

AGENDA
COUNTY OF NORTHERN LIGHTS
AGRICULTURAL SERVICE BOARD (ASB)
TUESDAY, OCTOBER 28, 2025, AT 10:30 AM
COUNTY OFFICE BUILDING, MANNING, ALBERTA

<https://us02web.zoom.us/j/81170687554?pwd=MvRvO244EVlJXSUPSI6HGzFq2KkfhV.1>

1. CALL TO ORDER (AG. FIELDMAN)

- a. Nomination and Election of ASB Chair and Vice Chair*

2. ADOPTION OF THE AGENDA (CHAIR)

- a. Tuesday, October 28, 2025, ASB Agenda*

3. ADOPTION OF PREVIOUS MEETING MINUTES

- a. Tuesday, June 10, 2025, ASB Meeting Minutes*

4. NEW BUSINESS

63.01 ASB AG FIELDMAN REPORT

- a. Agricultural Fieldman Report*

63.02 RURAL SERVICES/PROGRAMS/POLICY'S/RESOLUTIONS/GENERAL

- a. Discussion on Bylaw No. 25-63-503*
- b. Regional Agriculture Service Board Conference Attendance*

63.03 NORTH PEACE APPLIED RESEARCH ASSOCIATION

63.04 CORRESPONDENCE FOR INFORMATION

- a. Agricultural Service Board 2025-2029 Grant Agreement*
- b. NPARA March 2025 Board Meeting Minutes*

5. IN-CAMERA

6. ADJOURNMENT

**MINUTES
COUNTY OF NORTHERN LIGHTS
AGRICULTURAL SERVICE BOARD (ASB)
TUESDAY, JUNE 10, 2025 AT 10:15 AM
COUNTY OFFICE BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/82055671263?pwd=lyvw5aFe1zRgmWoLjLp1g6zRQe9sbs.1>

PRESENT:

Gary These	Ward One	Weberville/Stewart
Kayln Schug	Ward Two	Warrensville/Lac Cardinal
Brenda Yasinski	Ward Three	Dixonville/Chinook Valley
Brent Reese	Ward Four	Deadwood/Sunny Valley
Gloria Dechant	Ward Five	North Star/Breaking Point
Terry Ungarian	Ward Six	Hotchkiss/Hawk Hills
Linda Halabisky	Ward Seven	Keg River/Carcajou (virtual)

IN ATTENDANCE:

Gerhard Stickling – Chief Administrative Officer
Charles Schwab – Director of Public Works
Josh Hunter – Director of Finance
Blake Gaugler – Agricultural Fieldman
Deb Pawluski – Public Works Assistant/ Recorder
Dan Archer – Mile Zero Banner Post Reporter

1. CALL TO ORDER

Chair Ungarian called the Tuesday, June 10, 2025 Agricultural Service Board Meeting to order at 10:47 a.m.

2. ADOPTION OF THE AGENDA

a. Tuesday, June 10, 2025, ASB Agenda

020/10/06/25ASB **MOVED BY Councillor Reese to acknowledge receipt of the Tuesday, June 10, 2025, Agricultural Service Board Agenda with the following additions:**
b. Northern Sunrise County Letter and Provincial Update
CARRIED

3. ADOPTION OF PREVIOUS MEETING MINUTES

a. Tuesday, March 11, 2025, ASB Meeting Minutes

021/10/06/25ASB **MOVED BY Councillor These to acknowledge receipt of the Tuesday, March 11, 2025, Agricultural Service Board Meeting Minutes and adopt them as presented.**
CARRIED

4. NEW BUSINESS

63.01 ASB AG FIELDMAN REPORT

a. Agricultural Fieldman Report

022/10/06/25ASB **MOVED BY Councilor Schug to acknowledge receipt of the Agricultural Fieldman Report and accept it for information.**
Carried

b. Northern Sunrise County Letter and Provincial Update

023/10/06/25ASB **MOVED BY Councillor Yasinski to acknowledge the letter from Northern Sunrise County and the Provincial Update as information.**
CARRIED

