

LAC LA BICHE COUNTY

REGULAR COUNCIL MEETING

DATE: May 26, 2015
TIME: 10:00 a.m.
PLACE: Council Chambers
County Centre

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 May 12, 2015 Regular Council Meeting.
4. UNFINISHED BUSINESS
5. URGENT MATTERS
6. PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS
 - 6.1 10:15 a.m. Delegation – Ms. Donna Gladu – Elinor Lake Property;
 - 6.2 10:45 a.m. Public Hearing – Rezoning Bylaw 15-015; Lot 2, Plan 8021193; from Agricultural District (AG) to Highway Commercial District (HWC);
 - 6.3 12:15 p.m. Public Input Session.
7. DISPOSITION OF DELEGATION BUSINESS
 - 7.1 Delegation – Ms. Donna Gladu – Elinor Lake Property;
 - 7.2 Public Input Session.
8. IN CAMERA SESSION
 - 8.1 RFD – Awarding Plamondon RV Disposal Site and 101 Ave. Extension (s. 25 FOIP);
 - 8.2 RFD – Lease/Proposed Purchase of Road Allowance (s. 25 FOIP);
 - 8.3 RFD – Renew Assessment Services Contracts (s. 16 FOIP);

8.4 Personnel Matters (s. 17 FOIP) (addition to agenda);

8.5 Calnash Update (s. 25 FOIP) (addition to agenda).

9. NEW BUSINESS

9.1 RFD – Rezoning Bylaw 15-015; Lot 2, Plan 8021193; Roll Number 6714013009; from Agricultural District (AG) to Highway Commercial District (HWC) – 2nd and 3rd Reading;

9.2 RFD – Request for First Extension to the Subdivision Approval for File 2014-S-005; NE-2-66-15-W4M; Roll Number 6615021001;

9.3 RFD – Community Garden Policy and Procedure Approval;

9.4 RFD – Control of Clubroot Disease Policy and Procedure Approval;

9.5 RFD – Lac La Biche County Libraries Change in Grant Amount;

9.6 Discussion – Ward 3 Check Up Meeting (Councillor Olson Request);

9.7 RFD – Summer Recess.

10. ADJOURNMENT

ADOPTED

**LAC LA BICHE COUNTY
REGULAR COUNCIL MEETING
COUNTY CENTRE, LAC LA BICHE**

MAY 26, 2015 – 10:00 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held on May 26, 2015 at 10:00 a.m.

CALL TO ORDER Deputy Mayor Nowak called the meeting to order at 10:08 a.m.

PRESENT	Omer Moghrabi	Mayor (entered at 10:24 a.m.)
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	John Nowak	Councillor / Deputy Mayor

STAFF IN ATTENDANCE	Shadia Amblie	Interim Chief Administrative Officer/ Manager, Communications
	Melanie McConnell	Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services
	Brian McCosh	Planning & Development Consultant (in part)
	Jeff Lawrence	Senior Manager, Recreation & Community Enhancement (in part)
	Dan Small	Senior Manager, Finance & Community Services (in part)
	Julie MacIsaac	Communications Coordinator (in part)
	Joanne Onciul	Legislative Services Coordinator

REGRETS	Hajar (Jerry) Haymour	Councillor
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ADOPTION OF AGENDA

15.373 Motion by Councillor Siebold to approve the May 26, 2015 Regular Council Meeting agenda as amended:

- Addition of Item 8.4 Personnel Matters (s. 17 FOIP);
- Addition of Item 8.5 Calnash Update (s. 25 FOIP).

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 May 12, 2015 – Regular Council Meeting.

15.374 Motion by Councillor Phillips to adopt the May 12, 2015 Regular Council Meeting minutes as circulated.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

4.1 There were no unfinished business items to discuss.

URGENT MATTERS

5.1 There were no urgent matters to discuss.

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

6.1 Delegation – Ms. Donna Gladu – Elinor Lake Property;

Donna Gladu representing her mother, Margaret Gladu, was in attendance and introduced herself to Council. Council and Administration were introduced to the delegate.

Melanie McConnell, Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services confirmed with Council and Ms. Gladu that the matter being presented was of a public nature and not an in camera matter.

Ms. Gladu presented a copy of a letter sent to Annette Gladu and Tina Robinson (Desjarlais) dated August 15, 2011 from the Environment department of the Government of Alberta. The letter was in regard to their request for a setback variance from Elinor Lake Landfill to Residential Development.

