$15.00 per night for non-serviced sites and  
\$20.00 per night for power serviced sites at Fish Lake,  
on a first come - first served basis.**

For further information please contact the Agricultural Service Board office.

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

**Laurie Hillaby, Agricultural Fieldman**

**Lindsey Catherwood, Assistant Agricultural Fieldman**

**Justina Sparkes, Administrative Assistant**



# PUBLIC WORKS

## 2009 ROAD PROGRAM

Work on this season's Road Program was officially completed in November 2009. This year's work can be broken down in the following major areas:

### **Road Construction**

A total of approximately 8 miles of local road was upgraded during the 2009 construction season at an approximate total cost of \$2,264,454. Flagstaff County received a provincial grant of \$640,781 to help support this work. This cost includes equipment, labor, gravel, culverts, fencing, crop damage compensation, engineering, survey, rock picking, and utilities. This work was completed under the road construction program.

Flagstaff County contracted Hauser Construction of Rosalind, Alberta to construct all construction projects in 2009. These miles were completed at the following locations:

B1 – 2009 NNE 20-44-16 W4M	S 2.0 miles
B2 – 2009 NNW 33-40-15 W4M	E 2.0 miles
C – 2009 NNE 08-42-15 W4M	S 2.0 miles
D – 2009 NNE 31-42-14 W4M	S 2.0 miles



### **Road Oiling**

A total of 11 miles of road were re-oiled during the 2009 season at an approximate cost of \$1,303,065. Work was completed by in-house crews. This cost includes oil, gravel, equipment, and labor. The following roads were sub-grade prep with a 3 inch layer of base gravel, and a 2 inch layer of oil.

Alliance North	4.0 miles	Project 05E
Hardisty Airport Road	7.0 miles	Project 13A



The oil road maintenance patching was done with a three-person patch crew, which operated as required during the season. We also completed 9 miles of ripping and relaying projects.

Every year Flagstaff County does pothole patching on oiled roads. This patching extends the life of an oiled road. The intent is to keep moisture from penetrating the sub grade, while providing a smooth driving surface. The County mixes approximately 1,000 – 1,300 tonnes of cold mix annually at an approximate cost of \$50 per tonne. Cold mix is available for purchasing.

## DUST CONTROL

A total of approximately 60 residential dust controls had Calcium Chloride applied in the 2009 season. The County offers dust control on a cost share basis as per County policy. Please note dust controls will be maintained at the discretion of Flagstaff County. **All requests must be received by mid-April of each year.** Applicants may apply for a second application to be received by July 30, 2010.

The County is committed to testing a variety of dust suppressant products. In 2009 we applied Canola Oil on six test locations throughout the County. We also applied Magnesium Chloride on two locations for a total length of 1,600 meters. These locations will be evaluated for product effectiveness and life expectancy. These locations will continue to have the same products applied until it is determined if they are cost effective.

## ROAD GRAVELING

In 2007, Flagstaff County entered into a three year contract with Tri-B Enterprises of Daysland. During the 2009 season approximately 161,637 tonnes of gravel was used for the gravel program (re-gravel, spot patching and emergency gravel, miscellaneous, oiling, construction, road recovery and sales).

### Flagstaff County Maintained Roads

Gravel Roads	1326 miles
Oiled Roads	152 miles
Bladed Dirt Roads	289 miles
Paved Roads	4.5 miles

There are 151 miles of Secondary roads in the County maintained by Carillion – Killam

## OTHER 2009 PROGRAMS

### GRAVEL PRODUCTION

There were two crushing projects completed in 2009. The projects are as follows:

CR-01-2009: This project was for the crushing and stockpiling of gravel at the Mazure Pit (NE 16-43-09 W4). A total of 125,043 tonnes of gravel was crushed at an approximate cost of \$397,512. This project was completed in May 2009 by McNabb Construction Ltd.

CR-02-2009: This project was for the supplying, crushing and stockpiling of gravel for the purpose of providing gravel in the South West Area of Flagstaff County. Crushing took place at the Norman Pit (NW 05-41-17 W4). A total of 70,095 tonnes of gravel was crushed at an approximate cost of \$771,047. This project was completed in November 2009 by McNabb Construction Ltd.



## **ROAD RECOVERY**

This is a program that rehabilitates a “road grade” to its original form, when initially constructed. The work may include pre-spraying the side slopes and ditches with glyphosate to eliminate vegetation fiber, pulling up the sideslopes, improving drainage, reworking the sub-grade to improve compaction and restoring the crown to improve drainage. These roads are then replenished with gravel. A total of 6 miles of road recovery was completed in 2009. The road recovery projects were completed at the following locations:

Range Road 123 from Township Road 442 – 1 mile East to Range Road 122  
Range Road 152 from Township Road 410 – 4 miles East to Range Road 144  
Range Road 122 from Highway #13 – 1 mile North to Township Road 442

## **ROAD STABILIZATION**

Calcium Chloride was applied to 24 miles of the “Coal Trail” (Township Road 410 – from Highway 36 east to the Battle River) and two miles on the west end of the Coal Trail ( on Range Road 154 to Range Road 152) to stabilize the gravel surface and provide additional benefits of a dust suppressant. Calcium Chloride will be applied to this road annually as this method has proven to reduce road maintenance and re-gravel costs.

