



# 2018 ANNUAL REPORT

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# MESSAGE FROM THE REEVE

This past year has been a very challenging but rewarding one for Flagstaff County Council. As we chart a path for sustainable development, we are keenly aware of the concerns echoed by all rural Albertans in the face of ongoing economic uncertainty due to limited resources. Through continuing engagement with Flagstaff residents from all walks of life, one particular concern remains abundantly clear: the need to limit the tax burden on residents and industry.

Flagstaff County has a proud record of strong financial management. We are committed to continuing to strike a balance between providing the high level of services and broad scope of programs for which our residents have come to expect, and maintaining residential and commercial mill rates. As a municipality with a vision extending well into the 21st century and beyond, we are focused on citizen retention and attraction, while also working to encourage investment and bolstering our economic sustainability for generations to come.

As a region, we are seeking more efficient and innovative ways in which we provide services and invest in infrastructure, as well as the way in which we govern. As we explore regional governance, be assured that Council is aware that we have a fiduciary responsibility to all landowners in Flagstaff County. We will carefully examine all options presented and consider only that which will be in the best interests of our residents.

In the meantime, our Economic Development department continues to forge new alliances and lay the groundwork for a prosperous future for both workers and small businesses in the Flagstaff Region.

Together with other municipal members of the Battle River Economic Opportunities Committee (BREOC), we helped open Battle River Innovation Centres in Forestburg and Castor. These outreach centres, the only two of their kind in Western Canada, serve as an access point for all area residents, offering a proliferation of business and employment services at their fingertips. Funded provincially and federally, these rural centres were designed to be self-supporting and will therefore provide services to the region indefinitely.

Council continually looks forward towards helping to build our region to its full potential. Of course, we cannot do this alone. We welcome respectful, insightful and informed dialogue with all stakeholders. We're in this together. Our future depends on us. And the future is now.

Don Kroetch, Reeve  
Flagstaff County



# COUNTY VISION

TO BE A  
STRONG,  
VIBRANT AND  
SUSTAINABLE  
REGIONAL  
COMMUNITY OF  
COMMUNITIES  
THROUGH  
COLLABORATION  
AND A FOCUS ON  
ECONOMIC,  
SOCIAL AND  
ENVIRONMENTAL  
COOPERATION  
THAT CONTRIBUTES  
TO A RURAL  
ESSENCE AND  
QUALITY OF LIFE



# COUNTY COUNCIL

Flagstaff County Council is comprised of a representative from each of the County's seven divisions. The Reeve and Deputy Reeve are elected by the members of Council annually at the Organizational Meeting. As governed by the Municipal Government Act, a municipal election is held every four years. Drawing upon their unique experiences and diverse backgrounds, Flagstaff County Council members work together as a unit to provide the direction and outcomes that will best serve the interests of the municipality as a whole.



Reeve  
Don Kroetch – Division 5

Council is excited about working with all our municipal neighbours in creating a path towards strong and vibrant communities in our region. We look forward to strengthening relationships, creating capacity for economic growth, supporting each other and our regional programs.



Deputy Reeve  
Howard Shield – Division 7

I look forward to working with Council, staff and Flagstaff residents both rural and urban to promote our area as a great place to live and do business. My priorities of rural roads and the environment remain unchanged.



Rick Manning – Division 1

In my third term, I am committed to continuing to work with Council on the issues that are important to all Flagstaff residents, including roads and regional governance, as well as supporting cost-effective programs and services.

# COUNTY COUNCIL



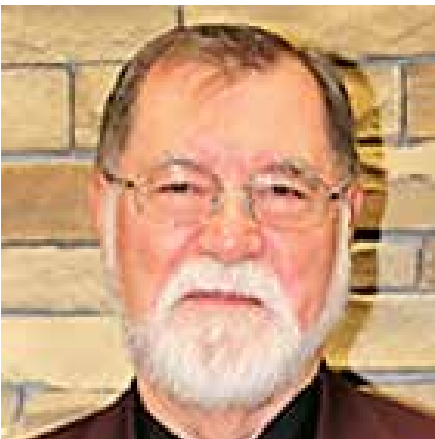
Jeanette Herle – Division 2

This year I am striving to participate in more of the events sponsored by the County. I remain hopeful that we can continue to grow and thrive as a viable regional community.



Jeff Eckstrand – Division 3

I am focused on financial responsibility, common sense-based decision making, infrastructure, maintaining population and making Flagstaff County an attractive place for industry.



Melvin Thompson – Division 4

Into my second year on Council, some of my priorities have come to the forefront. Firstly, I would like to see the rural residents of the County supplied with services that are affordable and sustainable. I would also like to see forward thinking of Council for its rural residents, as well as for the urban communities. I would like us to move forward from the past.



Erik Skoberg – Division 6

I am enthusiastic to work with regional stakeholders to develop a long-term strategic road map for not only current Council, but for future councils as well. I believe this can be achieved through clear, effective and measurable governance policy.

# MUNICIPAL SUSTAINABILITY INITIATIVE PROJECTS

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

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:

|             | <i>Operating</i> | <i>Capital</i>     |
|-------------|------------------|--------------------|
| <b>2018</b> | <b>\$232,371</b> | <b>\$4,033,331</b> |
| <b>2017</b> | <b>\$232,371</b> | <b>\$2,507,567</b> |
| <b>2016</b> | <b>\$237,241</b> | <b>\$2,553,307</b> |
| <b>2015</b> | <b>\$182,290</b> | <b>\$2,398,449</b> |
| <b>2014</b> | <b>\$184,574</b> | <b>\$1,753,151</b> |
| <b>2013</b> | <b>\$317,780</b> | <b>\$1,674,900</b> |
| <b>2012</b> | <b>\$323,334</b> | <b>\$1,747,847</b> |
| <b>2011</b> | <b>\$337,622</b> | <b>\$1,769,950</b> |
| <b>2010</b> | <b>\$357,311</b> | <b>\$1,893,310</b> |
| <b>2009</b> | <b>\$368,951</b> | <b>\$805,284</b>   |
| <b>2008</b> | <b>\$379,097</b> | <b>\$1,098,345</b> |
| <b>2007</b> | <b>\$116,312</b> | <b>\$753,459</b>   |

# AGRICULTURAL SERVICE BOARD



Flagstaff County’s Agricultural Service Board responsibilities focus on weed control, pest management, and soil conservation. The Agricultural Service Board partners with provincial and private agricultural and environmental organizations to deliver programs and services beneficial to our residents.

## Agricultural Service Board

The Agricultural Service Board (ASB) includes three County Councillors and four appointed members:

|                            |                           |
|----------------------------|---------------------------|
| <b>Councillors:</b>        | <b>Appointed Members:</b> |
| Howard Shield, Chair       | Dan Skoberg               |
| Jeff Eckstrand, Vice Chair | Bryan Zwack               |
| Melvin Thompson            | Nicholas Buchholz         |
|                            | Garret Jackson            |

*Flagstaff County would like to extend a sincere thank you to David Hihn for his past commitment and time on the Agricultural Service Board.*



## Roadside Brush and Weed Spraying Custom Weed Control

Weeds and brush are sprayed to improve sightlines, protect infrastructure, and minimize the spread of weeds onto adjacent properties. In 2018, 1172 miles of roadside was covered for weed and brush control.

### No Spray Agreements

No Spray Agreements are available to landowners and tenants who do not want herbicide application on roadsides adjacent to their property. Weed and brush control along municipal right-of-ways will then be the responsibility of the landowner or tenant. Please note that Flagstaff County refrains from spraying herbicide 500 feet before and after all yard sites.

- The Agreements must be signed prior to June 1st.
- The Agreements are in effect for five years.
- “No Spray Zone” signs will be provided and must be posted where they can be viewed from the road.
- Landowners and tenants must assume responsibility of weed and brush control along roadsides according to municipal standards.

### Roadside Mowing and Roadside Haying

All municipal right-of-ways are mowed twice a year. Landowners who want to hay municipal right-of-ways must:

- Complete a Roadside Haying Permit prior to May 15th.
- Each agreement is effective for one year.
- Permitted landowners must complete their haying by July 15th of each year.
- Bales must be removed from municipal right-of-ways within seven days of baling.

Custom herbicide application services are offered on private land to control small infestations of persistent weeds such as:

- Absinth (Wormwood)
- Common tansy
- Leafy spurge
- Scentless chamomile
- Toadflax
- White cockle

One hour free labour is provided for herbicide application for the control of white cockle and scentless chamomile, toadflax, and absinth wormwood. Half price labour is offered for the control of leafy spurge.

We offer free reverse headland spraying for landowners. This program consists of driving in the headlands and spraying back towards the ditch to control problem weeds. This service only applies to headlands that are adjacent to municipal right-of-ways.



## ***Shelterbelt Establishment Program***

To assist landowners with shelterbelt establishment we cover 50% of the cost of trees which are ordered from TreeTime.ca. Shelterbelt establishments of one-third of a mile in length or longer will be eligible for planting and initial watering at no cost. Additional watering will be provided at \$75/hour. To assist with weed control, a plastic mulch and applicator are also available for an additional charge.

## ***Evergreen Seedlings Program***

The Evergreen Seedlings Program offers free evergreen seedlings to residents to plant into dying native poplar or evergreen stands (no ornamental plantings), within the County. The purpose of this program is to provide rejuvenation of a native tree species into the landscape.