Ms. Gladu reviewed the history of the lands the Gladus leased from the Province over the last 60+ years located in the Elinor Lake area. Ms. Gladu explained that the County had purchased several Crown leases in the past then sold them to the owners of the homes that were built on the leases. She expressed concerns about why three leased parcels of land did not get transferred, one being her parents' lease.

Mayor Moghrabi entered Council Chambers at 10:24 a.m. Deputy Mayor Nowak continued Chairing the meeting.

Dan Small, Senior Manager, Finance & Community Services, reviewed and confirmed the history on this matter and explained that the biggest factors to why the leased land was not transferred were the proximity to the landfill and that Lac La Biche County does not own the land.

Discussion ensued regarding the history of the Elinor Lake properties.

Ms. Gladu requested the assistance of Lac La Biche County to obtain title to these leased lands as she is of the opinion that her mother, Margaret, should have been sold the title of the land back when the other properties were sold.

Ms. Gladu provided an overview of her presentation and thanked Council for their time.

Deputy Mayor Nowak thanked Ms. Gladu for her presentation.

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

6.2 Public Hearing – Rezoning Bylaw 15-015; Lot 2, Plan 8021193; from Agricultural District (AG) to Highway Commercial District (HWC);

Deputy Mayor Nowak declared the public hearing open at 10:56 a.m.

Deputy Mayor Nowak asked Melanie McConnell, Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services whether or not the public hearing was advertised and notice was provided in accordance with the applicable legislation. Ms. McConnell advised that this was the case.

Sheera Bourassa, Planning & Development Officer, summarized the purpose for the hearing.

Ms. McConnell advised that an email was received from Colleen Skyrpan, on behalf of the land owner and applicant, Lorne Skyrpan, and the same was read into record.

Mayor Moghrabi resumed the Chair at 11:02 a.m.

There was no one in attendance to speak in favour or in opposition of the proposed bylaw.

Mayor Moghrabi thanked the presenters for their comments and declared the public hearing closed at 11:03 a.m.

NEW BUSINESS

9.1 RFD – Rezoning Bylaw 15-015; Lot 2, Plan 8021193; Roll Number 6714013009; from Agricultural District (AG) to Highway Commercial District (HWC) – 2nd and 3rd Reading;

15.375 Motion by Councillor Thompson that Bylaw 15-015 be given second reading this 26th day of May, 2015.

CARRIED UNANIMOUSLY

15.376 Motion by Councillor Siebold that Bylaw 15-015 be given third and final reading this 26th day of May, 2015.

CARRIED UNANIMOUSLY

9.2 RFD – Request for First Extension to the Subdivision Approval for File 2014-S-005; NE-2-66-15-W4M; Roll Number 6615021001;

15.377 Motion by Councillor Richard that County Council grants a one (1) year extension to the Subdivision Approval for File 2014-S-005 until May 7, 2016.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 11:06 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:17 a.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

9.3 RFD – Community Garden Policy and Procedure Approval;

15.378 Motion by Councillor Siebold that Lac La Biche County Council approves the amended Community Garden Policy and Procedure PI-63-001, as attached to and forming part of these minutes.

CARRIED UNANIMOUSLY

9.4 RFD – Control of Clubroot Disease Policy and Procedure Approval;

15.379 Motion by Councillor Thompson that Lac La Biche County Council approves the amended Control of Clubroot Disease Policy and Procedure PI-62-006, as attached to and forming part of these minutes.

CARRIED UNANIMOUSLY

9.5 RFD – Lac La Biche County Libraries Change in Grant Amount;

15.380 Motion by Councillor Olson to approve an increase of \$6,667 in funding for the Lac La Biche County Library board to allow for a 2.57% wage increase for all employees below management level.

CARRIED UNANIMOUSLY

9.6 Discussion – Ward 3 Check Up Meeting (Councillor Olson Request);

Discussion ensued regarding holding Ward Open Houses to provide residents of Lac La Biche County the opportunity to express ideas and concerns about matters affecting the municipality.

15.381 Motion by Councillor Olson that Administration brings forward a draft Policy and budget amendment for the purpose of Ward Open House meetings.