63.02 RURAL SERVICES/PROGRAMS/POLICY'S/RESOLUTIONS/GENERAL

63.03 NORTH PEACE APPLIED RESEARCH ASSOCIATION

63.04 CORRESPONDENCE FOR INFORMATION

a. Agricultural Service Board 2025-2029 Grant Agreement
b. NPARA March 2025 Board Meeting Minutes

024/10/06/25ASB **MOVED BY Councillor Schug to acknowledge receipt of the correspondence and accept it for information.**
CARRIED

5. IN-CAMERA

6. ADJOURNMENT

Chair Ungarian adjourned the Tuesday, June 10, 2025, Agricultural Service Board Meeting at 11:09 a.m.

Chair, Terry Ungarian

CAO, Gerhard Stickling

Date Signed



COUNTY OF
Northern Lights

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Report No.
AF - 2025- 0166

Agenda Item No.
4-63.01-a)

Subject: Ag Fieldman Report Summer-Fall Report

Agenda Date: October 28th, 2025

Attachments:

Recommendation: Accept report for information.

Background:

- 3 Staff finished up in the last week of August and the last one finished the last week of September.
- Due to the lack of moisture both crews kept on top of work rather easily and effectively. This year we found to prohibited noxious weeds growing on the Keg River Rail Spur, they were effectively controlled in rather short order; still working on getting paid by CN. The two species were spotted knapweed and hoary alyssum they were found by the Provincial weed inspectors in recently dumped scrap pile that CN brought in from somewhere.
- The water pumping equipment went out steady for two weeks at the end of September into October, visited 7 places, we charged the new rental rate starting this fall. The unit worked well, only needed to make a few visits to help prime the unit. Cattle chute was used 4 times this fall, and the scale went out twice free of charge for Dixonville 4-H.
- We billed \$354.38 for damages to the water pump reel for busting the pin off that was repaired in March, white paint job now not white.
- The Ag Fieldman has been working to secure a Special Use Approval (SUA) through the Province. The SUA triggered Indigenous Consultations through ACO and we had to do a level 1 streamlined consultation. Public notice for the application was posted May 7th, in the banner post. We are on track to have the ACO successfully completed and should have the SUA obtained by mid-June. This will allow us to control the Tansy and Chamomile growing along the East banks of the Peace River more successfully. One condition of the SUA will be that if the source of the infestation is not controlled a second SUA will not be granted. We are in discussions with staff at NSC, see letter from NSC. Discussion to date have been frustrating around the proactiveness, planning and staffing aspects.
- SUA was obtained and we successfully sprayed the Tansy on AB vacant crown lands, still placing pressure on NSC through EddMaps and the Vacant Crown Lands office to get NSC to help.
- We have received 1080 back this summer, given out 4 boxes, the new packaging is pre-packaged and only contain 3 pills per package as per the labeling rules from Health Canada, more changes coming 2026 apparently.
- 2024 Grant reporting was submitted; we received our 2025 Grant along with RM funding we recently paid NPARA both portions we agreed too.

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- The Government collected our Fusarium, blackleg and clubroot inspection sheets and samples. Should have results back in 2026.
- All equipment has been washed, repaired and winterized.
- Mowing finished at the end of September as contracted, easy year with the dry weather. Currently inspecting areas for completion, there have been some issues regarding invoicing we are working through.
- Mowing contract is up as of October 20th, 2025, and closes November 28th. Available on our website, social media and Alberta Purchasing Connections. Contract is 2026-2027 full cut, every other year as decided by Council in a previous meeting.
- Shelterbelt 2026 order form should be available, small price increase from both suppliers.
- 2026 budget and capital has been updated for the DOF.
- Currently inspecting ditches for mowing and presence of beaver activity.
- Planning to berm up a section of ditch for 200m to prevent water from leaving the ditch on Hawk Hills East Erosion Control, this spring the water escaped the ditch and caused some erosion to a neighboring field. If there is still some money left in the budget, we will desilt a portion of the Notikewin South Flood Control ditch and rock armor the corner going North to Attack Oilfield.