## ***Clubroot Disease of Canola***

Clubroot is a concern for farmers across Alberta. Clubroot is a serious soil-borne disease of canola and has been declared a pest under the Alberta Agricultural Pest Act. In 2018, there was no positive sites identified within the county. For more information on this disease please visit [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca).

## ***Roadside Re-vegetation***

After the completion of road construction projects, Agricultural Service Board will reseed municipal right-of-ways. In 2018, 45 miles of municipal right-of-ways were hydroseeded. All seed purchased is certified and comes with a weed seed certificate.

## ***Water Loading Stations***

Seven water loading stations are established within the municipality. The water at these facilities is non-potable and is suitable only for crop spraying, livestock watering, and irrigation purposes.

The following five facilities operate year-round and provide rural residents with a reliable and adequate supply of water to utilize for agricultural purposes.

- NE 11-44-11 (NE of Loughheed)
- SE 27-41-16 (SW of Forestburg)
- SW 10-45-16 (S of Daysland)
- SE 2-43-13 (SW of Sedgewick)
- NE 3-44-14 (SW of Killam)

The following two facilities operate on a seasonal basis from April 15th to September 30th.

- NE 8-41-12 (NE of Alliance)
- SW 27-41-10 (S of Hardisty)

## ***Extension Activities***

Throughout the year, the Agricultural Service Board offers workshops/information sessions on various topics such as:

- Classroom Agriculture Program
- Shelterbelt Planning and Maintenance Workshop
- Agriculture Mental Health and Wellness Seminar
- Build a Bee Box Workshop
- Watch Your Water Program – annual well water tests to encourage all private well owners to be aware of their water quality.
- Septic Sense

If you have an interest or a topic that you would like to see addressed, please contact our department.

## Country Roots Tour

The 4th annual Country Roots Tour headed to the Galahad area in 2018. Attendees got a look at the old and new. The first stop was to Grant Jackson's farm that featured a historic, 102 year old barn. A vintage hay carrier was put to work and everyone got to see how hay used to be put up. From there, the tour headed to Ray Jackson's farm to look at modern farming machinery.

The tour stopped by the Diplomat Mine Interpretive Centre to learn about the mining history in Flagstaff and Paintearth Counties.

Finally, a locally sourced supper and a presentation from Graham Sherman of Tool Shed Brewing Company capped off an exciting day.

## Conservation Easement

Flagstaff County is a qualified organization to administer conservation easements on private property at the request of landowners. A conservation easement is a solution for landowners that want to preserve certain features of their property even if the land is sold. An easement is the legal transfer of select

development rights to a land trust organization. It is a legally binding contract recognized by both provincial and federal law, and the easement remains in place even if ownership of the land changes in the future.

## Alternative Land Use Services (ALUS)

ALUS is a community-developed, farmer-delivered program that provides support to farmers and ranchers to enhance and maintain nature's benefits. ALUS has a simple goal: create a healthy working landscape that sustains agriculture, wildlife, and natural spaces for all Canadians. Flagstaff County is currently looking for landowners interested in establishing ALUS projects on their land, such as creating, restoring, enhancing and conserving wetlands, riparian fencing and eco-buffering, off-site watering, establishing pollinator meadows, and upland native prairie. For more information please contact Brenda Martin, ALUS Program Coordinator.





## Recreational Parks

### Fish Lake Campground

Fish Lake Campground is located three kilometres west of the Town of Hardisty. This campground offers eight spacious power sites and 12 non-serviced sites near the beach. A gazebo, a playground, and an outdoor kitchen are also on site. There is centralized water available. The lake is also stocked with perch.

### Diplomat Trout Pond

Situated 16 kilometres southwest of the Village of Forestburg, the Diplomat Trout Pond has 15 non-serviced sites, a gazebo, two fishing docks, firepits, and the Diplomat Mine Interpretive Site is located across the highway. There is no power or water. The pond is stocked annually with trout and is a great place to take the kids fishing.

### Edgerton Day Campground

The Edgerton Day Campground is south of the intersection of Hwy 13 and Hwy 855 on the outskirts of Daysland. This campground has 12 available campsites including four powered.

### Galahad Campground

Galahad Campground is situated along Guinevere Ave east in Galahad. This campground offers six fully serviced sites with washroom and shower facilities.

### Galahad Municipal Grounds

A gazebo located west of Merlin Street in Galahad, can be rented out for family reunions or large functions. There is an open area to park trailers. Washrooms, including shower facilities as well as sewage dump and water is available.

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For more information about the ASB department and programs available, please visit [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)



*looking forward to 2019...*

- Dock at Fish Lake & Building at Diplomat Trout Pond.

# 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 8,800 County properties including the Hamlets 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. Assessed values are based upon regulated assessment and market value assessment. Regulated assessment applies to four types of properties; farmland, linear, machinery and equipment, and railway. Market value is used to determine all other properties such as residential and non-residential.

## *Market Value*

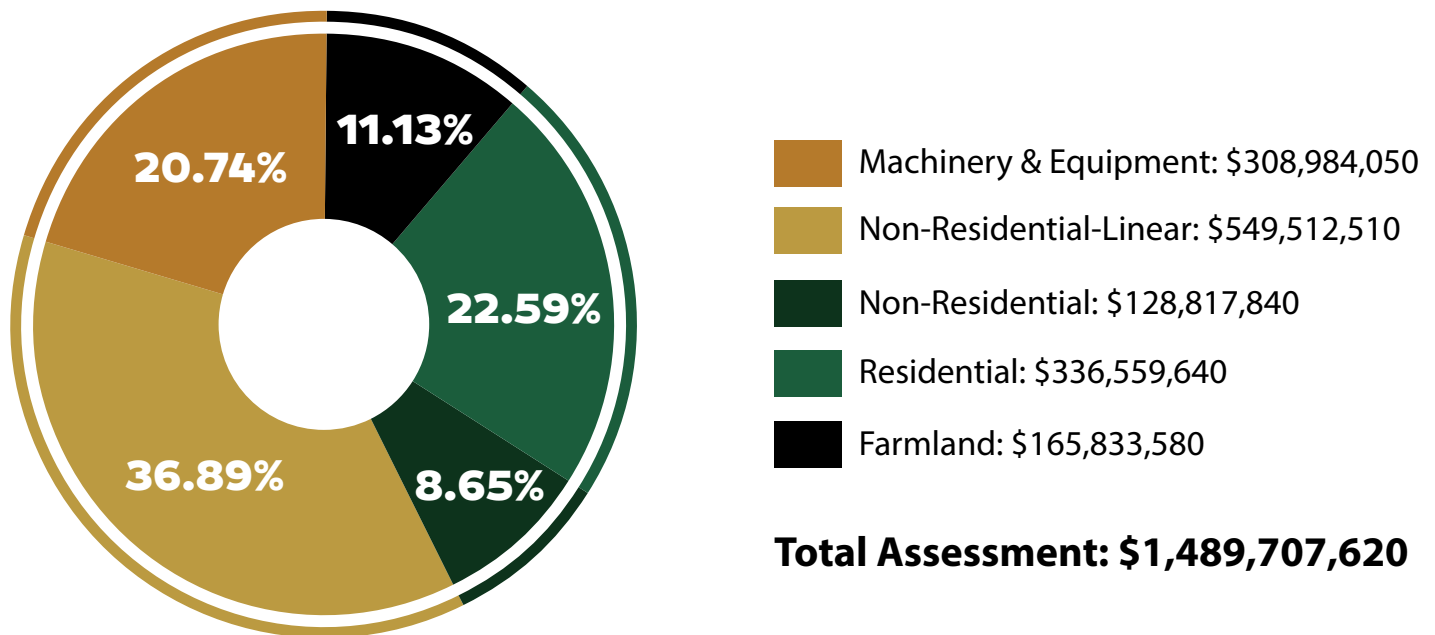
The market value-based standard is used to determine the assessed values for the majority of properties in Alberta. Market value is the price a property might be expected to sell for if sold by a willing seller to a willing buyer after appropriate time and exposure in an open market.

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.



## 2017 Assessment Year /2018 Tax Year



### Regulated Assessment

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 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.