The County also applies calcium chloride to strategic locations throughout the County at intersections to help control the wash boarding effect that is typical of locations where there is increased traffic.

Calcium Chloride was applied to 4 miles of the Viking Energy Road (Range Road 123, South of Secondary Highway 608).

As part of Flagstaff County’s commitment to working together with our Towns & Villages we applied calcium chloride on three roads situated within Killam, Forestburg and Hardisty boundaries. These roads have a diverse mix of traffic with a high concentration of rural residences and agricultural based traffic.

## **ROADSIDE MAINTENANCE**

In the springtime, County crews pump water when culverts have frozen. The County will either unclog or thaw the culvert. If this is not an option, the County will pump water to ensure the road does not flood.

## **ROADSIDE CLEANUP**

Landowners are not to dump rocks and debris in the County right-of-way as this debris causes hazards. The landowner will be responsible for the clean up of any new rock piles found.

## **SUMMER/WINTER MAINTENANCE**

**During the winter season residents are not to push snow out onto the road. This causes problems and is very hazardous to traffic traveling on the road. Snow piles must be 12 feet off the shoulder of the road.**

If you are aware of any roads which require summer maintenance, winter plowing or sanding, please notify the Public Works Office.



## WINTER ROAD MAINTENANCE

This is a guideline to provide the public and residents of Flagstaff County an overview of winter road maintenance within the County. There are 10 maintenance areas each consisting of approximately 162 miles.

Two plow trucks are designated to plow and apply sand/salt to oil surface roads. Regular work hours are 8 to 12 hours per day.

During normal winter conditions, maintenance areas should be cleared within 3 days, unless there is heavy snow and persistent winds.



This summer, ten maintenance area graders will once again maintain the gravel roads. Each grader is responsible for blading approximately 162 miles of road.



During the winter the gravel road system is maintained by ten regular maintenance graders. Oiled roads are maintained by two snowplow trucks, which are equipped with sanders.

If reduced visibility becomes a safety concern snow plowing operations will be suspended until conditions improve.

In each maintenance area 3 routes will be established. When snow plowing is required, the starting point is rotated between routes to ensure that an equitable level of service is provided.

Please call (780) 384-4100 for assistance and to address road concerns. We ask for your cooperation during a winter storm and welcome your inquiries in regard to the status of our road clearing operations.

## SNOW PLOWING LANEWAYS NO LONGER PROVIDED

Flagstaff County will no longer provide the service of plowing residential laneways. In order to achieve increased efficiency we have determined it is necessary to prioritize our operations and focus on the public road network.

Please ensure you have made alternative arrangements to have your laneways plowed in the event of a snow storm.

If you have purchased snow plow flags for the 2009/2010 winter season please return the flag to the County office in Sedgewick for a refund.

## BRUSHING

There shall be **NO BRUSHING** on road allowances without authorization from the County.

Flagstaff County's procedure is to provide landowners an opportunity to control brush growth adjacent to road allowances. Backslope improvements and drainage are provided through the process of brush removal. This program increases the level of safety by increasing sight lines and the contouring of ditches and backslopes.

**If a landowner requires any type of access or brushing/backsloping on County road allowances, please contact the Public Works Department for further information.**

## FENCING

Flagstaff County would like to remind all ratepayers that the legal placement of fences is as follows:

**FENCES MUST BE:** Installed on private land not on the County right of way (road allowance).

- Typically this will be 10 metres back from the centre of the road.
- A few exceptions may exist if the right of way is wider than 20 metres.
- If you require clarification on the width please contact the Public Works Department.
- This applies only to local roads (not Secondary or Primary Highways which may have different requirements).

This must be strictly adhered to in order to ensure trespassing has not occurred on County right of way.

We recognize that many fences may be on our right of way. In order to protect the County from any liability risk we must ensure the fences are not on our property.

We have begun a program to identify fences that have been improperly placed. If they impede access, passage of traffic or impose a liability risk, we will notify the landowner and they will be required to relocate or remove the fence.

We look forward to your co-operation with this issue to make our County a safer place to travel!

### Other Setbacks

**Trees:** Shelterbelts shall be set back from the municipal right of way a minimum of 15 meters. (Permit not required)

**Buildings and dugouts:** must be set back a minimum of 50 meters (164 feet) from the center of a County road. (Permit required)

If you have any questions regarding these setbacks, please contact Rosemary Wetter, Development Officer at (780) 384-4102.