Communication: Inform the ASB via the Agricultural Fieldman.
 Report Writer: Blake Gaugler



Blake Gaugler
Agricultural Fieldman

**CAO accepted for
 agenda**

BYLAW NO.25-63-503

COUNTY OF NORTHERN LIGHTS, IN THE PROVINCE OF ALBERTA

BEING A BYLAW FOR THE PURPOSE OF ESTABLISHING AN AGRICULTURAL SERVICES BOARD AND ITS OPERATION WITHIN THE COUNTY OF NORTHERN LIGHTS

Whereas, the *Municipal Government Act*, RSA 2000, c. M-26, authorizes Council to pass bylaws relating to the establishment and function of Council Committees and other bodies;

Whereas, the *Agricultural Service Board Act*, RSA 2000, c. A-10, authorizes Council to pass a bylaw to establish an Agricultural Service Board;

Whereas, the County of Northern Lights is fortunate to have an abundance of diverse and vested Councillors with relevant Agricultural experience to administer the duties of the *Agricultural Service Board Act*.

Therefore, the Council of the County of Northern Lights, duly assembled, hereby enacts as follows:

1. **TITLE**

1.1. This Bylaw may be cited as the "Agricultural Service Board Bylaw".

2. **DEFINITIONS**

2.1. **Act** means the *Agricultural Service Board Act*, RSA 2000, c. A-10, as amended from time to time.

2.2. **Board** means the Greenview Agricultural Service Board.

2.3. **Council** means the duly elected municipal Council of the County of Northern Lights

2.4. **County** means the County of Northern Lights.

3. **ESTABLISHMENT**

3.1. The Agricultural Service Board is hereby established.

4. **MEMBERSHIP, QUORUM, TERMS AND REMUNERATION**

4.1. The Board shall consist of seven (7) members that consist of the seven (7) councillors upon being sworn in as so.

4.2. A quorum of the Board shall be a simple majority of members.

- 4.3. Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 4.4. The Agricultural Service Board shall appoint the Chair of the Board by majority vote of the members of the Board, at the first meeting after the annual organizational meeting.
- A) A member may be re-appointed to the position of Chair.
 - B) The Chair shall preside at the meetings of the Board in accordance with the municipal policies and procedures.
- 4.5. A Vice-Chair shall be appointed by majority vote of the members of the Board at the first meeting after the annual organizational meeting.
- A) A member may be re-appointed to the position of Vice-Chair.
 - B) The Vice-Chair shall preside at the meetings of the Board in the absence of the Chair.
 - C) In the absence of the Chair and Vice-Chair, one of the other members of the Board shall be elected by members to preside that meeting.
- 4.6. A person who is a member of the Board ceases to be a member of the Board if, without being authorized by a resolution of the Board, the member is absent from three (3) consecutive regular meetings of the Board.
- 4.7. A vacancy on the Board does not impair the right of the remaining members to act so long as a majority of the members remain.
- 4.8. If a person ceases to be a member of the Board before the expiration of their designated term, including by reason of resignation, ceasing to be a member of Council, or ceasing to be a member of the Board pursuant to section 4.10 of this Bylaw, Council shall appoint another eligible person as a member for the remainder of the term. *
- 4.9. The Board members will be compensated in accordance with the County's policies.