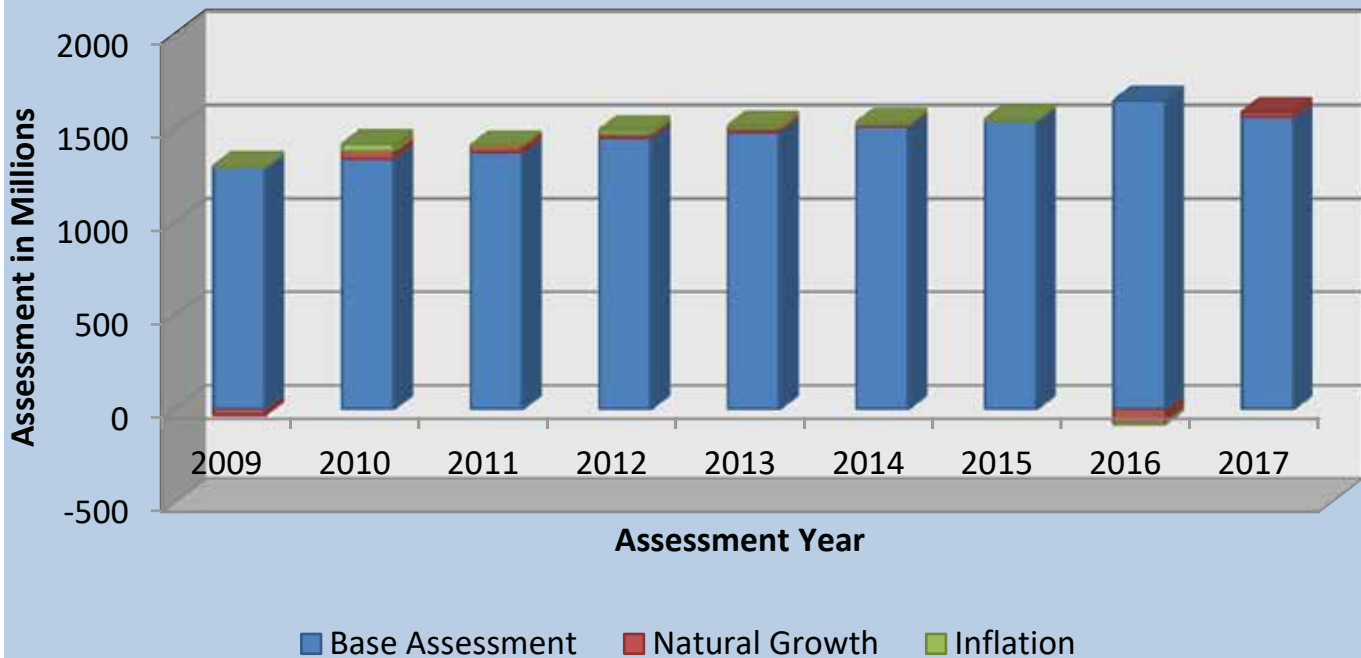
There are four types of regulated property:

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

### Farmland

Farmland is assessed based on 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 adjusts for less-than optimum conditions such as stones, the presence of sloughs, or topography.

## Assessment Growth



Flagstaff County continues to contract the assessment services to Accurate Assessment Group Ltd. Accurate Assessment Group Ltd. was incorporated on April 16, 1997 in the province of Alberta. Since that time, they have developed a 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 of the highest quality.

For more information on our Assessment Complaint and Appeal System,  
please visit our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca).

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If you have any questions regarding Assessment, please contact

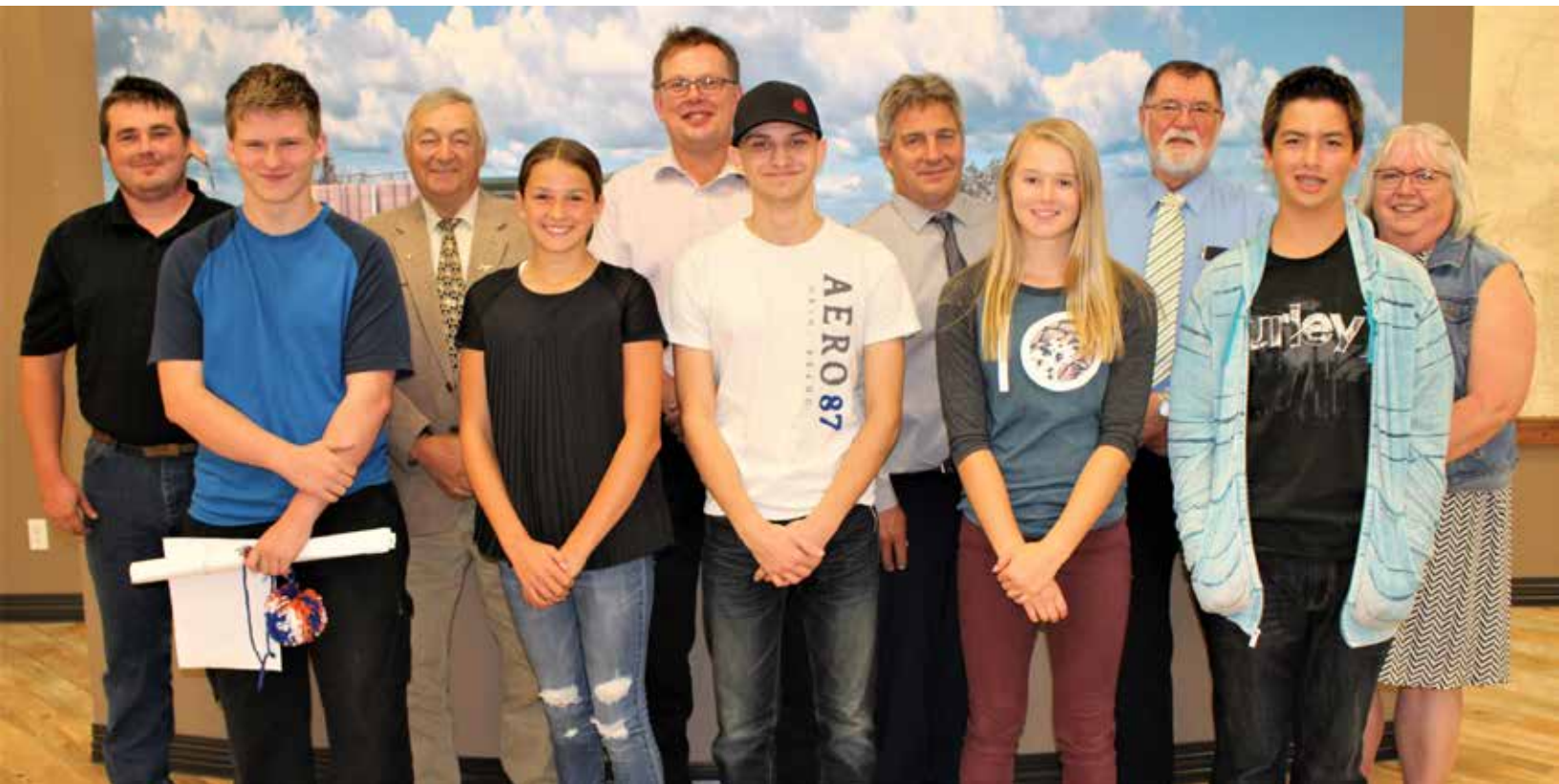
Sean Cosens | Accurate Assessment Group Ltd.

780-464-4655 | 171 Pembina Road | Sherwood Park, AB T8H 2W8

[www.aag-gis.com](http://www.aag-gis.com)

# ECONOMIC DEVELOPMENT

The Economic Development Department focuses on joint regional economic development initiatives. Core initiatives include youth development and engagement, business services, investment attraction and retention, and marketing “upstanding” brand building. Programs and services that focus on sustainability and community development are offered to citizens and businesses in the Flagstaff Region.



## *Youth Development and Engagement*

### **ACCA Program**

In 2018, Flagstaff County sponsored 12 youth to attend the Alberta Community Cooperative Youth Leadership program held at the Goldeye Centre, near Nordegg, Alberta. This program provides an opportunity for youth to develop their leadership, teamwork and community development skills. Participants gain independence and confidence in their abilities, while creating lasting friendships.

### **Career Fair**

To ensure Flagstaff Region youth in grades 9 – 12 are granted an opportunity to explore their career and post-secondary options, Flagstaff County provided funding for bus transportation to a career fair for all junior high and high schools in the region.



## Business Services

### Flagstaff Region Featured Business

We continued the Flagstaff Region Featured Business program, in partnership with Community Press, which gives businesses in our region a chance to showcase what makes them unique and attract new customers. 12 participating businesses received a write-up in the Community Press and a promotional video, with no cost to participate other than their time and enthusiasm.

### Flagstaff Celebrates Success

The 2018 Flagstaff Celebrates Success was a sold-out success, featuring keynote speaker Rachel Mielke – CEO and Founder of Hillberg & Berk. The evening launched the Flagstaff Crafted brand and featured talented artisans and makers from the region at the first ever Flagstaff Crafted Market. The market generated over \$2,700 in revenue to the talented Flagstaff Crafted entrepreneurs! The event was an evening to celebrate the businesses, volunteers and residents that make the Flagstaff Region a unique and great place to live.

### Flagstaff Crafted

We continued to develop the Flagstaff Crafted initiative, hosting information sessions with local makers and utilizing their input to further develop the brand and program. The brand and brand guidelines were launched and introduced to Flagstaff Crafted participants in October 2018. We continued to seek out local artisans and makers to participate, and at the end of 2018 we had 13 Flagstaff Crafted vendors participating in the program!







## **Business Services**

Provided training on “Essentials of Selling Local”, a one-day session that covers market options and their benefits, marketing strategies, merchandising tips, pricing strategies and retail market opportunities. The session had 26 participants from the Flagstaff Region and neighbouring municipalities.

Partnered with Alberta Health Services, Flagstaff Family and Community Services and Flagstaff Informed Response Sharing Team (FIRST) to run a mental health and wellness series in the Flagstaff Region. Together, we received \$29,000 from the Government of Alberta to run a series of five events. The first event took place in November 2018 and was tailored to our agriculture industry. We had 88 people in attendance with 42% of attendees reporting that after attending the seminar they feel more supported by their community with regards to mental health and wellness.

