

NOVEMBER 26  
2018

**AGENDA OF A MEETING OF THE AGRICULTURAL SERVICE BOARD OF THE  
MUNICIPAL DISTRICT OF FAIRVIEW NO. 136, TO BE HELD IN THE COUNCIL  
CHAMBERS, MUNICIPAL DISTRICT OF FAIRVIEW NO. 136, FAIRVIEW,  
ALBERTA AT 9:00 A.M. ON Monday, November 26, 2018.**

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1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
  - \* A. ASB Meeting Minutes, June 28, 2018
4. FINANCE
  - \* A. Financial Statement – November 30, 2018
  - \* B. 2019 ASB Draft Budget
5. STAFF REPORTS
  - \* A. Ag. Fieldman Reports, **(VERBAL)**-Agronomy Update DMI Jan 10, Provincial ASB Conference January 21-23, 2019 at Hyatt Regency, PCBFA AGM Feb 22, 2019 at DMI.
  - \* B.
  - \* C.
6. MEMBERS/COUNCILLORS - CONCERNS/REPORTS
  - \* A.
  - \* B.
  - \* C.
7. DELEGATIONS
  - \* ~~A. PCBFA, 10:00 a.m.~~
  - \* B.
8. OLD BUSINESS
  - \* A. Herbicide/Mowing Program Boundary Change, RGE RD 32
  - \* B. Tree Seedling Program
  - \* C.
  - \* D.
9. NEW BUSINESS
  - \* A. Mower Tenders
  - \* B. 100 Year Family Plaques
  - \* C. Wetland Policy and Scraper.
  - \* D. Neonicotinoid Product Phase-out
  - \* E.
  - \* F.
10. INFORMATION ITEMS
  - \* A. VSI and BSE
  - \* B. Seed Royalty Meetings
  - \* C. Alberta Farm Fresh Sponsorship
  - \* D. Antibiotic Rule Changes in Livestock
  - \* E. Research Funding Agency Closes Down
  - \* F. ASB Program Review
  - \* G.
11. ROUND TABLE
12. NEXT ASB MEETING
13. ADJOURNMENT

NOV 26, 2018

**MINUTES OF A MEETING OF THE AGRICULTURAL SERVICE BOARD OF THE MUNICIPAL DISTRICT OF FAIRVIEW NO. 136, HELD IN COUNCIL CHAMBERS, THE MUNICIPAL DISTRICT OF FAIRVIEW MUNICIPAL OFFICE, FAIRVIEW ALBERTA ON MONDAY, NOVEMBER 26, 2018 COMMENCING AT 9:00 A.M.**

PRESENT AT THE MEETING:

**MEMBERS PRESENT:**

Barry Dewitz ASB Member  
Phil Kolodychuk Councillor – Chairman  
Kent Moskalyk ASB Member

**REGRETS**

Bev Wieben, Councillor  
Kelsie Kramer, ASB Member

**OTHERS IN ATTENDANCE**

Fred Sawchuk Agricultural Fieldman  
Kirsten Portsmouth – Recorder  
Sandra Fox CAO

**CALL TO ORDER**

Chairman Kolodychuk called the meeting to order at 9:06 a.m.

**AGENDA**

Member Dewitz

**Moved that the Agricultural Service Board (ASB) adopt the agenda for the November 26, 2018, ASB Meeting with the following addition and deletion.**

**CARRIED.**

Addition- 4B. 2019 ASB draft Budget  
Deletion Item- 7A. PCBFA

**MINUTES - JUNE 28, 2018**

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) approve the June 28, 2018 ASB Meeting Minutes as presented.**

**CARRIED.**

**FINANCE**

**FINANCIAL STATEMENT**

Members reviewed the Financial Statement to October 31, 2018.

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) accept the Financial Statement to October 31, 2018 as presented.**

**CARRIED.**

**2019 ASB DRAFT BUDGET**

2019 ASB Draft Budget was presented and discussed.

Member Dewitz

**Moved that the Agricultural Service Board (ASB) accept the draft budget as information.**

**STAFF REPORTS**

**AG. FIELDMAN REPORT**

The Agricultural Fieldman, Fred Sawchuk's reports were provided to the Agricultural Service Board (ASB) for review.

- Ag. Fieldman, Fred Sawchuk presented information on the changes on Per diem's and mileage effective Jan 1 2019.

- Information was presented on the Agronomy Update DMI, Provincial ASB Conference, PCBFA AGM

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) receive the Agricultural Fieldman's reports as presented.**

**CARRIED.**

**MEMBER/  
COUNCILLORS  
CONCERNS/  
REPORTS**

Members presented verbal reports to the board.