5. DUTIES AND AUTHORITY

- 5.1. The Board shall:
- A) Follow and comply with the Act, as well as the supplemental enabling legislation as named in the *Agricultural Service Board Act*;
 - B) Assist and advise Council on issues referred to the Board by Council, including, but not limited to:
 - i. Bi-Annual Farm Family Award Recipient;
 - ii. Agricultural- related Grant, Sponsorship and Donation Applications;
 - iii. Rental Program replacement, addition (s) or deletion (s); and,
 - iv. Provincial ASB Grant Applications.
 - C) Review, evaluate, develop and prioritize projects at Council's request;
 - D) Submit recommended policies and policy revisions for matters within its mandate to Council for consideration;

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- E) Present a summary of its activities for the preceding year to Council at the first meeting of the calendar year, in a form acceptable to and containing information required by Council;
- F) Act as the municipal appeal board under the Soil Conservation Act and sit on other relevant intermunicipal appeal boards;
- G) Perform such other tasks and duties as directed by Council from time to time;

6. **MEETINGS**

- 6.1. All Board meetings shall be conducted in accordance with the County's relevant policies and procedures.
- 6.2. The preparation and distribution of meeting agendas and minutes will be the responsibility of the Administration staff or designate.
- 6.3. Minutes of the Agricultural Services Board shall be approved by the Board, and recommendations shall be forwarded to the next available Council meeting for action.
- 6.4. Regular meetings will be scheduled as needed, with no less than 3 meetings over the calendar year.
- 6.5. Administration or the Board may cancel a regularly scheduled meeting if needed, provided a minimum of twenty-four (24) hour notice is given to the Board and public.

7. **SUPERSEDES**

- 7.1. This Bylaw supersedes any motion made by the County to establish the formation of an Agricultural Services Board.

8. **COMING INTO FORCE**

- 8.1. This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this ____ day of ____, 2025.

Read a second time this ____ day of ____, 2025.

Read a third time this ____ day of ____, 2025.

Chief Elected Official

Chief Administrative Officer

4.63.02-a)



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Report No.
AF – 2025 - 0165

Agenda Item No.

Subject: Regional Agriculture Service Board Conference

Agenda Date: October 28, 2025

Attachments:

Recommendation: Register for the conference and decide whether we need rooms or not.

Background: The Regional ASB Conference is at the Gordondale Community Hall on November 5, 2025.



Peace Region Agricultural Service Board Conference

Wednesday, November 5th, 2025

Gordondale Hall, Saddle Hills County



Time	Event	Speaker
9:00 a.m.	Registration	
9:30 a.m.	Welcome/Opening Remarks	Dan Bourassa (Saddle Hills County ASB Chair)
9:35 a.m.	ASB Program Updates	Kerrienne Koehler-Munro (Manager, Agricultural Service Boards, AGI)
10:15 a.m.	Coffee Break	
10:30 a.m.	Forage Seed Production in the Peace Region	Talon Gauthier (General Manager, Peace Region Forage Seed Association)
11:10 a.m.	Stock Talks- Bring Livestock and Local Voices Together	Melody Garner-Skiba (Executive Director, Intensive Livestock Working Group)
11:40 a.m.	Overview on Saddle Hills County	Dan Bourassa (Saddle Hills County ASB Chair)
12:00 p.m.	Lunch	
1:00 p.m.	Pest Pressures – An Update on six-legged and million-seed issues	Jennifer Otani (Pest Research Scientist, AAFC/AAC)
1:45 p.m.	ASB Provincial Committee Regional Rep Update	Bob Chrenek, Regional ASB Representative
2:00 p.m.	ASB Provincial Committee Member Election	Kerrienne Koehler-Munro (Manager, Agricultural Service Boards, AGI)
2:15 p.m.	Resolution Sessions	Bob Chrenek, Regional ASB Representative
4:15 p.m.	Closing Remarks	

4.63.02-b)

Cutoff date for resolution has passed and event registration deadline was October 27th. We pre-registered 4 tickets at \$81.21. It is about a 2.5-hour drive, will we need rooms?

Communication: Inform the ASB via the Agricultural Fieldman.

Report Writer: Blake Gaugler



Blake Gaugler

Agricultural Fieldman

CAO accepted for agenda