

**MINUTES OF THE BRAZEAU COUNTY ALTERNATIVE LAND USE SERVICES (ALUS) PARTNERSHIP ADVISORY COMMITTEE (PAC), HELD IN THE COUNTY ADMINISTRATION BUILDING, EOC MEETING ROOM, IN DRAYTON VALLEY, ALBERTA ON MONDAY, JUNE 27, 2016.**

**IN ATTENDANCE**

Shirley Mahan, Councillor  
Duane Movald, Chairperson & Member-at-Large  
Graham Kathol, Vice Chairperson & Member-at-Large  
Henry Hughes, Member-at-Large  
Cliff Whitelock, Member-at-Large  
Cecil Andersen, Member-at-Large  
Candace Vanin, Agriculture & Agri-Food Canada  
Mary Ellen Shain, North Saskatchewan Watershed Alliance  
Kerri O'Shaughnessy, Cows & Fish  
Denika Piggott, Parkland County ALUS  
Benjamin Misener, ALUS Program Coordinator  
Colin Poitras, Planning & Development Summer Student  
Lisa Rabel, Agricultural Fieldman  
Nancy Chambers, Recording Secretary

**ABSENT**

Christine Campbell, ALUS Canada HUB Manager (West)

**PUBLIC ATTENDANCE**

none

**CALL TO ORDER**

D. Movald, Chairperson, called the meeting to order at 9:02 a.m.

**ADDITIONS TO THE AGENDA**

Additions included:

- The Alternative Land Use Services (ALUS) – Guiding Framework Policy ALUS-1 was supplied as a handout.
- D. Movald, Chairperson, requested to add the July 28 Parkland County ALUS event.
- B. Misener, ALUS Program Coordinator, requested to add Crown Lands, ALUS Updates, and Minutes.

**ADOPTION OF THE AGENDA**

**019-16** Moved by S. Mahan, PAC Member, to approve the agenda with the additions.

**CARRIED UNANIMOUSLY**

**ADOPTION OF THE MINTUES**

**020-16** Moved by C. Vanin, PAC Member, to adopt the minutes of the May 30, 2016 ALUS PAC meeting as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING**

None

## **CROWN LAND**

B. Misener, ALUS Program Coordinator, advised that as per Christine Campbell, ALUS Canada HUB Manager (West), the eligibility of Crown Lands is up to the discretion of the PAC. If a proposal on Crown Lands is received, the PAC has the ability to make amendments to establishments costs and annual payments accordingly

## **ALUS UPDATES**

B. Misener, ALUS Program Coordinator, discussed an email provided by C. Campbell, ALUS Canada HUB Manager (West), regarding updates on behalf of ALUS Canada. The email contained information on a new ALUS logo to be distributed shortly, the July 28 ALUS launch event in Parkland County, and the Emerald Award.

If PAC members require tickets to the Parkland County ALUS launch event, please advise B. Misener, ALUS Program Coordinator.

D. Piggott, PAC Member, identified the Emerald Award as a win for Alberta, and congratulated Brazeau PAC for continuing the growth of ALUS in Alberta and taking the initiative to move forward with the program.

G. Kathol, PAC Member asked for clarification on projects on Crown Land, asking if annual payments would be made to the lease holder, or would they only be eligible for establishment costs. Members agreed that topic would require further discussion if an EOI was submitted on Crown Lands.

## **MINUTES**

B. Misener, ALUS Program Coordinator, advised that minutes will need to show which members voted for and against motions, unless carried unanimously.

B. Misener, ALUS Program Coordinator, also advised that friendly amendments to motions can only be made by PAC members. Administration can take part in discussions regarding motions, but only voting PAC members can make motions or suggest friendly amendments to motions.

## **REVISED EOI FORM**

B. Misener, ALUS Program Coordinator, presented the Expression of Interest (EOI) Form with the revisions as discussed by the PAC, as well as administrative revisions.

**021-16** Moved by S. Mahan, PAC Member, to accept the revised EOI form as presented.

**CARRIED UNANIMOUSLY**

C. Vanin, PAC Member, asked for clarification that the inclusion of the question regarding the Environmental Farm Plan on the EOI was just for information, and not a requirement of the application. B. Misener, ALUS Program Coordinator, confirmed that to be correct.