CARRIED UNANIMOUSLY

9.7 RFD – Summer Recess.

15.382 Motion by Councillor Thompson to cancel the Regular Council, Policy and Priorities Committee, and Public Works Committee meetings from August 1 to August 31, 2015 to accommodate a summer recess, with meetings reconvening on September 1, 2015.

CARRIED UNANIMOUSLY

Mayor Moghrabi left Council Chambers at 12:00 p.m. Deputy Mayor Nowak assumed the Chair.

DISPOSITION OF DELEGATION BUSINESS

7.1 Delegation – Ms. Donna Gladu – Elinor Lake Property;

15.383 Motion by Councillor Thompson that Administration brings forward information regarding the affected properties, provincial and municipal restrictions on the properties, and mapping regarding Area Structure Plans and Landfills.

CARRIED UNANIMOUSLY

- 7.1 Delegation – Ms. Donna Gladu – Elinor Lake Property (contined);
- 15.384 Motion by Councillor Thompson that a letter be sent to Ms. Gladu thanking her for her presentation.

CARRIED UNANIMOUSLY

RECESS Deputy Mayor Nowak called a recess at 12:12 p.m.

RECONVENE Deputy Mayor Nowak reconvened the meeting at 12:15 p.m. with all those Members of Council previously listed in attendance.

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

- 6.3 Public Input Session.

There was no one in attendance for the Public Input Session.

DISPOSITION OF DELEGATION BUSINESS

- 7.2 Public Input Session.

There was no one in attendance for the Public Input Session.

RECESS Mayor Moghrabi called a recess at 12:16 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 1:40 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillor Nowak.

IN CAMERA SESSION

- 15.385 Motion by Councillor Austin to go in camera at 1:40 p.m.

CARRIED UNANIMOUSLY

- 8.1 RFD – Awarding Plamondon RV Disposal Site and 101 Ave. Extension (s. 25 FOIP);

Councillor Nowak entered Council Chambers at 1:40 p.m.

Matter deferred to later in the meeting to allow Administration to obtain further information as requested by Council.

8.2 RFD – Lease/Proposed Purchase of Road Allowance (s. 25 FOIP);
Councillor Olson left Council Chambers at 2:27 p.m.

Councillor Olson returned to Council Chambers at 2:29 p.m.

8.3 RFD – Renew Assessment Services Contracts (s. 16 FOIP);

Councillor Nowak left Council Chambers at 2:39 p.m.

Councillor Nowak returned to Council Chambers at 2:39 p.m.

Councillor Richard left Council Chambers at 2:51 p.m.

Councillor Richard returned to Council Chambers at 2:54 p.m.

RETURN TO REGULAR MEETING

15.386 Motion by Mayor Moghrabi to proceed with the meeting out of camera at 2:58 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

8.3 RFD – Renew Assessment Services Contracts (s. 16 FOIP).

15.387 Motion by Mayor Moghrabi that Administration renew the Assessment Services Agreement with Municipal Assessment Services Group Inc., for a three year period ending March 31, 2018, based on a 20% annual re-inspection rate.

IN FAVOUR

**Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Phillips
Councillor Thompson**

OPPOSED

**Councillor Siebold
Councillor Nowak**

CARRIED

8.3 RFD – Renew Assessment Services Contracts (s. 16 FOIP)
(continued).

15.388 Motion by Mayor Moghrabi that Administration renew the Industrial Assessment Services Agreement with Independent Municipal Assessment Corporation Inc., for a three year period ending March 31, 2018, based on a 50% annual re-inspection rate.

IN FAVOUR
Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Phillips
Councillor Siebold
Councillor Thompson

OPPOSED
Councillor Nowak

CARRIED

EXTENSION OF MEETING

15.389 Motion by Councillor Nowak to extend May 26, 2015 Regular Council meeting to the end of the agenda.

CARRIED UNANIMOUSLY

Mayor Moghrabi left Council Chambers at 3:02 p.m. Deputy Mayor Nowak assumed the Chair.

IN CAMERA SESSION

15.390 Motion by Councillor Richard to go in camera at 3:01 p.m.

CARRIED UNANIMOUSLY

8.5 Calnash Update (s. 25 FOIP) (addition to agenda).

8.1 RFD – Awarding Plamondon RV Disposal Site and 101 Ave. Extension (s. 25 FOIP) (continued);

Councillor Olson left Council Chambers at 3:24 p.m.