Offered the REACH Program to the Flagstaff Region business community and entrepreneurs. This program offers participants a series of group courses in business training, an opportunity to develop a business plan, access to an experienced business coach to implement their plan, and ongoing access to business resources and coaching for one year. We had 13 participants in the program, with one participant establishing a retail outlet and four participants expanding their product/service offering.

## **Investment Attraction and Retention**

### **Value Added Agriculture Investment Attraction Strategy**

Continued working with the Battle River Alliance for Economic Development (BRAED) to improve regional capacity in the value-added agriculture sector. Specifically, we assisted with planning and coordinating a tour of the BRAED region for board members from the Plant Protein Alliance of Alberta.



## **Broadband Internet**

Participated in information sessions and discussions facilitated by the Battle River Alliance for Economic Development (BRAED) regarding broadband internet options for the BRAED Region and its subregions.

## **Battle River Economic Opportunities Committee**

Continued to work with six other municipalities (County of Paintearth, Town of Castor, Town of Coronation, Village of Forestburg, Village of Halkirk and Village of Heisler) as a member of the Battle River Economic Opportunities Committee (BREOC). BREOC received \$1.75 million through the Coal Community Transition Fund to support economic development initiatives that enable the transition away from economic reliance on coal-fired electricity generation.

## **Marketing “Upstanding” Brand Building**

### **Flagstaff Region Tourism and Lifestyle Campaign (“Take a Moment”)**

The Flagstaff Region Tourism and Lifestyle Campaign focused on tourism within the region, providing opportunities to showcase the unique area to attract working-aged families to visit, and ultimately, reside in the region. The campaign employed two main tools to accomplish this task: it focused on people to evoke human emotion and consistently used the tagline “Take a Moment”. The tagline encourages people to get away from the hustle and bustle of life and enjoy true peacefulness in the Flagstaff Region. It was an extensive advertising campaign that included social media, search engine optimization and billboards aimed at a targeted audience within a 200-km radius (approximately 2 hours of driving time) of the Flagstaff Region.

The campaign had impressive results, with roughly 2,000 people per month clicking on our social media ads, growing our social media following by 93%, and our Google ads (static and video) being viewed more than 650,000 times!

The success of this campaign was recognized at the national level. Flagstaff County’s Economic Development department won three national marketing awards from the Economic Developers Association of Canada (EDAC), including the coveted EDAC Cup, the national organization’s top honour.

## *looking forward to 2019...*

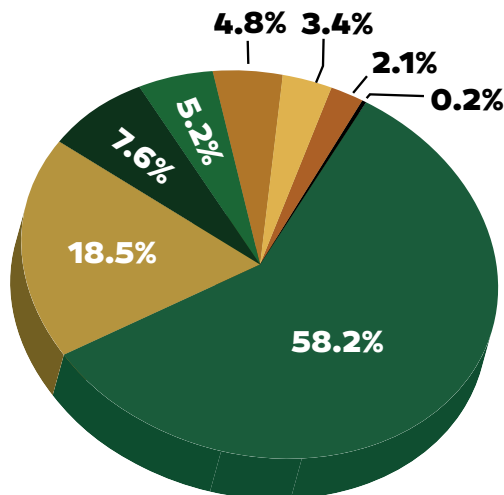
- Receiving the assessment report from BRAED that will outline broadband internet options for the Flagstaff Region and possible next steps.
- Launch the Flagstaff Crafted website ([www.flagstaffcrafted.ca](http://www.flagstaffcrafted.ca)) and host our first Maker Meet-up.
- Prepare a five-year economic and community development strategic plan for the Flagstaff Region (2019 – 2024).
- Grand opening of the Battle River Innovation Centres, 1 of the 22 initiatives that the Battle River Economic Opportunities Committee has planned to support the region.

# FINANCE

The Finance department prepares annual operating and capital budgets to reflect current programs and services, and reviews monthly revenue and expenditure reports including budget variances, to ensure the organization is accountable for efficient and effective utilization of resources. In addition, this department provides open and transparent accountability of the financial management of the organization by conducting monthly financial operating and capital reports, annual audited financial statements and Financial Information Return, inventory control and costing, and maintaining and reporting tangible capital assets in accordance with the Municipal Government Act (MGA).

## Operating Expenditures 2018

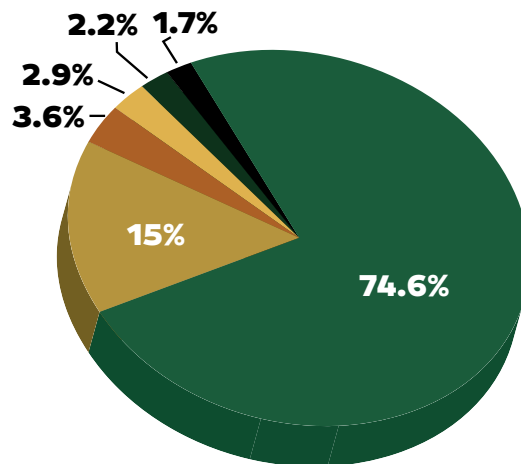
### Operating Expenditures



Total Expenditures - \$23,590,581

|                                      |              |       |
|--------------------------------------|--------------|-------|
| Protective Services                  | \$1,231,630  | 5.2%  |
| Water and Waste Management           | \$811,328    | 3.4%  |
| Public Works                         | \$13,729,293 | 58.2% |
| Public Health & Welfare              | \$490,671    | 2.1%  |
| Agriculture / Development / Planning | \$1,790,738  | 7.6%  |
| Recreation / Culture                 | \$1,128,332  | 4.8%  |
| Gas Distribution                     | \$40,744     | 0.2%  |
| General Government                   | \$4,367,845  | 18.5% |

### Operating Revenues



Total Revenues - \$29,572,426

|                             |              |       |
|-----------------------------|--------------|-------|
| Taxes- Municipal Purposes   | \$22,062,334 | 74.6% |
| Investment Income           | \$512,522    | 1.7%  |
| Government Grants Operating | \$862,347    | 2.9%  |
| Government Grants Capital   | \$4,422,382  | 15%   |
| Sales and User Charges      | \$1,060,438  | 3.6%  |
| Revenue own Sources         | \$652,403    | 2.2%  |

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**EXCESS REVENUE OVER EXPENSES:                      \$5,981,845**

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| Change in Accumulated Surplus     |                    |
|-----------------------------------|--------------------|
| Unrestricted Surplus              | \$901,861          |
| Reserves                          | \$1,783,580        |
| Equity in Tangible Capital Assets | \$3,296,404        |
| <b>Total</b>                      | <b>\$5,981,845</b> |

Flagstaff County has copies of the 2018 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 2018 Financial Statement.

## **SALARY & BENEFITS DISCLOSURE**

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

|                                  | Division<br>1 | Division<br>2 | Division<br>3 | Division<br>4 | Division<br>5 (Reeve) | Division<br>6 | Division<br>7 |
|----------------------------------|---------------|---------------|---------------|---------------|-----------------------|---------------|---------------|
| <b>Salary</b>                    | \$38,219      | \$38,219      | \$38,219      | \$38,219      | \$42,040              | \$38,219      | \$38,219      |
| <b>Benefits &amp; Allowances</b> | \$3,809       | \$5,424       | \$5,424       | \$4,140       | \$5,967               | \$5,424       | \$5,424       |
| <b>2018 Total</b>                | \$42,028      | \$43,643      | \$43,643      | \$42,359      | \$48,007              | \$43,643      | \$43,643      |
| <b>2017 Total</b>                | \$42,317      | \$47,014      | \$44,524      | \$44,291      | \$45,368              | \$44,527      | \$44,527      |

Salary includes regular base pay and gross honoraria.

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

# PLANNING AND DEVELOPMENT



Planning and management of land use and development creates an attractive and vibrant municipality, which enhances the quality of life of its residents. This is achieved through the goals and regulations set out in the Land Use Bylaw, Municipal Development Plan, and Intermunicipal Development Plans. Following these plans results in fewer conflicting developments, addresses safety and environmental concerns, and creates productive land management.

In 2018, there were 55 developments totaling \$78,551,011.21.

## Developments

All residents are reminded that no development shall be undertaken within the municipality unless an application for it has been approved and a development permit has been issued, other than those designated in Section 3.5 of the Land Use Bylaw which can be accessed on our website. Please refer to the definition of “development” under Part 1.3.69 of our Land Use Bylaw.

Development Permits are required to ensure that:

1. The regulated setback distances from all property boundary lines will be met.
  - Setback distances are required to ensure safety from roadway traffic, minimize dust and noise, ensure sight lines to the roadway are clear, and to provide sufficient distance for possible road development in the future.
  - All developments within the **Agricultural District** must be set back a minimum of 40 metres (131.2 feet) from the front line of the property. Side and rear yard setback distances vary for structures, dugouts and shelterbelts. Please refer to the Land Use Bylaw #09/18 for required setback distances.

- All development within the **Hamlets** must be setback a minimum of 6.0 metres (19.7 feet) from the front property line. Side and rear yard setback distances vary within Hamlet Land Use Districts.