-No concerns were brought forward.

**DELEGATIONS**

Delegation- PCBFA was unable to attend.

Agricultural Service Board (ASB) reviewed and discussed the Peace Country Beed and Forage Association Research Farm Lease Agreement.

ASB discussed making the following changes and additions to the agreement:

-PCBFA **may** sublet by written agreement with Grande Prairie Regional College.

-Schedule "D" needs further investigation and verified.

-Include that PCBFA must provide proof of tenant insurance and liability insurance no less than two million dollars.

-PCBFA shall comply with all federal and provincial regulations as required.

-Deletion of-cultivation of land at end of termination or lease.

-Any permanent upgrades will become property of the Municipal District of Fairview No.136 at time of termination.

Member Dewitz

**Moved that the Agricultural Service Board (ASB) receive the draft lease agreement between PCBFA and M.D. of Fairview as information.**

**CARRIED.**

Broke for lunch at 12:03pm.  
Resumed at 1:15pm

**OLD BUSINESS**

**HERBICIDE/MOWING PROGRAM**

Ag. Fieldman, Fred Sawchuk presented a boundary change-Range Road 32.

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) accept the presented boundary change.**

**CARRIED.**

**TREE SEEDLING PROGRAM**

Ag. Fieldman, Fred Sawchuk presented information on the Tree Seedling Program.

-Discussion on Seedling Program.

Member Dewitz

**Moved that the Agricultural Service Board (ASB) initiate the tree seedling program.**  
**CARRIED.**

**NEW BUSINESS**

**MOWER TENDERS**

The board was presented information on tenders for a new mower in 2019.

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) accept the Prairie Coast Tender for the Purchase and trade-in of Degelman REV 1500 Mower in 2019 in the amount of \$17,770.00**

**CARRIED.**

**100 YEAR FAMILY PLAQUES**

The board was presented information on prices for 100 year family plaques.

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) provide one plaque 13x36 to awarded 100-year farm families effective Jan 1, 2019.**

**CARRIED.**

**WETLAND POLICY AND SCRAPER**

Ag. Fieldman, Fred Sawchuk presented information on the Wetland policy and rental of the ASB *Leon Scraper Model 1350* to land owners.

Member Moskalyk

**Moved that the Agricultural Service Board (ASB) recommend to MD Council that the Leon Scraper Model 1350 be removed from the ASB rental fleet.**

**CARRIED.**

**NEONICOTINOID  
PRODUCT  
PHASE-OUT**

Verbal Discussion

Member Dewitz

**Moved that the Agricultural Service Board (ASB) send a letter to PMRA opposing the Phase-out of neonicotinoid product.**

**CARRIED.**

**INFORMATION  
ITEMS**

The following items were presented for review

- 10A. VSI and BSE
- 10B. Seed Royalty Meetings
- 10C. Alberta Farm Fresh Sponsorship
- 10D. Antibiotic Rule Changes in Livestock
- 10E. Research Funding Agency Closes Down
- 10F. ASB Program Review

Member Dewitz

**Moved that the Agricultural Service Board (ASB) accept the information items as presented.**

**CARRIED.**

**ROUND  
TABLE**

**NEXT  
ASB  
MEETING**

The next Agricultural Service Board (ASB) meeting will be held on December 19, 2018.

**ADJOURNMENT**

Member Moskalyk

**Moved that the November 26, 2018 Agricultural Service Board (ASB) Meeting be adjourned at 2:37p.m.**

**CARRIED.**



CHAIRMAN



AGRICULTURAL FIELDMAN

4)a

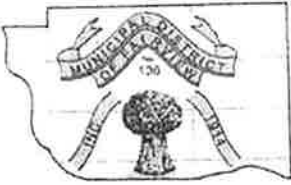
ASB



MD of Fairview  
For the Eleven Months Ending Friday, November 30, 2018  
Financial Statement