Councillor Olson returned to Council Chambers at 3:25 p.m.

RECESS Deputy Mayor Nowak called a recess at 3:41 p.m.

RECONVENE Deputy Mayor Nowak reconvened the meeting at 3:50 p.m. with all those Members of Council previously listed in attendance.

RETURN TO REGULAR MEETING

15.391 Motion by Councillor Siebold to proceed with the meeting out of camera at 3:50 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF "IN CAMERA SESSION"

8.1 RFD – Awarding Plamondon RV Disposal Site and 101 Ave. Extension (s. 25 FOIP);

15.392 Motion by Deputy Mayor Nowak that County Council approve the awarding of the construction contract for the 2015 Plamondon RV Disposal Site and 101 Ave. Extension Project for an estimated cost of \$618,219.80 to Innovative Civil Contractors Inc., with the tender value confirmed in the addendum as presented *in camera*.

CARRIED UNANIMOUSLY

8.2 RFD – Lease/Proposed Purchase of Road Allowance (s. 25 FOIP);

15.393 Motion by Councillor Richard that agenda item 8.2 – RFD – Lease/Proposed Purchase of Road Allowance (s. 25 FOIP) be postponed until such time that Administration can provide additional information as discussed *in camera*.

CARRIED UNANIMOUSLY

8.5 Calnash Update (s. 25 FOIP).

No action required.

IN CAMERA SESSION

15.394 Motion by Councillor Thompson to go in camera at 3:54 p.m.

CARRIED UNANIMOUSLY

RECESS Deputy Mayor Nowak called a recess at 3:55 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 3:59 p.m. with all those Members of Council previously listed in attendance.

IN CAMERA SESSION

8.4 Personnel Matters (s. 17 FOIP) (addition to agenda);

RETURN TO REGULAR MEETING

15.395 Motion by Councillor Thompson to proceed with the meeting out of camera at 4:00 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

8.4 Personnel Matters (s. 17 FOIP);

No action required.

ADJOURNMENT

15.396 Motion by Councillor Siebold to adjourn the Regular Council Meeting of May 26, 2015 at 4:01 p.m.

CARRIED UNANIMOUSLY

John Nowak, Deputy Mayor

**Shadia Amblie
Interim Chief Administrative Officer**



LAC LA BICHE COUNTY POLICY

TITLE: COMMUNITY GARDEN	POLICY NO: PI-63-001
RESOLUTION: 15.378	EFFECTIVE DATE: JANUARY 12, 2010
LEAD ROLE: SENIOR MANAGER, FINANCE & COMMUNITY SERVICES	NEXT REVIEW DATE: MAY 26, 2018
SPECIAL NOTES/CROSS REFERENCE: PI-63-001 COMMUNITY GARDEN PROCEDURE	AMENDMENT DATE: MAY 26, 2015

POLICY STATEMENT:

Lac La Biche County recognizes community gardening as a valuable community recreational activity that contributes to the health and well-being, positive social interaction and community development for the betterment of all residents.

For the purposes of this policy, a “community garden” is defined as a plot of land where individuals, families, groups, associations, societies or other organizations from within the community participate in agricultural and horticultural activities that will result in the production of vegetables, edible berries, flowers, as well as ornamental and native plants.

Chief Administrative Officer

Date

Mayor

Date



LAC LA BICHE COUNTY PROCEDURE

TITLE: COMMUNITY GARDEN

PROCEDURE NO: PI-63-001

SPECIAL NOTES/CROSS REFERENCE:
PI-63-001 COMMUNITY GARDEN PROCEDURE

AMENDMENT DATE:

PROCEDURE:

1. For the purposes of this procedure the primary Gardener and the individuals listed on the gardening agreement will be called “Gardeners”.
2. Gardeners who fail to comply with, or are in violation of the policies and procedures as stipulated in the gardening agreement will be subject to one or all of the following consequences:
 - i. Forfeiture of plot and any crops growing there;
 - ii. Referral of the matter to Protective Services.
3. Lac La Biche County will be responsible for:
 - i. The development of a garden site plan and area layout with adequately sized plots that have suitable growing conditions for crop production;
 - ii. The research, development and implementation of:
 - a. the program policy and procedures;
 - b. rules and regulations;
 - c. yearly maintenance and activity schedule;
 - d. fee structures and services;
 - e. recording and reporting documents for assessing future needs;
 - f. partnerships with individuals, groups or organizations that would enhance the program.
4. The community garden plots are allotted to the Gardeners for private use; however, the land remains the sole ownership of Lac La Biche County and subject to municipal by-laws as well as provincial and federal acts and regulations including the prohibited use of alcohol and tobacco. In accordance with public health regulations, animals will not be allowed at the garden.
5. To be eligible for a community garden plot the Gardener must be a resident of Lac La Biche County.
6. Garden plots will be assigned on a first come first serve basis. Initial plot requests are limited to one per individual and will have a limited duration of ownership from the first day of confirmed