2. The land is properly zoned for the proposed use (i.e. agricultural, commercial, industrial, residential, public use):

- To ensure that land uses will not conflict with one another (e.g. Industrial development does not conflict with agricultural or residential land users), and
- To encourage industrial development in environmentally suitable locations and to a high environmental standard.

3. Those who may be affected by a proposed development be provided with an opportunity to comment.

## Developments in 2018

|                                 | Commercial<br>/Industrial | Non-<br>Residential | Residential    | Institutional |
|---------------------------------|---------------------------|---------------------|----------------|---------------|
| <i>Number of Permits Issued</i> | 11                        | 20                  | 21             | 3             |
| <i>Value of Permits Issued</i>  | \$70,361,500.50           | \$1,370,923.69      | \$6,399,500.00 | \$419,087.52  |

## Building, Electrical, Plumbing, Private Sewage, Gas, and National Energy Code 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.

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

Applications for Building, Electrical, Plumbing, Private Sewage, Gas and the National Energy Code 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

Our 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 the Land Use Bylaw and Municipal Development Plan, which protects agricultural land from unnecessary fragmentation.

The size of a subdivision parcel varies with each Land Use District. For example, the Agricultural District is the most common subdivision and the size varies from 1 to 15 acres. Other Land Use Districts available are Agricultural Small Holdings, Highway Commercial, Multi-lot Country Residential, Industrial, and Rural Industrial.

Please contact the County Office if you require assistance with your subdivision application, or for clarification regarding Municipal and Provincial regulations.

Uses and regulations regarding the districts noted above can be found in the Land Use Bylaw.

The Development department is pleased to provide advice relative to provincial and municipal regulations that may apply and also assist in the process of obtaining approvals that may be required when building or changing the use of your property.

There were 11 subdivision applications received in 2018.

The Land Use Bylaw, Municipal Development Plan, 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).



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•Intermunicipal Development Plans with our neighboring municipalities (Beaver County, Camrose County, County of Paintearth No.18, County of Stettler No.6, M.D. of Provost No.52, M.D. of Wainwright).

# PROTECTIVE SERVICES



The 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 Offences Procedure Act
- The Highways Development and Protection Act
- The Gaming, Liquor, and Cannabis Act
- The Environmental Protection and Enhancement Act
- Other Provincial Acts and Legislation

The Peace Officers work in partnership with various Federal and Provincial agencies to patrol and enforce legislation and regulations.

Community Peace Officers enforce weights and measures to ensure that road users are working within legal allowances, therefore protecting the infrastructure from damage and increasing safety on our roadways.

The Peace Officers are contracted to provide enforcement services for the urban municipalities within the region.



# PUBLIC WORKS



The Public Works Department is responsible for the maintenance and construction of all municipal roadways and bridges throughout the County. The objective is to provide a responsible level of service to our residents by working as a team to achieve successful programs approved by Council.

## *Maintenance and Repair - Shop*

Shop staff are responsible for the service, maintenance, and repairs of all mechanical resources ranging from small powered equipment to our largest piece of machinery. This includes routine inspections for trucks and trailers as required by the Alberta Transportation Vehicle Safety Act.

Construction of the new Flagstaff County Maintenance Shop was completed on schedule and under budget. Staff officially started working in their new quarters on Monday, June 25, 2018. Renovations are currently being conducted on the old shop.

## Road Recovery Program

The Road Recovery Program is a process to rehabilitate a road structure, restore drainage and dispose of any rocks and regrowth of trees and shrubs. The Road Recovery Program is executed by County resources and it includes the following maintenance procedures:

### Shoulder Pulling

Is utilized on roads that are in excess of 10 metres wide. This program extends the life of the road and reduces maintenance costs. This process may include drainage improvements, culvert replacement, reshaping backslopes and grade slopes, re-compacting the sub-grade, re-establishing the road surface crown, restoring the road surface width that it was originally constructed to, and the disposal of any rocks or shrubs. Gravelock, a soil stabilization product, was utilized in all these projects. We have observed improved performance of the sub-grade by incorporating Gravelock.

The following Shoulder Pulling projects were completed in 2018:

| 2018 Shoulder Pulling Projects                       |            |            |
|--|------------|------------|
| LOCATION   | DISTANCE   | TOTAL COST |
| NNW 34-42-12-W4 Twp Rd 430 east of Secondary Hwy 869 | 4.75 miles | \$226,300  |
| NNE 32-42-13-W4 Twp Rd 430 east of Rge Rd 140        | 2.5 miles  | \$117,100  |
| NNW 22-44-16-W4 Twp Rd 444 east of Secondary Hwy 855 | 5.2 miles  | \$210,100  |
| NE 31-44-15-W4 Rge Rd 155 south of Highway 36        | 3.4 miles  | \$162,900  |
| NNW 33-44-13-W4 Twp Rd 450 east of Highway 36        | 6.0 miles  | \$272,900  |
| NNW 33-42-13-W4 Twp Rd 430 east of Highway 36        | 3.0 miles  | \$104,100  |

All costs include regravelling applied at 930-1240 tonne/mile.

## Sub-Grade Preparation

Is performed on roads where the sub-grade has lost its compaction. This maintenance procedure includes re-compacting the sub-grade, re-establishing the crown on the road surface, and includes incorporating Gravelock, a soil stabilization product, to strengthen the sub-grade.

No sub-grade preparation projects were completed in 2018.

### Dust Suppressant

Strategic locations have dust suppressant applied which helps reduce the frequency of maintenance, improve safety while mitigating the nuisance of dust to residents and minimizing the environmental impact. The dust suppressant program consists of the following:

- MG 30
- Oil Surface Products
- Pavement
- Test Products

### MG 30

Starting in 2017, MG 30 has been utilized exclusively for all dust suppressant applications. MG 30 is a water-soluble dust suppressant product which also has road surface stabilization characteristics that bind aggregate materials, therefore keeping aggregate on the road. This product has proven, through several years of usage, to be effective in reducing dust and stabilizing surface aggregate, as well as a cost effective and a sustainable option that provides a ban-free road surface. MG 30 has also proven to help reduce washboard, grader maintenance, and the frequency of gravelling, thus extending the life of our gravel sources.

MG 30 is utilized on all arterial routes to provide a hard surface that is ban-free, year-round, for heavy truck traffic to travel in wet or dry



conditions. This product increases safety while traveling as it reduces the amount of dust compared to a gravel road surface.

In 2018, MG 30 was used on approximately 115 miles of road, 70 residential locations and 60 strategic locations (intersections, hills, and curves).

## Residential Dust Suppressant

For a fee, Flagstaff County provides a dust suppressant application for residents.

Applications must be received by May 1 (Spring Application) and August 1 (Fall Application). An application form for a residential dust suppressant is available online at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) or by contacting the Public Works Department at (780) 384-4123.

## Oil Surface Products

With the approval of the Rural Road Study, the oiled road inventory was scheduled to be reduced and all oiled roads identified to be reverted will be transitioned back to gravel surface roads.

A maintenance program for pothole patching and rip/relay ensures a safe driving road surface during this transition period. As oil surface roads deteriorate and patching is no longer cost effective, ripping and relaying is performed. If an oil surface road contains sufficient residual oil, then the surface will be compacted. Once an oil surface road has dehydrated to the point where the oil doesn't bind to the aggregate and the clay from the sub-grade is exposed, this road is then maintained as if it were a gravel road. Oiled roads that haven't dehydrated will have the remaining oil material recycled for another purpose.

## Roads remaining with an oil surface:

Specific roads are designated, in procedure, to be maintained with an oil surface treatment to help reduce the frequency of maintenance:

| ROADS REMAINING WITH OIL SURFACE                                 |              |
|--|--------------|
| Strome East Rge Rd 151 – North of Hwy 13                         | 0.4 miles    |
| Hardisty North Rge Rd 95A – SH 861 West to Rge Rd 100            | 1.0 mile     |
| Hardisty Rge Rd 100A – North of Hwy 13                           | 0.35 miles   |
| Airport Road (Hardisty) Rge Rd 103 – From Hwy 13 South to SH 608 | 7.0 miles    |
| Hardisty West Town of Hardisty – to Rge Rd 101                   | 0.8125 miles |
| Shop Road West Twp Rd 442 – West of SH 869 to Rge Rd 130         | 2.1 miles    |
| Shop Road East Twp Rd 442 – East of SH 869                       | 0.4375 miles |

## Year-Round road bans will remain on these roads

**50% in the Spring (March 1 – July 31)**

**75% in the Summer and Fall (August 1 – November 30)**

**90% in the Winter (December 1 – February 28)**

To achieve Council's objective of a "ban free" "dust suppressed" Arterial Road Network by 2022, the transitioning oil surface roads will be ban free, year-round

## Road Bans

Road Bans define the maximum allowable weights permitted on certain municipal roads. Weight restrictions are applied to protect the road structure and minimize damage. Oil roads are banned at 50% during the spring, 75% during the summer and fall, and 90% during the winter months. Gravel roads are banned only if deemed necessary to protect the infrastructure. Certain dirt/sand roads have an annual weight restriction of 75% to minimize heavy oilfield traffic. Please refer to our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) for the most current Road Ban.



