



Sturgeon County
Meeting Agenda - Final
Committee of the Whole

9613-100 Street
Morinville, Alberta
T8R 1L9

Tuesday, February 14, 2017

2:00 PM

Council Chambers

A. CALL TO ORDER

B. APPOINTMENTS

- B.1** Vegetation Management Standards Policy Review (20 minutes)

Attachments:

[Briefing Note](#)
[Vegetation Management Standards Policy 2016 Presentation](#)

Angela Veenstra, Manager, Agricultural Services

- B.2** Protective Services Report for 2016 Service Levels (30 minutes)

Attachments:

[Briefing Note](#)
[Presentation](#)

Pat Mahoney, Fire Chief/Manager, Protective Services

C. ADJOURNMENT



Sturgeon County

9613-100 Street
Morinville, Alberta
T8R 1L9

Legislation Text

File #: INF-015-17, **Version:** 1

Vegetation Management Standards Policy Review (20 minutes)

Briefing Note

Title	Vegetation Management Standards Policy Review
Summary	Provide an outline of the resource implications of amending the Vegetation Management Standards Policy 2016 to include increased service levels for weed trimming around County Entrance Signs and man-made obstacles within high-traffic road allowances.
Previous Council Direction	December 13, 2016 - Motion 467/16: That Council direct Administration to bring forward a recommendation or policy amendment, defining levels of service for area Type 2 vegetation management, to include trimming around road signs and obstacles on road rights-of-way, and provide information regarding fiscal impact.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none">• The current Vegetation Management Standards Policy was approved by Council on May 10, 2016.• During the 2017 Budget Process, concerns regarding the vegetation management adjacent to Sturgeon County Entrance Signs and obstacles along high traffic, paved roadways were brought forward.• Administration provided a possible solution in response to Budget Information Request (BIR) # 01, which inquired about the resource implications of increasing the service levels for all 'Type 2' Areas to include weed trimming around man-made obstacles.<ul style="list-style-type: none">- The cost to increase the service levels was calculated to be \$44,000, which includes the equipment and personnel costs to complete the additional work.• Upon further discussion, Council determined the need to review and amend the current policy before committing additional resources to enhance current service levels. \$44,000 was allocated to an operating reserve, pending a Council determination of whether to amend the policy to increase service levels for 2017.• Based on Council discussions, the two main areas of concern have been identified as:<ol style="list-style-type: none">1) The lack of weed trimming around obstacles along high traffic County roadways.

2) The lack of weed trimming around Sturgeon County entrance signs.

- Options to address each concern individually and jointly have been prepared for Council's consideration.

Options to Address Concern #1

- 85% of Sturgeon County Municipal Reserves and paved road allowances are classified as 'Type 2'. According to the Vegetation Management Standards Policy, the standards for Type 2 Areas do not include trimming around man-made obstacles.
- There are two ways to increase the service levels to include weed trimming around man-made obstacles along paved roadways. They are as follows:
 - 1) Amend the policy to include weed trimming around man-made obstacles for all Type 2 Areas. To perform trimming at a frequency of two times per year minimum (same as mowing), the cost would be **\$44,000** (as outlined in BIR # 01), or
 - 2) Amend the policy to address paved road allowances separately from Type 2 Areas, and outline standards for those areas that match Type 2 Standards, with the additional standard of weed trimming around man-made obstacles a frequency of two times per year minimum. This would have a lesser cost of approximately **\$34,000**. Note: most man-made obstacles within Type 2 areas fall within paved road allowances. Reserves with significant numbers of man-made obstacles (ie. playgrounds, sport infrastructure) are typically included within the 'Type 1' Category and already receive weed trimming as a minimum service level.

Options to Address Concern #2

- Many Sturgeon County Entrance Signs are located within Provincial Highway Road Allowances. Vegetation Management within Provincial Highways is not currently included in the scope of the Vegetation Management Standards Policy. While the policy mostly pertains to Sturgeon County owned lands, it does allow for Sturgeon County to perform vegetation management in public areas which are not county owned "should there be public benefit in doing so."