**The Public Works Department would like to take this opportunity to thank the many landowners, renters, utility companies, contractors and any others who helped our staff perform their duties this past year. Your cooperation and assistance is greatly appreciated.**

# PROTECTIVE SERVICES

## PEACE OFFICER SERVICES

Flagstaff County employs two full-time Peace Officers, who are responsible for the following:

- Patrol Flagstaff County and the municipalities under contract
- Enforcement of statutes and applicable bylaws
- Enforcement of commercial vehicle legislation

The Peace Officers work in accordance with all Flagstaff County policies and the Flagstaff County Service Standard Operating Procedures. They are responsible for investigating complaints received from the public, other law enforcement agencies, and their supervisors. The Peace Officers are also responsible for recording and advising of any County employee who contravenes County safety policies.

It is important that the Peace Officers maintain good relations with the public and other law enforcement agencies. They provide assistance to the Flagstaff County Emergency Medical Services, Flagstaff County Rescue Unit and Municipal Fire Departments when required. As well, the Peace Officers get involved in selected projects and events around the community; such as positive tickets and safe driving initiatives in conjunction with the RCMP.

Peace Officer duties are largely comprised of traffic enforcement. Approximately 70% of Peace Officer time is spent patrolling within Flagstaff County and the nine towns and villages which contract them. The majority of the traffic offences dealt with in 2009 were speed related.

Along with traffic enforcement, the Peace Officers dealt with the following complaints in 2009:

- |                        |                                     |
|------------------------|-------------------------------------|
| • Abandoned vehicles   | • Speeding                          |
| • Limited bylaws       | • Motor vehicle obstructing highway |
| • Off-highway vehicles | • Stunting                          |
| • Vandalism            | • Overweight vehicles               |
| • Trespassing          |                                     |

If you have a complaint or question, please contact a Peace Officer at 780-384-4100.

# REGIONAL EMERGENCY SERVICES

## FIRE PROTECTION

Fire protection in the rural areas of Flagstaff County is provided by the 10 urban fire departments. Each fire department has a fire agreement with Flagstaff County to provide fire service in an area specified near that department.

Flagstaff County employs a Regional Emergency Services Coordinator to enhance fire protection within Flagstaff County and the ten towns and villages. The Regional Emergency Services Coordinator assists the ten towns and villages and Flagstaff County, in developing training, equipment coordination, and fire prevention activities. A Fire Protection Review approved in October 2009, provides recommendations to further enhance fire services within Flagstaff County.



### Fire Department Rural Responses for the last ten years

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Alliance	6	8	8	4	1	1	8	5	11	14
Daysland	2	4	2	3	4	4	4	10	11	12
Forestburg	5	13	3	7	5	4	5	7	11	18
Galahad	3	3	3	2	2	2	2	8	2	16
Hardisty	6	7	3	0	2	4	14	17	17	10
Heisler	0	7	1	3	3	3	1	0	11	11
Killam	3	7	2	5	1	8	7	9	19	19
Lougheed	3	10	2	3	2	6	5	4	8	7
Sedgewick	6	7	6	6	3	6	9	9	15	17
Strome	2	5	1	1	1	1	0	0	3	9
<b>Total</b>	<b>36</b>	<b>71</b>	<b>31</b>	<b>34</b>	<b>24</b>	<b>43</b>	<b>55</b>	<b>69</b>	<b>108</b>	<b>133</b>



# RESCUE SERVICE

The Flagstaff County Rescue Service continues to be provided by the volunteers of the Killam Fire Department. The rescue truck, a 1996 Freightliner FL80, continues to be a very valuable asset to the emergency services department. Equipped with heavy rescue tools such as Jaws, and a cascade air system, the rescue truck is invaluable in both collisions and fires. The rescue service itself has become a vital part of the County’s emergency response system and continues to prove its effectiveness when the need arises. Specialized rescue training is provided for those members involved in rescue activities.

Rescue Responses (Includes both Rescue and Medical Assistance)									
2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
17	27	10	23	23	39	42	27	38	55

# DISASTER SERVICES

Flagstaff County is working with Alberta Emergency Management Agency to develop a new, modern Municipal Emergency Response Plan (MEP). The current MEP is being updated regularly to ensure the safety of all residents within Flagstaff County. Ongoing Emergency Management training is held to enable emergency responders and elected officials alike to understand their duties should the plan ever have to be activated.



**Jointly Owned Fire Equipment**  
**Flagstaff County owns 50% of one fire truck with each Town and Village**



**Daysland**



**Heisler**



**Strome**



**Alliance**



**Killam**



**Forestburg**



**Galahad**



**Lougheed**



**Sedgewick**



**Hardisty**



**Regional 1**



## FLAGSTAFF COUNTY

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