## Test Products

Annually, funds are allocated for testing new dust suppressant products. These products are tested to determine whether they are effective, affordable, and environmentally suitable. In 2018, crews applied the test product Formula 35 Plus from Tiger Chemicals to 3 miles on Township Road 442. This product has a Calcium Chloride-based formula with an inhibitor to prevent corrosion. We will continue to apply this product in 2019 and 2020, as it has a 3 year application timeline. Optimal results can be expected after 3 years of application, at which time we will assess the test product's performance, viability, and cost effectiveness compared to MG30.

Products that have been tested with unsatisfactory results are:

- Canola Oil
- Durasoil
- Earth Glue
- Magnesium Chloride
- Dust Lynx
- No Dust
- No Dust Enviro

**Flagstaff County continues to consult with industry and municipalities to seek out new and alternative products. We also continue to perform testing on new dust suppressant products in search of cost effective alternatives.**

## Pavement

The following roadways are designated pavement roads:

- ATCO Power Plant Road Twp Rd 410 – to ATCO Power Plant 4.5 miles
- County Airport Road Rge Rd 131 – North of Hwy 13 0.75 mile
- Galahad Access Road Twp Rd 412 – West of Hwy 36 4.0 miles

No work was completed on the designated pavement roads in 2018.



# Gravel Program

## Gravel

On average, 160,000 tonnes of gravel are required annually for the following programs: re-gravel, road construction, road recovery, spot patching, washouts, approaches, and road repairs.

Typically, gravel roads are re-graveled on a five-year cycle, which equates to an average of 275 miles annually; however, other factors such as “Average Annual Daily Traffic,” types of vehicles, and road designation, etc., influence cycle times. Within the re-gravel program, all 8-metre wide roads are graveled at 330 tonnes per mile. Narrower road widths are graveled at a reduced rate: seven (7) meter roads at 290 tonnes per mile and six (6) meter roads at 246 tonne per mile. The loading and hauling of aggregate materials for the gravel program is performed by in-house

resources utilizing gravel trucks with additional gravel trucks designated for spot patching on gravel roads throughout the County, as well as road repairs and stockpiling.

## Gravel Stockpiling

Interim stockpile sites are utilized to increase efficiencies for the summer gravel haul program.

In 2018, the 7.46 acre parcel of land south of Sedgewick that was purchased for a gravel stockpile site was leveled and fenced, in preparation for storing aggregate materials and culverts at this location. This site was purchased to allow a larger quantity of gravel to be stockpiled and address the concern of gravel trucks hauling through the Town of Sedgewick.



## Gravel Production

Gravel Production (crushing) replenishes our supply of gravel and ensures inventory levels are adequate to support our programs. Crushing projects are tendered to ensure that a competitive price is obtained. All gravel is crushed to a required specification and quality controls are completed by in-house personnel.

Two gravel production projects were completed in 2018 at the following locations:

- CR-01-2018 McDonald Pit (NW 14-45-19) – 50,500 tonne
- CR-02-2018 New Skori Pit (N ½ 09-46-11) – 40,005 tonne

A total of 90,505 tonnes of gravel was crushed in 2018 at a total cost of \$1,031,300.

## Gravel Reclamation

The County is responsible for reclamation at seven gravel pits that we manage and lease. Reclamation is performed in accordance with a Code of Practice prepared by a consulting firm and approved by Alberta Environment. In-house equipment is utilized for the purpose of gravel exploration, pit preparation, and reclamation.

## Gravel Exploration

In an effort to secure a long-term gravel supply and/or source, we are continually increasing inventory and conducting gravel exploration for the purpose of purchasing and/or leasing future gravel sources.

As potential gravel sources are identified, a Gravel Testing Agreement is acquired prior to the commencement of exploration.

The purchase of the land located at NW 17-44-09-W4 in 2018 ensured a long-term gravel source will be available. This land has an estimated 3.7 million tonnes of gravel reserves.

## Gravel Sales

Landowners may purchase a maximum allotment of gravel up to 150 tonnes per year per residential/farm/acreage site within the County. Anyone wishing to purchase gravel must contact the Public Works Department to make arrangements to obtain a “Permission for Purchase of Gravel” form prior to receiving any gravel sales.

**Please note that the intent of County gravel sales is for use on residential laneways and yard sites and not for re-sale.**

## Road Maintenance

There are 1,527 miles of bladed roads that are divided into:

- 10 Summer Maintenance Areas (approx. 120 - 160 miles/area)
- 10 Winter Maintenance Areas (approx. 120 - 150 miles/area)
- Field access roads are not maintained on a regular basis in the winter

Within County boundaries, there are 151 miles of secondary highways which are maintained by Emcon on behalf of the Province of Alberta.

## Summer Maintenance

County gravel roads are maintained by 10 graders. Grader operators are able to blade approximately 18-25 miles/day; these roads should receive maintenance once per month. Specific heavy traffic routes have an increased maintenance cycle.

## Winter Maintenance

Roadways are cleared of snow as necessary. During normal winter conditions, maintenance areas should be cleared of snow within four days, unless there is heavy snowfall and persistent winds.



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

In each maintenance area, three 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.

Spare graders may be utilized to help during winter storms.

Two plow trucks are designated to remove snow and apply sand/salt to oil and paved surface roads. Two graders are designated for snow and ice removal on MG 30 roads.

Back roads or blind roads will not be plowed unless deemed necessary by Public Works.

Private Laneway Maintenance

The service of snowplowing and grading is available for residential laneways. The landowner is required to sign a Private Laneway Service Agreement. County staff are required to conduct an Occupational Health and Safety Inspection/ Hazard Assessment prior to any work being completed. This process must be completed on

an annual basis. Services to the public will be conducted after all scheduled road maintenance is completed on gravel, oil, and paved surface roads. A fee of \$65/half hour (half hour minimum charge) or \$130/hour will be charged for this service.

Hamlet Street Maintenance/Repair

Includes snow removal, crack filling, repairing potholes, sidewalk maintenance, street sweeping, grading, and providing dust suppression.

Bridge Maintenance and Repair

Bridge maintenance includes deck sweeping, vegetation control, beaver dam removal, replacement of bridge decking, guardrails, and hazard markers. This maintenance preserves the capital asset and contributes to safe crossings.

A number of culvert structures were identified to meet the criteria to be listed as a bridge file, and thus qualify for provincial funding for repair and replacement. There are now 102 bridge files (35 bridge structures and 67 culvert structures) within the County that are inspected and analyzed on a five-year cycle for major deficiencies.

Bridge Projects

Bridge projects completed in 2018:

| Bridge File  | Work Completed                                   | Total Cost   |
|--|--|--|
| Bridge File # 9786 – Twp Rd 440, east of Rge Rd 110 (North of Loughheed) | Replacement of girders and miscellaneous repairs | \$198,600<br>(includes preliminary engineering costs incurred in 2017) |

To determine future replacement and repair requirements, inspections and assessments were completed on the following bridge structures:

|                                    |  |
|------------------------------------|--|
| Level 2 Timber coring inspections: | BF# 74649 – SW 03-43-10-W4 (Rge Rd 103, West of Hardisty)    |
|                                    | BF# 1019 – SE 03-46-15-W4 (Twp Rd 460, North of Strome)      |
|                                    | BF# 72402 – SW 36-44-13-W4 (Rge Rd 131, Northeast of Killam) |



## Uncompleted Bridge Projects Will be Scheduled for Completion in 2019 & 2020 :

| 2019 Bridge File  | Work To Be Completed                                       | Estimated Cost<br>(includes contracted services and engineering) |
|---|--|--|
| Bridge File # 72018 – Rge Rd 103, north of Twp Rd 432 (Northwest of Hardisty) | Structural repairs to bridge timbers and concrete girders. | \$77,000   |
| Bridge File # 7717 – Twp Rd 460, east of Rge Rd 140 (North of Killam)         | Replace one concrete girder.                               | \$42,800   |
| Bridge File # 6703 – Twp Rd 442, east of Rge Rd 110 (Northeast of Loughheed)  | Structural repairs to bridge timbers and concrete girders. | \$264,000  |
| Bridge File # 8318 – Rge Rd 101, north of Twp Rd 432 (North of Hardisty)      | Structural repairs to bridge timbers.                      | \$22,000   |
| 2020 Bridge File  | Work to Be Completed                                       | Estimated Cost   |
| Bridge File # 83186 – Twp Rd 442, west of Rge Rd 164 (South of Daysland)      | Culvert replacement.                                       | \$62,000<br>(includes equipment, labour and engineering)         |





### ***Brushing/ Backsloping/ Mulching***

This process increases the level of safety by increasing sight lines and the contouring of ditches and backslopes. Brushing and mulching provides landowners an opportunity to control brush growth adjacent to road allowances. This service is provided to landowners upon request and as equipment and resources become available as the same resources are utilized in gravel production and reclamation programs.

**Brushing on road allowances is not permitted without written authorization from the County.**

### ***Approaches***

Approaches located within the road's right-of-way are under the direction, control and management of Flagstaff County and as such Public Works retains the authority to approve the installation of new approaches. In the interest of the public safety, approval will only be granted where the requested location is considered practical and ensures that all approaches

are constructed in accordance with County standards and policy PW 004-Approaches.

Oil and gas companies must submit an application in a form of a letter along with a site survey plan and must be accompanied by a \$250 inspection/administration fee. Where access is required off of a partially or undeveloped road allowance, the applicant is required to enter into the appropriate Road Use/Construction Agreement.