	<ul style="list-style-type: none"> The policy specifies that “Sturgeon County may consider providing vegetation management services on public areas which are not owned by the County.” To outline the terms and conditions under which such services will be provided, Sturgeon County may enter into a Memorandum of Understanding (MOU) that formally outlines the arrangement.” Under this provision, Sturgeon County could pursue an MOU with the Provincial Government outlining the terms surrounding weed trimming adjacent to Sturgeon County Entrance Signs with Provincial Highway road allowances. The frequency, cost structure and any other conditions would be negotiated and agreed upon and formalized in an MOU. Formal amendment to the Policy would likely not be necessary to incorporate this item alone. However, additional resources would need to be allocated to create operational capacity to perform this work. The estimated of cost for this service alone would be \$10,000 (including personnel and equipment costs). This would allow for mowing of a 100 m² area around each sign and trimming adjacent to sign posts at a frequency of four times per year (about once per month during the growing season). <p>Options to Address Both Concern #1 and #2</p> <ul style="list-style-type: none"> A combination of all options described above can be used to address both concerns. The cost would be between \$44,000 and \$54,000, depending on how Council wishes to proceed with addressing concern #1. <p><u>External Communication</u></p> <ul style="list-style-type: none"> Not applicable <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> Vegetation Management Standards Policy
Implication	<p><u>Strategic Alignment:</u></p> <p>Consistent with multiple focus areas in Sturgeon County’s Strategic Plan, including:</p> <ul style="list-style-type: none"> Operational Excellence Maintain and Enhance Strong Communities Community Identity and Spirit <p><u>Organizational:</u></p> <p>More resources are required to increase the level of service.</p>

	<p><u>Financial:</u></p> <p>The cost of adjusting Vegetation Management Service Levels to address the concerns brought forward will be between \$10,000 and \$54,000.</p>
Follow Up Action	<ol style="list-style-type: none"> 1. Bring proposed revisions to the Vegetation Management Standards Policy for Council Approval on February 28, 2017.
Attachment (s)	<ol style="list-style-type: none"> 1. Vegetation Management Standards Policy 2016 2. Presentation
Report Reviewed by:	<p>  Angela Veenstra, Agriculture Services Manager </p> <p>  Peter Tarnawsky, County Commissioner – CAO </p>

Vegetation Management Standards Policy

Date Approved by Council: May 10, 2016

County Commissioner: 

1. Purpose

This policy outlines the vegetation management standards established for all Sturgeon County owned lands to ensure compliance with the *Alberta Weed Control Act*, to reduce fire risk and to improve aesthetics. It provides the breakdown of all vegetation management activities to be performed annually on Type 1, Type 2 and Type 3 classified areas, as well as the work to be performed on Sturgeon County local road allowances. This policy further outlines the conditions under which Sturgeon County may perform vegetation management in public areas which are not county-owned, should there be public benefit in doing so.

2. Revision History

Approval Date	Revision Number	Modification
2016/05/10	1.0	New Document

3. Persons/Areas Affected

Sturgeon County Agriculture Services Department

4. Policy Statement

The County shall ensure that minimum vegetation management standards are maintained on all Sturgeon County owned lands including municipal reserves, environmental reserves and road allowances.

To achieve this objective, the Agriculture Services Department shall ensure that:

For all lands classified as 'Type 1', the following activities occur:

- mowing a minimum frequency of four (4) times per growing season
- weed trimming around man-made obstacles a minimum frequency of two (2) times per growing season
- inspection for noxious and prohibited noxious weeds a minimum frequency of one (1) time per growing season
- herbicide application for nuisance weed control one (1) time per growing season if required

- herbicide applications for noxious and prohibited noxious weed control as often as required

For all lands classified as 'Type 2', the following activities occur:

- mowing at a minimum frequency of two (2) times per growing season
- inspected for noxious and prohibited noxious weeds a minimum frequency of one (1) time per growing season
- herbicide application for nuisance weed control one (1) time every two (2) years if required
- herbicide applications for noxious and prohibited noxious weed control as often as required

For all lands classified as 'Type 3', the following activities occur:

- mowing at minimum frequency of one (1) time per growing season
- inspection for noxious and prohibited noxious weeds a minimum frequency of one (1) time per growing season
- herbicide applications for noxious and prohibited noxious weed control as often as required

For all local road allowances, the following activities occur:

- shoulder mowing of a 15 foot wide swath a minimum frequency of one (1) time per growing season
- inspected for noxious and prohibited noxious weeds a minimum frequency of one (1) time per growing season
- herbicide application for nuisance and noxious weed control a minimum frequency of one (1) time every two (2) years
- herbicide applications for prohibited noxious weed control as often as required

Sturgeon County may consider providing vegetation management services on public areas which are not owned by the County. To outline the terms and conditions under which such services will be provided, Sturgeon County may enter into a Memorandum of Understanding that formally outlines the arrangement.