assignment to the date confirmation of clean up for that calendar year. A waiting list will be established in the event that:

- i. a plot becomes available as a result of forfeiture of the agreement or enforcement of regulations;
 - ii. available plots remain after initial registration deadline and all plot assignments have been made;
 - iii. a Gardener requests permission to share-crop due to hardship or personal circumstances.
7. Registration will begin on April 1st of each year and gardeners will be given notice of deadline at least two weeks prior to the date which will be advertised in the local newspaper. All persons gardening or assisting with the care and maintenance of the plot must be listed on and sign the plot agreement and waiver form. Plot assignments will not be made until Gardeners sign the agreement and waiver form.
8. Fee structure will be determined on a yearly basis following assessment of the needs and demands of the Community Garden program.
9. Gardeners do not have the right to choose or reassign their plot. If a Gardener decides to participate in the community garden for consecutive years, they will be given preference of their previous years plot.
10. The Gardeners are responsible for ensuring a crop is planted by June 10 of each year.. If the land remains open the plot is subject to be reassigned. However, in the instance of crop failure the gardener has an opportunity to re-seed.
11. Gardeners are responsible for keeping their plot and the paths surrounding their plot clean and free of weeds. No debris, garbage etc should be left at the site, containers are provided at the community garden site for disposal.
12. Gardeners must be considerate of their neighbors. Gardeners must maintain plants within the plot borders ensuring that sprawling plants are kept in check and tall plants are in areas where they will not block the available sunlight to other plots.
13. Plot corners will be clearly marked by stakes and will be used as permanent boundary markers. Individual fencing of plots is allowed but must be:
 - i. within the plot border;
 - ii. kept under 3 feet tall;
 - iii. removed at the end of the season by the Gardeners.
14. Pesticide use is prohibited unless approved by the Agricultural Fieldman or his/her designate.
15. Lac La Biche County Agricultural Services staff will be inspecting the area on a weekly basis. Garden plots that have excessive overgrowth of weeds and garden plants that are considered out of control will be:
 - i. Given notice to clean up with a 7 day allowance for compliance. If failure to comply;

- ii. Notified of failure to comply and given an additional 24 hours to clean. If failure to comply;
- iii. Plowed under and plot rights forfeited to the County.

- 16. Gardeners must notify the Lac La Biche County staff if they are no longer able to tend the plot or will be absent for long periods of time in order to ensure that the appropriate arrangements have been made in advance to care and maintain the plot.
- 17. Any conflicts arising from the Community Garden shall be managed by the gardeners by attempting to resolve the matter amongst themselves. If unable to resolve the matter, parties will discuss the matter with Agricultural Fieldman and the Senior Manager of Finance and Community Services or his/her designate whose decision is binding.
- 18. The Gardeners shall indemnify and save harmless Lac La Biche County, its employees and agents from any and all claims, demands, actions and costs, including legal costs (on a solicitor/client basis) as well as claims from the Gardeners and third parties for any loss arising out of any gardening agreement, excluding any loss resulting from the negligence of Lac La Biche County its employees or agents.

Chief Administrative Officer

Date



LAC LA BICHE COUNTY POLICY

TITLE: CONTROL OF CLUBROOT DISEASE	POLICY NO: PI-62-006
RESOLUTION: 15.379	EFFECTIVE DATE: FEBRUARY 8, 2011
LEAD ROLE: SENIOR MANAGER, FINANCE & COMMUNITY SERVICES	NEXT REVIEW DATE: MAY 26, 2018
SPECIAL NOTES/CROSS REFERENCE: PI-62-006 CONTROL OF CLUBROOT DISEASE PROCEDURE	AMENDMENT DATE: MAY 26, 2015

POLICY STATEMENT:

Lac La Biche County recognizes that Clubroot is a serious soil-borne disease of canola, mustard and other crops in the cabbage family and supports the principle to control the spread of Clubroot, which is a designated pest under the Agricultural Pest Act of Alberta.