**ANNUAL PAYMENT  
SCHEDULE**

D. Movald, Chairperson, discussed the annual payment schedule.

K. O'Shaughnessy entered the meeting at 9:24 am.

D. Piggott, PAC Member, explained that payments are based on what the current land use is, not what it is being enhanced as.

M.E. Shain, PAC Member, advised that when there is a contract renewal, we want to be cautious that we are still paying for the value of services created.

Discussion continued regarding wetland mapping inventory for the area. The Provincial merged wetland mapping inventory exists but it's only for a certain point in time. Depending on the year it was mapped may show different results from what a typical year is. Depending on a dry year or a wet year, some areas may or may not be able to be cropped.

**022-16** Moved by G. Kathol, PAC Member, to adopt the same payment schedule as Parkland County for the remainder of the 2016 calendar year.

**CARRIED UNANIMOUSLY**

**REVIEW DRAFT POLICY**

B. Misener, ALUS Program Coordinator, presented the draft Policy for "Alternative Land Use Services (ALUS) – Guiding Framework" Policy Number ALUS-1.

Suggested changes included:

Page 3 - Procedure #1 – ensure it is clear that PAC member, producers, and farmer liaisons are all points of contact, but the first point of contact from County administration is the ALUS Program Coordinator.

Pages 3 & 4 – Procedure #10 – rather than using an anniversary date of the contract, annual payments would be due within 30 days of the end of calendar year. This will be easier for Administration to track and action.

Page 4 - Item (c) Annual Payment Rates – Purpose – change wording to reflect land eligible for the program, rather than land taken out of production

Page 5 – Site Inspection Procedure #4 – specify that non-compliance may require the producer to pay back a pro-rated amount of establishment costs and cease annual payments.

B. Misener, ALUS Program Coordinator, will update the policy and bring it back to next meeting.

**023-16** Moved by, M.E. Shain PAC Member, to table Policy Review to the next meeting in order to make the suggested amendments.

**CARRIED UNANIMOUSLY**

Discussion ensued around the use of names and land locations in project proposals that are brought forward to PAC meeting. It was suggested that rather than using names and land locations in project description, a project number could be used. Minutes and agendas are posted on the County website, so by using a project number, they privacy of the applicant is protected.

## **REVIEW PARKING LOT ITEMS**

D. Movald, Chairperson, discussed parking lot items.

- Maximum cap – D. Piggott, PAC Member, suggested that large projects be done in phases. D. Movald, Chairperson, suggested that caps could be determined for equipment. It was suggest to leave this item in the Parking Lot until we have a project brought forward.

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- By your own hand – This refers to projects that were done in the past and producers are now applying to obtain funding for these projects. It was suggested that establishments costs would not be paid for, but annual payments could be made from this point forward. Some communities have a policy that you can bring in existing projects if you bring in a new project with it. Some communities will allow you to claim a portion of establishment costs if you have a receipt from the past 5 years if you bring in new acres with that project. B. Misener, ALUS Program Coordinator, will ask to obtain Parkland’s policy and bring back for further discussion, including whether or not a waiver will be required to state they have not previously received funding for items they are now seeking funding for.
- Application deadline for EOI’s – D. Piggott suggested that right now, leave it open to encourage EOI’s. In the future, the PAC can look at deadlines if necessary. Deadlines for GF2 intakes are summer and winter. For projects not eligible under GF2, Brazeau PAC can look at all projects as they are submitted.
- Open House & Official Launch for Brazeau County – Discussed September dates, and the venue to be held at a community hall close to a project site. It was agreed on September 13, with an alternate date of September 15. The location is TBD, but would likely be the closest community hall to the project site.

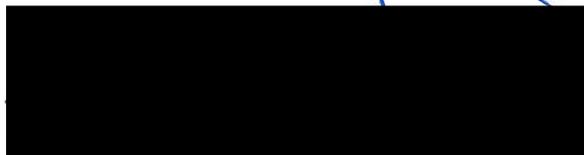
**ADMINISTRATIVE MATTERS**

B. Misener, ALUS Coordinator, discussed the submission of Expense Claims.

**ADJOURNMENT**

**024-16** Moved by G. Kathol, PAC Member, that the Brazeau County ALUS Partnership Advisory Committee meeting of June 27, 2016 adjourn at 11:10 am.

**CARRIED UNANIMOUSLY**



Duane Movald  
Chairperson



Nancy Chambers  
Recording Secretary

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