	<u>Prior year</u>	<u>Year to date</u>	<u>2018 Budget YTD</u>	<u>Variance</u>
<b>REVENUES</b>				
Sales of Goods or Services	5,376.25	5,376.25	5,376.00	(0.25)
Conditional Grants	168,359.00	168,359.00	168,360.00	1.00
Other Revenue	13,715.00	2,965.00	4,750.00	1,785.00
<b>Total Revenues</b>	<u>187,450.25</u>	<u>176,700.25</u>	<u>178,486.00</u>	<u>1,785.75</u>
<b>EXPENSES</b>				
Salaries & Benefits	161,673.22	152,266.83	234,620.00	82,353.17
Training	580.00	875.72	1,800.00	924.28
Meetings & Subsistence	25,070.35	16,383.97	34,865.00	18,481.03
General & Administrative	63,430.34	46,451.29	63,550.00	17,098.71
Services	51,288.03	43,909.77	56,400.00	12,490.23
Insurance	5,124.68	4,540.98	5,600.00	1,059.02
Office Supplies	8,483.46	6,347.46	8,500.00	2,152.54
Supplies	22,749.07	39,317.65	34,750.00	(4,567.65)
Transfers			53,250.00	53,250.00
Grants	49,900.00	67,710.00	71,610.00	3,900.00
<b>Total Expenditures</b>	<u>388,299.15</u>	<u>377,803.67</u>	<u>564,945.00</u>	<u>187,141.33</u>
<b>Net Surplus (Deficit)</b>	<u>(200,848.90)</u>	<u>(201,103.42)</u>	<u>(386,459.00)</u>	<u>(185,355.58)</u>

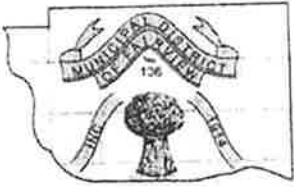
MD of Fairview  
 For the Eleven Months Ending Friday, November 30, 2018  
 Financial Statement



	<u>Prior year</u>	<u>Year to date</u>	<u>2018 Budget YTD</u>	<u>Variance</u>
<b>REVENUES</b>				
Sales of Goods or Services:				
1-62-410-00 SALE OF GOODS AND SERVICES	5,376.25	5,376.25	5,376.00	(0.25)
<b>Total Sales of Goods or Services</b>	<u>5,376.25</u>	<u>5,376.25</u>	<u>5,376.00</u>	<u>(0.25)</u>
Conditional Grants:				
1-62-840-00 COND. GRANT - PROV. - ASB	168,359.00	168,359.00	168,360.00	1.00
<b>Total Conditional Grants</b>	<u>168,359.00</u>	<u>168,359.00</u>	<u>168,360.00</u>	<u>1.00</u>
Other Revenue:				
1-62-560-00 EQUIPMENT RENTAL AND LEASE REVENUE	4,790.00	2,965.00	4,750.00	1,785.00
1-62-900-00 OTHER REVENUES	8,925.00			
<b>Total Other Revenue</b>	<u>13,715.00</u>	<u>2,965.00</u>	<u>4,750.00</u>	<u>1,785.00</u>
<b>Total Revenues</b>	<u>187,450.25</u>	<u>176,700.25</u>	<u>178,486.00</u>	<u>1,785.75</u>

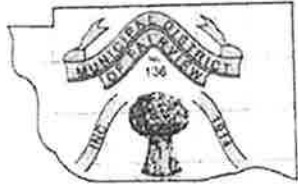
<b>EXPENSES</b>				
Salaries & Benefits:				
2-62-111-17 AG. FIELDMAN SALARY	62,896.02	61,237.68	69,986.00	8,748.32
2-62-111-33 SALARIES - WEED INSPECTORS (WI)	42,218.18	35,836.76	38,146.00	2,309.24
2-62-111-35 SALARY -BRUSHER/MOWER OP	32,804.45	32,378.95	72,832.00	40,453.05
2-62-130-17 CPP/EI - AF	3,553.35	3,612.46	3,800.00	187.54
2-62-130-33 CPP/UIC - WI	2,903.89	2,447.93	2,800.00	352.07
2-62-130-35 CPP/UIC - MO	763.52	2,268.62	4,980.00	2,711.38
2-62-132-17 BENEFITS - AF	5,766.64	5,616.78	6,410.00	793.22
2-62-134-17 LAPP - AF	7,706.82	6,911.10	8,100.00	1,188.90
2-62-135-17 WCB-AF	887.67	880.44	1,270.00	389.56
2-62-135-20 WCB - SOIL CONSERVATION PRGM	88.38	168.78	130.00	(38.78)
2-62-135-33 WCB - WEED INSPECTORSI	373.96	316.03	540.00	223.97
2-62-135-34 WCB - TOWN WEED INSPECTOR	30.81	85.44	48.00	(37.44)
2-62-135-35 WCB-BRUSHER/MOWER OP	552.72	467.13	800.00	332.87
2-62-135-49 WCB-BLACK LEG INSPECTOR	39.07	38.73	60.00	21.27
2-62-136-33 GROUP RRSP - WI	431.67		500.00	500.00
2-62-136-35 GROUP RRSP-BRUSHER/MOWER OP	656.07		780.00	780.00
2-62-111-20 SALARY - SOIL CONSERVATION PRGM			5,000.00	5,000.00
2-62-111-34 SALARY - TOWN WEED INSPECTOR			4,600.00	4,600.00
2-62-111-49 SALARY - BLACKLEG INPSECTOR			6,000.00	6,000.00
2-62-130-20 CPP/EI - SOIL CONSERVATION PRGM			380.00	380.00
2-62-130-34 CPP/UIC EMPLOYER SHARE			335.00	335.00
2-62-130-49 CPP/UIC - BLACKLEG INPSECTOR			440.00	440.00
2-62-132-35 AMSC BENEFITS - BRUSHER OPERATOR			2,900.00	2,900.00
2-62-134-35 EMPLOYER'S SHARE LAPP - BRUSHER OPERATOR			3,783.00	3,783.00
<b>Total Salaries &amp; Benefits</b>	<u>161,673.22</u>	<u>152,266.83</u>	<u>234,620.00</u>	<u>82,353.17</u>
Training:				
2-62-141-17 STAFF TRAINING - AF	480.00	775.00	1,200.00	425.00
2-62-141-33 STAFF TRAINING - WI WORKSHOP	100.00	100.72	400.00	299.28