Chief Administrative Officer

Date

Mayor

Date

LAC LA BICHE COUNTY PROCEDURE

TITLE: CONTROL OF CLUBROOT DISEASE

PROCEDURE NO: PI-62-006

SPECIAL NOTES/CROSS REFERENCE:
PI-62-006 CONTROL OF CLUBROOT DISEASE POLICY

AMENDMENT DATE:

PROCEDURE:

1. Inspections will take place in August of each year after a minimum of two weeks of public awareness and advertising has been completed.
2. Random inspections will be conducted on all susceptible crops within Lac La Biche County by the Agricultural Fieldman, or by an inspector appointed by Lac La Biche County Council, under the direction of the Agricultural Pest Act.
3. Designated inspectors will follow procedures that are established by Lac La Biche County on sampling techniques and protocol for entering upon private land. Inspectors entering land when testing for Clubroot will wear disposable boot covers or footwear that can be disinfected using a bleach solution. Boot covers or disinfectant will be changed or applied upon entry of every new field.
4. Positive identification of Clubroot shall be obtained by an approved laboratory test.
5. When land has been verified positive for Clubroot the landowner will be notified as per Schedule "A" Notification to Landowner of Clubroot.
6. Fields that are tested as having a low frequency of Clubroot disease (one positive site out of 10 samples sites in the field), the occupant shall not plant canola or other susceptible crops in the three following years and must plant a Clubroot resistant variety on the fourth year.
7. Fields that have moderate to high incidence of Clubroot disease (2 or more positive sites out of 10 sample sites in field), the occupant shall not plant canola or other susceptible crops for five subsequent years and must plant a Clubroot resistant variety on the sixth year.
8. All landowners and/or occupants of the land will have the responsibility to follow the Clubroot Best Management Plan as set out by Alberta Agriculture and Rural Development to reduce the spread of the disease with the movement of soil and equipment.
9. Any land sown to a host crop after receiving a notification from Lac La Biche County as per Schedule "A" will receive a written notice as per the Agricultural Pest Act and the crop in question will be destroyed.

10. Volunteer canola and cruciferous weeds must be controlled on infested fields before three weeks of growth has occurred to prevent the production on new resting spores.
11. A person who has an interest in the infected land as an owner or occupant and feels personally aggrieved by a notice issued by an inspector under Section 12 of the Agricultural Pest Act may appeal in writing to the local authority of Lac La Biche County within ten days of the Notice.
12. All adjacent landowners and/or occupants to the affected land will be notified in writing that Clubroot is present. Alberta Agriculture and Rural Development, Agriculture Financial Services Corporation (AFSC),—and parties with genuine commercial interest may also be notified of Clubroot infestation on affected lands. Lac La Biche County employees may also be given the location of affected lands. Release of information in these situations is at the discretion of the Chief Administrative Officer and/or designate.
13. Private landowners and industry are responsible for negotiating their own access and sanitation agreements with each other, the municipality will not be involved in private negotiations unless it is an enforcement issue regarding a positive Clubroot location.

Chief Administrative Officer

Date

Schedule “A”

NOTIFICATION TO LANDOWNER OF CLUBROOT

DATED THIS _____ **day of** _____, **20**__.

Name: _____

MAILING ADDRESS: _____

Dear: _____

This letter is to serve as notification that Clubroot, which has been declared a “Pest” under the *Agricultural Pests Act*, has been found on the property:_____.

As a result, Lac La Biche County has issued a notice against this property restricting the growth of canola or any other host crop *as per Agricultural Pest Act, Pest and Nuisance Control Regulation*.

Please be aware that the Clubroot is a very serious crop disease and all landowners within our municipality must be very diligent in their management practices to keep this disease controlled.

I have included a copy of **Lac La Biche Countys Clubroot Policy and Procedure** and a copy of the **Provincial Clubroot Best Management Practices** for your review.

If you have any questions, please do not hesitate to call me at 780-623-1747.

Sincerely,

Agricultural Fieldman

c.c. Renter/Leasee (*if different from the Landowner*)