5. Definitions

Man-made obstacle - an obstacle intentionally installed by Sturgeon County or on behalf of Sturgeon County to serve a specific purpose. Does not include natural obstacles such as trees, shrubs or rocks. May include: signs, mailboxes, playground structures, benches, and garbage receptacles.

Growing season - time of year during which vegetation grows; typically May 1- September 30.

Prohibited noxious - weed classification as defined in the *Alberta Weed Control Act*.

Noxious - weed classification as defined in the *Alberta Weed Control Act*.

Type 1 - classification category for Sturgeon County lands; classification assigned using specific evaluation criteria including accessibility, size, adjacent land uses, amenities, usage patterns and environmental significance. Municipal Reserves with playground structures and sports fields often fall within this category.

Type 2 - classification category for Sturgeon County lands; classification assigned using specific evaluation criteria including accessibility, size, adjacent land uses, amenities, usage patterns and environmental significance. Municipal Reserves with limited or no infrastructure improvements often fall within this category.

Type 3 - classification category for Sturgeon County lands; classification assigned using specific evaluation criteria including accessibility, size, adjacent land uses, amenities, usage patterns and environmental significance. Environmental Reserves that serve as wildlife habitat often fall within this category.

6. Responsibilities

Council is responsible for approving updates this policy to reflect adjustments in program resources and priorities.

Administration will maintain an active inventory of all Sturgeon County lands and ensure the Vegetation Management Standards Administrative Procedure is used to categorize lands within the inventory.

Administration may update the evaluation criteria outlined in the Vegetation Management Standards Administrative Procedure.

7. Procedures

N/A

8. Cross Reference

- Vegetation Management Standards Administrative Procedure
- *Alberta Weed Control Act, SA 2008 c.W-5.1*

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Vegetation Management Standards Policy Review

Overview

- Current State
- Desired Program Improvement Areas
- Options for Policy Amendment to expand current Service Levels
- Resource Implications of Each Option
- Opportunity for Council Questions/ Input

Overview

Desired Presentation Outcome: to facilitate Council discussion and to understand desired Council direction on which option to pursue further and to bring forward at February 28th Council Meeting for consideration

Current State

- Vegetation Management Standards Policy Approved by Council in May 2016.

Classification	Level of Service	Areas Included	Approx. % of Vegetation Management Area
Type 1	High; Trimming Included	High Use Areas; Improvements or Development Present	5%
Type 2	Moderate; No Trimming	Low Use Areas; Limited or No Development	85%
Type 3	Low; No Trimming	Environmentally Significant Areas; No Development	10%
Local Road Allowances	Low; No Trimming	Rural, Gravel Road Allowances	N/A

Current State

- Hard-surfaced Roadsides within multi-lot subdivisions (eg. Grandview Drive) and outside subdivisions (eg. Sturgeon Road) currently fall within the 'Type 2' Category
- Gravel Roadsides within Subdivisions are also treated as 'Type 2'
- Only exception- roadsides directly adjacent to an area classified as Type 1

Currently, no resources are committed to trimming around man-made obstacles within road allowances.

Improvement Areas

Based on council concerns/ budget information requests, two key areas where expansion of current services could be beneficial:

1) Weed trimming around signs/ other obstacles along high traffic county roadways

2) Weed trimming around Sturgeon County entrance signs (found along both county roadways and provincial highways)

Option #1

Change Policy to include trimming around man-made obstacles in **all** Type 2 areas

- Trimming would occur around 'man-made' obstacles including signs, guardrails, mailboxes, and playgrounds 2 times a year (same frequency as mowing)
- All signs in hard-surfaced roadsides and subdivision roadsides (both hard-surfaced and gravel) would receive trimming
- MR areas within Type 2 Category containing man-made obstacles would receive trimming
- Could result in trimming of some areas with little impact or visual benefit in addition to the areas where an improvement is desired

Cost: \$44,000 (includes manpower, equipment, fuel)

Option #2

Amend Policy by creating a 'Hard-surfaced Roadsides' category with service levels that differ from 'Type 2' Service Levels