MD of Fairview  
 For the Eleven Months Ending Friday, November 30, 2018  
 Financial Statement



	<u>Prior year</u>	<u>Year to date</u>	<u>2018 Budget YTD</u>	<u>Variance</u>
2-62-141-49 STAFF TRAINING			200.00	200.00
<b>Total Training</b>	<b>580.00</b>	<b>875.72</b>	<b>1,800.00</b>	<b>924.28</b>
<b>Meetings &amp; Subsistence:</b>				
2-62-151-16 BOARD MEMBERS - PER DIEMS	8,000.00	5,119.05	12,000.00	6,880.95
2-62-211-16 LODGING & MILEAGE - ASB	4,228.03	2,683.90	7,000.00	4,316.10
2-62-211-17 LODGING & MILEAGE - AF	4,872.95	3,439.71	5,400.00	1,960.29
2-62-213-16 MEAL ALLOWANCE - ASB	686.22	276.28	1,400.00	1,123.72
2-62-213-17 MEAL ALLOWANCE - AF	1,099.71	596.51	1,500.00	903.49
2-62-214-16 CONFERENCE FEES - ASB	3,761.21	2,936.14	3,800.00	863.86
2-62-214-17 CONFERENCE FEES - AF	2,422.23	1,332.38	2,800.00	1,467.62
2-62-211-34 MILEAGE			365.00	365.00
2-62-211-49 MILEAGE - PEST INPECTIONS			600.00	600.00
<b>Total Meetings &amp; Subsistence</b>	<b>25,070.35</b>	<b>16,383.97</b>	<b>34,865.00</b>	<b>18,481.03</b>
<b>General &amp; Administrative:</b>				
2-62-215-16 FREIGHT- ASB	484.66	129.42	750.00	620.58
2-62-217-16 TELEPHONE - ASB	1,011.32	1,005.75	2,800.00	1,794.25
2-62-219-33 GPS Equipment & Fees	2,400.00	2,400.00	3,600.00	1,200.00
2-62-221-16 ADVERTISING - ASB	1,387.88	1,384.68	1,900.00	515.32
2-62-221-40 ADVERTISING - AB AG		100.00	200.00	100.00
2-62-223-33 PUBLICATIONS - WEED BROCHURES	533.50	74.00	400.00	326.00
2-62-531-35 HERBICIDES	54,594.69	38,302.35	45,000.00	6,697.65
2-62-540-35 UTILITIES - BRUSHING/MOWING		160.71	350.00	189.29
2-62-540-40 UTILITIES - RESEARCH FARM	2,978.16	2,894.38	5,000.00	2,105.62
2-62-216-16 POSTAGE/FREIGHT - ASB	40.13		800.00	800.00
2-62-216-49 POSTAGE - PEST CONTROL NEWSLETTER			150.00	150.00
2-62-217-20 TELEPHONE - SOIL CONSERVATION PRGM			100.00	100.00
2-62-540-16 UTILITIES - ASB			2,500.00	2,500.00
<b>Total General &amp; Administrative</b>	<b>63,430.34</b>	<b>46,451.29</b>	<b>63,550.00</b>	<b>17,098.71</b>
<b>Services:</b>				
2-62-251-16 REPAIRS & MTNCE - Unit #300 only	142.34	28.00	1,200.00	1,172.00
2-62-251-33 REPAIRS & MTNCE - WEED INSPECTOR VEHICLES	533.46	433.00	1,700.00	1,267.00
2-62-251-35 Repairs - Heavy Equipment	5,088.19	7,484.16	6,000.00	(1,484.16)
2-62-252-35 BLDG MAINT - CHEM SHED		1,243.86	1,000.00	(243.86)
2-62-253-41 REPAIRS - RENTAL EQUIPMENT	715.44	370.75	1,500.00	1,129.25
2-62-256-35 ROADSIDE SPRAYING CONTRACTING	38,014.90	34,350.00	33,500.00	(850.00)
2-62-256-49 CONTRACTED - PEST CONTROL	6,793.70		7,500.00	7,500.00
2-62-251-20 REPAIRS - SOIL CONSERVATION			3,000.00	3,000.00
2-62-256-40 CONTRACTED SERVICES - AG FARM			1,000.00	1,000.00
<b>Total Services</b>	<b>51,288.03</b>	<b>43,909.77</b>	<b>56,400.00</b>	<b>12,490.23</b>
<b>Insurance:</b>				
2-62-274-16 INSURANCE - ASB	5,124.68	4,540.98	5,600.00	1,059.02
<b>Total Insurance</b>	<b>5,124.68</b>	<b>4,540.98</b>	<b>5,600.00</b>	<b>1,059.02</b>
<b>Office Supplies:</b>				
2-62-510-16 OFFICE SUPPLIES & SMALL FURNISHINGS- ASB	196.64	142.46	1,500.00	1,357.54