### ***Road Side Clean Up***

Landowners are prohibited from dumping rocks and debris in the County right-of-way. This debris causes hazards in the right-of-way. The landowner will be responsible for the clean-up of any new rock piles found.

Ditches within our County right-of-ways on developed and partially developed road allowances will be periodically cleared of debris such as rocks, garbage, and dead trees.

## Signs

All signs are inspected on an ongoing basis. Any signs requiring maintenance are prioritized and scheduled for repair or replacement.

## Culverts

Culvert maintenance includes replacement, cleaning, thawing, repairs to damaged ends, and the addition of extensions. All culverts are replaced and diameters are increased where required to improve water flow. In 2018, 26 400-900mm centerline culverts were replaced in-house. New culverts are installed under new construction projects and may be replaced on road recovery projects.

In 2018, MPA Engineering, our bridge engineers, completed inspections on twenty-two (22) culvert structures, 800mm in diameter or larger.

Six (6) culverts have been flagged high priority for replacement and will be scheduled for replacement over the next couple years.

New culvert and couplers are available for sale to landowners for the use in approaches on road allowances and to local municipalities.

## Airport

The Public Works department provides administration and maintenance services for the Flagstaff Regional Airport.

The following capital project was scheduled for 2018 and will be completed in 2019:

- GPS/WAAS Instrument Procedures

Estimated Cost: \$36,300

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## Utilities – Water/Wastewater/Garbage Collection/Gas Distribution

Water treatment and distribution, wastewater collection and treatment, and garbage collection services are provided to the residents within the Hamlets of Strome and Galahad.

The natural gas distribution system was sold to Phoenix Gas Co-Op in 2018.

***The following infrastructure upgrades were completed in 2017 and 2018 for the Hamlets of Strome and Galahad:***

### Strome

Fire pump replaced, new generator at the water plant, electrical upgrades at the water plant, the reservoirs inspected and cleaned, lagoon berm was repaired with clay and rip rap to prevent water action erosion, water treatment plant/SCADA upgrades, new and replacement of hydrants, new isolation valves, sanitary main spot repairs, replace/repair sanitary manholes, replace all curb stops, and replace knife gate valve at lagoon discharge.

2017 cost - \$1,069,000 | 2018 cost - \$166,700 | Total Cost To Date - \$1,235,700

### Galahad

Lagoon release valve replaced, distribution pressure relief valve replaced, sidewalk and swale concrete work completed, residential water meter replacement completed, water treatment plant/SCADA upgrades, new and replacement hydrants, new and replacement isolation valves, sanitary main spot repairs, replace/repair sanitary manholes, replace all curb stops, replace water distribution meter, replacement of water meters and replacement of lift station.

2017 cost - \$993,300 | 2018 cost - \$130,900 | Total Cost To Date - \$1,124,200



## Construction

Evaluation criteria, such as safety concerns, historical maintenance, average annual daily traffic, sight lines, grade width, sideslopes/back slopes, drainage, and type of traffic, are used to determine which roads will be constructed and prioritized for reconstruction.

Starting in 2018, Public Works has developed a plan to construct roads once every three years instead of on an annual basis. Annually, a \$1.5 million budget will be allocated to reserves to fund the road construction program.

## 2018 Road Construction Program

No road construction projects were completed in 2018; preliminary engineering for the 2020 road construction projects was completed.

## Arterial Road Network

Since the approval of the Rural Road Study and arterial road network in 2013, Public Works has been evaluating alternative dust free surfaces, seeking the most economical and effective solution.

In 2014, Council approved the surface type on the arterial road network to be MG 30 and Calcium Chloride.

In 2015, a facilitated discussion was held with the Executive of the Flagstaff Coalition for Better Roads, County Council, and staff. The topics covered the concept of perception, understanding expectations, giving and receiving feedback, and specific discussion around the Rural Road Study.

Following this discussion, Council approved the following:

- To research and prepare a proposal for the use of the product Terracem with chip seal for a dust suppressant alternative; if the product projects to be an economical and effective option for a surface type for the arterial road network, determine a test section for the application for further analysis.
- To develop a rating system, utilizing the criteria in the Rural Road Study, to further review the arterial road designation; and consider different surface types dependent on the rating of the roads.

At the July 13, 2016 Council meeting, Public Works presented a Terracem testing proposal for a dust suppressant alternative. The following options were presented for Council's consideration:

- Do not test Terracem with a cape seal or chip seal and utilize MG 30 exclusively as a dust suppressant project.
- Test a 2-mile section of road utilizing Terracem with either a polymer fiber reinforced chip seal or double graded aggregate chip seal, in 2017.

The information and both options were discussed, and Council approved to table the Terracem testing proposal.

Since 2017, MG 30 is utilized exclusively for all dust suppressant applications.

The Average Annual Daily Traffic (AADT) data will be collected for a period of three to four years and used in 2019 to re-evaluate the Arterial Road Network along with the criteria identified in the Rural Road Study.



## *Reporting Issues or Information*

**Please contact Public Works Administration at (780) 384-4100 with any issues or information regarding:**

- A plugged culvert where drainage is a concern or to purchase a used culvert.
- To report a sign that has been vandalized, missing, or faded.
- Bridge concerns or washouts.
- Application of dust control.
- Maintenance of laneway.
- Purchase of gravel.
- Rental of equipment.
- If you require any type of access or brushing/backsloping/mulching on a road allowance.
- Information on constructing an approach.

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- Construction of Sand/Salt Storage Shed.
- Physical and Needs Assessment on selected County facilities.

## Public Works Programs scheduled for 2019 are:

### Road Construction

No projects are scheduled for 2019.

### Road Recovery

#### Shoulder Pulling Projects and Subgrade Prep Projects:

The following Shoulder Pulling and Subgrade Prep projects are scheduled for 2019:

(Gravelock will be applied to these roads)

| 2019 Shoulder Pulling Projects                  |                      |
|---|----------------------|
| LOCATION  | DISTANCE             |
| ENE 33-46-45-W4 Rge Rd 153, South of Hwy 26     | 2.0 miles (Arterial) |
| ENE 33-44-10-W4 Rge Rd 103, North of Twp Rd 435 | 7.0 miles (Local)    |
| NNW 23-45-16-W4 Twp Rd 454, East of Rge Rd 162  | 2.0 miles (Local)    |
| NW 32-43-11-W4 Twp Rd 440, East of Hwy 13       | 1.6 miles (Local)    |
| ENE 07-42-12-W4 Rge Rd 125, North of SH 608     | 2.0 miles (Local)    |

**Total 14.60 miles**

| 2019 Subgrade Projects                          |                      |
|---|----------------------|
| LOCATION  | DISTANCE             |
| ENE 34-40-13-W4 Rge Rd 132, North of SH 602     | 4.0 miles (Local)    |
| ENE 29-43-11-W4 Rge Rd 114, North of Twp Rd 434 | 0.5 miles (Arterial) |
| ENE 20-43-11-W4 Rge Rd 114, North of Twp Rd 432 | 2.0 miles (Arterial) |

**Total 6.5 miles**

### Gravel Production

Gravel crushing will take place at the following locations in 2019:

- CR-01-2019 – Northeast Area – approximately 80,000 tonnes
- CR-02-2019 – West Area – approximately 50,000 tonnes

### Bridges

The following bridge work is scheduled for 2019:

| 2019 Scheduled Bridge Work                        |   |
|---|---|
| LOCATION  | Work to be Completed  |
| <b>BF# 6660 – Twp Rd 435 (East of Loughheed)</b>  | Major structural repairs to bridge timbers and replacement of concrete girders. |
| <b>BF# 8983 – Rge Rd 112 (North of Loughheed)</b> | Structural repairs to bridge timbers and bridge deck replacement.               |
| <b>BF# 74649 – Rge Rd 103 (South of Hardisty)</b> | Pile repairs, replacement of timber caps, and bridge rail repairs.              |

#### Replacement of Large Diameter Culverts

- SW 30-43-16 – Twp Rd 434 (Northwest of Heisler)
- NW 20-43-14 – Rge Rd 145 (South of Strome)
- SW 30-45-16 – Twp Rd 454 (North of Daysland)

### Hamlet Infrastructure Upgrades

The following infrastructure upgrades are scheduled for 2019:

- Strome – Preliminary engineering and approvals for upgrades to the Waste-Water Lagoon.
- Galahad – Preliminary engineering and drilling of a new water well, upgrades to the Water Reservoir Pumphouse and installation of a control valve within the existing vault located in the Galahad Waste-Water Lagoon berm.



# RECREATION



## Grant Funding

In 2018, \$750,000 in recreation funding was distributed to the ten (10) Agricultural Societies within the region. The amount of funding provided to each society is based upon a formula of the percentage of the rural population applied to the total population of each community. We are appreciative of the Ag. Societies for their efforts in distributing this funding within our region.

The following indicates how each Agricultural Society allocated their grant.