- Mowing 2 times per year
 - Trimming around man-made obstacles 2 times per year
-
- This option would avoid trimming in some lower profile (and lower priority) areas such as MR Areas with limited use or development and alongside Gravel Roads in Subdivisions
 - Note: 4 of 14 Entrance Signs in county hard-surfaced road allowances would receive trimming under this option

Cost: \$34,000 (includes manpower, equipment, fuel)

Option #3

This option does not require an actual policy amendment

- Current Policy Allows for Vegetation Management in areas not owned by Sturgeon County, provided that 'there is public benefit in doing so'
- Can mow and trim around county entrance signs within Provincial Highway Road Allowances at County's desired frequency
 - trimming and mowing of a 100 m² area four times per year

- 10 of 14 County Entrance Signs included in AB Highway Road Allowances
- confirmed with AT that it would be allowable; permit would be required

Cost: \$10,000 (includes manpower, equipment, fuel)

Option Combinations

Option 1: Trimming, All Type 2 Areas	Option 2: Addition of 'Hard- surfaced roadside' category, include trimming along High Profile Roadways	Option 3: Trimming & Mowing Around Entrance Signs in AB Highway Road Allowances	Improvement Areas Addressed (1 & 2)	Total Cost
✓			1 & Partially 2	\$44,000
	✓		1 & Partially 2	\$34,000
		✓	Partially 2	\$10,000
✓		✓	1 & 2	\$54,000
	✓	✓	1 & 2	\$44,000

Priority	Area Description	Current	Desired
High	High Profile Central Parks (e.g. Cardiff Park)	Not Included in Policy	
	High Profile Neighbourhood Park Areas with Playgrounds and Other Amenities	Type 1	
	High Profile County Entrance Signs (within Highway Road Allowances)	Currently not performed	
Medium	High Profile Hard-surfaced Roadways	Type 2	
	Subdivision Roadways (incl. hard-surfaced and gravel)	Type 2	
	MRs with limited/ no development	Type 2	
Low	Environmental Reserves	Type 3	
	Gravel Road Allowances	'Local' Road Allowances	



Questions & Discussion



Sturgeon County

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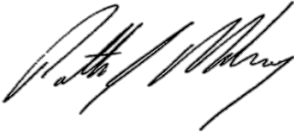


Legislation Text


File #: PRS-003-17, **Version:** 1

Protective Services Report for 2016 Service Levels (30 minutes)

Briefing Note


Title	Protective Services 2016 Year in Review
Issue	As part of regular department activities updates are provided to Council that provide an overview of activities and highlight items being responded to within the County.
Previous Council Direction	Not Applicable.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none">Traditionally departments come before for Council at various times to provide a review of activities and provide Council the ability to ask questions and learn. This presentation is an overview of the 2016 work, activities conducted by Protective Services. <p><u>External Communication</u></p> <ul style="list-style-type: none">Information from presentation may be shared with local media and/or County publications, including the County's website. <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none">None.
Implication	<p><u>Strategic Alignment:</u></p> <p>Strong Local Governance and Regional Leadership – The update of activities within Protective Services is of interest to many residents and the excellent work being done should be recognized. Such updates are consistent with legislation, master plans, policies and procedures. Year-end reviews and updates are a normal process in municipal governance.</p> <p><u>Organizational:</u></p> <p>The Resident Satisfaction Survey consistently ranks Protective Services as high in both importance and satisfaction. Providing information not only to Council but to residents through public forum shows</p>

	<p>transparency and allows residents to understand the difficult work these staff members do day in day out to assist with the quality of life in Sturgeon County.</p> <p><u>Financial:</u></p> <p>None.</p>
Follow Up Action	<p>1. Provide content to local media if requested and collaborate with Communications Department on ways to share this information with residents through County means.</p>
Attachment (s)	<p>1. Presentation</p>
Report Reviewed by:	<div>  <p>P. Mahoney Fire Chief/Manager of Protective Services</p> </div> <div>  <p>Ian McKay, P. Eng., GM Municipal Services</p> </div> <div>  <p>Peter Tarnawsky, County Commissioner – CAO</p> </div>



sturgeon county

Protective Services 2016 Year in Review & 2017 Look Ahead



Protective Services 2016 Year in Review

Highlights

- Staffing - 2 Daytime Firefighters and One Peace Officer added
- Grand Opening of Protective Services Building
- Bylaws – Bylaw Officer Bylaw, Burning Bylaw
- Firefighter Training - Graduation of 19 members in Level I Program and 21 in Level II Program
- Signing of Agreement and Approval of Bylaw in relation to the Regional Emergency Response Plan (REMP)
- Outlined and implemented detailed processes regarding enforcement of unsightly properties with numerous cases concluded