MD of Fairview  
For the Eleven Months Ending Friday, November 30, 2018  
Financial Statement

ASB

	Prior year	Year to date	2018 Budget YTD	Variance
2-62-518-16 PUBLIC RELATIONS - Farm Family Awards	37.70	4,775.00	3,500.00	(1,275.00)
2-62-518-40 PUBLIC RELATIONS - FIELD DAY / MTGS	7,649.12	605.00	1,500.00	895.00
2-62-519-40 BSE/SCRAPPIE TESTING	600.00	825.00	2,000.00	1,175.00
<b>Total Office Supplies</b>	<b>8,483.46</b>	<b>6,347.46</b>	<b>8,500.00</b>	<b>2,152.54</b>
<b>Supplies:</b>				
2-62-520-33 Small Tools & Supplies -WEED INSPECTION	614.26	760.91	600.00	(160.91)
2-62-520-35 SUPPLIES- TOOLS GRASS SEED/FERTILIZER	42.99	111.40	1,000.00	888.60
2-62-520-41 SMALL TOOLS/SUPPLIES - RENTAL EQUIPMENT	719.28	3,663.95	2,400.00	(1,263.95)
2-62-521-16 FUEL - AF Vehicle UNIT #300 only	2,192.83	2,686.49	3,500.00	813.51
2-62-521-33 FUEL-Weed Inspector Vehicles	2,652.41	2,870.67	2,900.00	29.33
2-62-521-35 FUEL & OIL - Brushing/Mowing	16,458.81	29,224.23	20,000.00	(9,224.23)
2-62-520-49 SUPPLIES - AG PEST PROGRAMS	68.49		250.00	250.00
2-62-520-20 SMALL TOOLS/SUPPLIES- SOIL CONSV PRGM			300.00	300.00
2-62-520-40 SUPPLIES/REPAIRS - AG FARM			500.00	500.00
2-62-521-20 FUEL - SOIL CONSERVATION			3,300.00	3,300.00
<b>Total Supplies</b>	<b>22,749.07</b>	<b>39,317.65</b>	<b>34,750.00</b>	<b>(4,567.65)</b>
<b>Transfers:</b>				
2-62-764-17 TRANSFER TO RESERVE			8,250.00	8,250.00
2-62-764-33 TRANSFER TO RESERVE			7,000.00	7,000.00
2-62-764-35 TRANSFER TO RESERVES			33,000.00	33,000.00
2-62-764-41 TRANSFER TO RESERVES			5,000.00	5,000.00
<b>Total Transfers</b>			<b>53,250.00</b>	<b>53,250.00</b>
<b>Grants:</b>				
2-62-770-40 GRANT - TO ORGANIZATIONS	31,000.00	43,110.00	37,610.00	(5,500.00)
2-62-770-41 V.S.I. GRANT	18,900.00	24,600.00	34,000.00	9,400.00
<b>Total Grants</b>	<b>49,900.00</b>	<b>67,710.00</b>	<b>71,610.00</b>	<b>3,900.00</b>
<b>Total Expenditures</b>	<b>388,299.15</b>	<b>377,803.67</b>	<b>564,945.00</b>	<b>187,141.33</b>
<b>Net Surplus (Deficit)</b>	<b>(200,848.90)</b>	<b>(201,103.42)</b>	<b>(386,459.00)</b>	<b>(185,355.58)</b>