## 2018 Recreation Funding Allocations

| Agricultural Society | Funding Distribution                 | Flagstaff County Grant |
|----------------------|--------------------------------------|------------------------|
| <b>Alliance</b>      | Valley Ski Hill                      | \$2,000                |
|                      | Women's Institute                    | \$ 791                 |
|                      | Rec Board Campsite                   | \$3,000                |
|                      | Community Hall                       | \$5,000                |
|                      | Multiplex                            | \$12,000               |
|                      | Alliance GEM's                       | \$1,000                |
|                      | Battle Bend School                   | \$2,000                |
| <b>Daysland</b>      | Daysland Arena                       | \$35,000               |
|                      | Daysland Golf Club                   | \$35,000               |
|                      | Daysland Parks and Trail Committee   | \$3,000                |
|                      | Daysland Skating Club                | \$ 500                 |
|                      | DaysArt - Kamotion Creative Movement | \$1,000                |
|                      | DaysArts                             | \$2,500                |
|                      | Daysland School Council              | \$14,150               |
|                      | Daysland Fitness Centre              | \$4,465                |
|                      | Daysland Public Library              | \$2,500                |
|                      | Killam Rec Board (Aquatic Centre)    | \$5,000                |
|                      | Valley Ski Club                      | \$3,500                |
|                      | Daysland Minor Ball                  | \$5,000                |
|                      | Friends of the Battle River Rail     | \$1,500                |
|                      | Daysland Aging in Place              | \$1,500                |
|                      | Daysland Community Hall              | \$5,000                |
|                      |                                      | <b>\$25,791</b>        |
|                      |                                      | <b>\$119,615</b>       |



| <b>Agricultural Society</b> | <b>Funding Distribution</b>          | <b>Flagstaff County Grant</b> |
|-----------------------------|--------------------------------------|-------------------------------|
| <b>Forestburg</b>           | Forestburg Curling Club              | \$19,000                      |
|                             | Forestburg Public Library            | \$2,000                       |
|                             | Forestburg Arena Association         | \$14,000                      |
|                             | Forestburg Swimming Pool Association | \$14,000                      |
|                             | Forestburg Swim Club                 | \$3,000                       |
|                             | Thunderstars Minor Hockey            | \$6,000                       |
|                             | Forestburg Golf Club                 | \$10,000                      |
|                             | Forestburg School                    | \$14,425                      |
|                             | Forestburg Dance Society             | \$1,500                       |
|                             | Forestburg Community Centre          | \$19,000                      |
|                             | Forestburg Communities in Bloom      | \$2,500                       |
|                             | Forestburg Riding Arena              | \$5,000                       |
|                             | Valley Ski Hill                      | \$5,000                       |
|                             | Figure Skating                       | \$2,000                       |
|                             | Forestburg Learn and Playschool      | \$1,000                       |
|                             | Walter Jahns Singers Society         | \$2,000                       |
|                             | 4-H Rank Riders                      | \$1,750                       |
|                             | Friends of the Battle River Railway  | \$1,000                       |
| <b>Galahad</b>              | Unallocated                          | <b>\$17,638</b>               |
| <b>Hardisty</b>             | Hardisty Curling Club                | \$3,600                       |
|                             | Hardisty Lakeview Golf Course        | \$12,389                      |
|                             | Hardisty Public Library              | \$5,000                       |
|                             | Hardisty Minor Hockey                | \$12,400                      |
|                             | Hardisty Lake Park                   | \$6,773                       |
|                             | Hardisty Arena                       | \$51,651                      |
|                             | Hardisty School                      | \$3,000                       |
| <b>Heisler</b>              | Daysland School                      | \$1,500                       |
|                             | Forestburg School                    | \$1,500                       |
|                             | DaysArts                             | \$1,000                       |
|                             | Heisler Library                      | \$1,500                       |
|                             | Valley Ski Hill                      | \$2,500                       |
|                             | Heisler Community Centre             | \$2,000                       |
|                             | Forestburg Pool                      | \$1,000                       |
|                             | Killam Pool                          | \$1,000                       |
|                             | Daysland Arena                       | \$2,000                       |
|                             | Forestburg Arena                     | \$2,000                       |
|                             | Friends of the Battle River Rail     | \$2,000                       |
|                             | Heisler Rec Centre                   | \$4,081                       |
|                             | Thunderstars Minor Hockey            | \$300                         |
| <b>Killam</b>               | Rec. Board                           |                               |
|                             | Pool                                 | \$47,000                      |
|                             | Arena                                | \$38,305                      |
|                             | Other                                | \$53,200                      |
|                             | Rodeo Expenses                       | \$5,400                       |
|                             | Killam Braves                        | \$1,000                       |
|                             | Killam Tiny Tots                     | \$500                         |
|                             |                                      | <b>\$145,405</b>              |



| Agricultural Society | Funding Distribution                 |          | Flagstaff County Grant       |
|----------------------|--------------------------------------|----------|------------------------------|
| Lougheed             | Trout Pond Society                   | \$7,000  | \$40,464                     |
|                      | Unallocated                          | \$33,464 |                              |
| Sedgewick            | Battle River Minor Hockey            | \$30,000 | \$127,026<br>(+\$5000 +\$87) |
|                      | Sedgewick Curling Club               | \$5,000  |                              |
|                      | Central High Sedgewick Public School | \$2,500  |                              |
|                      | Sedgewick Minor Ball                 | \$6,000  |                              |
|                      | Flagstaff Fusion Lacrosse            | \$6,000  |                              |
|                      | Killam Rec Board (Aquatic Centre)    | \$5,000  |                              |
|                      | Valley Ski Club                      | \$5,000  |                              |
|                      | Sedgewick ECS                        | \$5,000  |                              |
|                      | Sedgewick Lake Park                  | \$5,000  |                              |
|                      | Sedgewick Bowling                    | \$1,695  |                              |
|                      | Flagstaff Scottish Club              | \$2,000  |                              |
|                      | Sedgewick Golf Course                | \$10,000 |                              |
|                      | Sedgewick Community Hall             | \$6,418  |                              |
|                      | Sedgewick Arena                      |          |                              |
|                      | Operating                            | \$27,500 |                              |
|                      | Capital                              | \$15,000 |                              |
| Strome               | Strome Willing Workers               | \$15,342 | \$33,794                     |
|                      | Strome Ag Society                    | \$252    |                              |
|                      | Strome Senior Citizens Club          | \$4,000  |                              |
|                      | Strome Curling Club                  | \$5,000  |                              |
|                      | Daysland Memorial Arena              | \$4,000  |                              |
|                      | Killam Cyclones                      | \$1,000  |                              |
|                      | Killam Rec Board (Aquatic Centre)    | \$1,000  |                              |
|                      | Daysland Library                     | \$1,000  |                              |
|                      | Daysland School                      | \$2,200  |                              |
| Total                |                                      |          | \$750,000                    |

# REGIONAL EMERGENCY SERVICES

Ten urban fire departments provide fire services to rural areas and two hamlets through fire service agreements.

The fire departments provide service to a defined geographic area.





The fire departments provide different levels of service that may, but do not necessarily, 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 assists the 10 fire departments with fire prevention activities, fire department training, equipment procurement, coordination, fire suppression and fire investigation.

To become a valuable part of the firefighting team and receive extensive training, contact the Regional Emergency Services Coordinator at the Flagstaff County office at 780-384-4100.

## *The fire departments responded to the following in 2018*

|            |  |  |  |  |       |
|------------|---|---|--|---|-------|
|            | Vehicle Collisions  | Fire Calls  | False Alarms   | Medical Assists   | Total |
| Alliance   | 1   | 4   | 0  | 2   | 7     |
| Daysland   | 2   | 4   | 1  | 3   | 10    |
| Forestburg | 1   | 0   | 4  | 1   | 6     |
| Galahad    | 0   | 3   | 0  | 1   | 4     |
| Hardisty   | 6   | 9   | 1  | 0   | 16    |
| Heisler    | 0   | 1   | 0  | 0   | 1     |
| Killam     | 5   | 6   | 2  | 0   | 13    |
| Lougheed   | 1   | 0   | 0  | 0   | 1     |
| Sedgewick  | 1   | 5   | 2  | 1   | 9     |
| Strome     | 0   | 2   | 2  | 0   | 4     |
| Total      | 17  | 34  | 12   | 8   | 71    |



## *Water Tanker*

Three water tankers owned by Flagstaff County, are housed at the Killam Fire Hall, Hardisty Fire Hall and the Galahad Fire Hall. These water tankers are operated by the volunteers of the Killam, Hardisty and Galahad Fire Departments.

## *Rescue Services*

A rescue truck is housed in the Killam Fire Hall and is operated by the volunteers of the Killam Fire Department. In 2018, the rescue truck responded to 19 calls.

## *Emergency Management*

A Municipal Emergency Plan (MEP) was developed and is kept up to date to help ensure the safety of all residents within Flagstaff County should a disaster occur within the region. Both emergency responders and elected officials receive training to understand their roles should the MEP be activated. The MEP is updated regularly with the surrounding municipalities to assist in a coordinated approach with municipal resources in the event of a disaster.







County Office: 780-384-4100

Toll Free: 1-877-387-4100 | Fax: 780-384-3635 | [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

Box 358 | 12435 Twp Rd 442 | Sedgewick, AB T0B 4C0

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## **ADMINISTRATION**

CHIEF ADMINISTRATIVE OFFICER | Shelly Armstrong | 780-384-4101

ASSISTANT CHIEF ADMINISTRATIVE OFFICER | Brent Hoyland | 780-384-4104