Protective Services 2016 Year in Review

Enforcement Services

- A total of 1660 “Request For Services” were received. Our enforcement departments goal is to contact complainants/person making the inquire within 8 hours. This was achieved 100% of the time. (1363 requests in 2015)
- The number of Violation Warnings Issued was 362 (320 in 2015)
- The number of Violation Tickets issued was 1522 (1031 in 2015)
- The total number of subdivisions patrols conducted was 2555 (2605 in 2015)
- Presence in the Heartland well maintained, the number of patrols in the areas of Range Roads 221, 220, 224, 230, Twp. 560, 570, Hwy 643 and Lamoureux was 278
- Increased compliance with Dog licensing

Protective Services 2016 Year in Review

Enforcement Services, Request For Services by Type

- Bylaw Requests/Inquiries/Complaints – 575 (745 requests in 2015, of note 232 were snow related compared to just 21 in 2016)
- Animal/Dog Related – 404 (370 in 2015)
- Traffic Related Requests – 341 (This includes 55 School Zone Patrols, there were 279 requests of this nature in 2015)

Protective Services 2016 Year in Review

Emergency/Fire Services

- Total number of responses was 1036 (1085 responses in 2015)
- Total man hours effecting this responses 7119 hours and 33 minutes or 297 days
- “Chute Times”, all departments achieved goal of under 10 minutes 100% of the time
- Burn/Firework Permits Issued – 1528 (1514 in 2015)
- Contribution to Municipality of Wood Buffalo, four rotations, total of 11,193 Man Hours

Protective Services 2016 Year in Review

Emergency/Fire Services

- Average Chute Time, Volunteer Halls 6:48 minutes, Full Time staff 3:48 minutes
- Average travel Time – 10:47
- Average Response Time (Includes dispatch, chute and travel time) = 19.04
- Average Total time on Scene = 1:28
- Average reported dollar loss for 45 recorded incidents = \$92,930.24
- Total dollar Loss for 45 recorded incidents = \$4,181,861.00
- Total dollar saved \$2,308,000.00

Protective Services 2016 Year in Review

Emergency Services - Responses by Type:

- Motor Vehicle Collisions – 334
- Fires – 196
- Alarms, Residential and Commercial – 159
- Grass Fire or Rubbish – 126
- Public Service-Miscellaneous – 65
- Resuscitation Calls – Miscellaneous – 36
- Controlled Burns – 32
- Gas Leak – 18
- False Alarms – Miscellaneous -18
- Rescue – Miscellaneous – 16
- Bon Fires – 13
- Explosion with Fire – 9
- Incident Situation Unclassified – 5
- Home Accident – 4
- Re- Kindle – 2
- No Alarm fire – Not responded to by fire department – 2
- Rupture – Boiler -1

Protective Services 2016 Year in Review

Public Relations

- Fire Smart – 17
- Industrial Site Visits – 16
- Building Inspections/Occupant Loads – 22
- Fire Prevention Week – 3 Schools over 550 students
- Child Restraint Checkstop/Inspections – 3, 62 violations issued
- Bike Rodeos – 2
- Open Houses – 3
- Fire Hall Tours – 3
- Mock Exercise Participation – 3
- Joint Force Traffic operations (RCMP/Morinville Peace Officers) – 6
- Community Parades - 4

Protective Services 2016 Year in Review

Other Notables

- All full time staff obtained NFPA 1081 Industrial Firefighting Qualification, Joint Training with Pembina
- Continued participation with NR-CAER/C-REPP/Rural Crime Watch
- Support of Air Show

Protective Services 2017 Look Ahead

- New Peace Officer Schedule- Addition of Sunday Coverage
- Bylaws Review/Amendments – Animal Control, ATV/Off Highway Vehicle and Fireworks Bylaw
- Superior Tanker Shuttle Service Accreditation/SV Fire Protection
- Placing into service of new Engine/Tender Combination Truck
- Regional Emergency Management Partnership – Staff Training, ECC Development, Committees

Protective Services 2016 Year in Review

Staff Are

“Committed to Community”

Questions/Comments