



# AGENDA

Municipal District #124 Committee of the Whole  
Wednesday, March 26, 2025 - 1:00 PM - MD Council Chambers

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## CALL TO ORDER

PLEASE NOTE: As per the Organizational and Procedural Bylaw (2021-12) - 5.5.3 Committee of the Whole Meetings may be held immediately following the adjournment of the Regular Meeting. Estimated start time 1:00 p.m.

## ACCEPTANCE OF THE AGENDA

- 2.1 March 26, 2025, Committee of the Whole Meeting Agenda

*Proposed Motion: Move to adopt the March 26, 2025, Committee of the Whole Meeting Agenda as presented.*

## ADOPTION OF MINUTES

- 3.1 March 12, 2025, Committee of the Whole Meeting Minutes 3 - 5

*Proposed Motion: Move to adopt the March 12, 2025, Committee of the Whole Meeting Minutes as presented.*

[03122025 DRAFT COW Minutes](#)

- 3.2 March 13, 2025, Committee of the Whole Meeting Minutes 6 - 8

*Proposed Motion: Move to adopt the March 13, 2025, Committee of the Whole Meeting Minutes as presented.*

[03122025 DRAFT COW Minutes](#)

## REPORTS & PRESENTATIONS

- 4.1 Survey Alberta Lands & Rights Tribunal Review 9 - 10

*Proposed Motion: Move to accept the Survey Alberta Lands & Rights Tribunal review as information.*

[LRPT Process Review](#)

## CONFIDENTIAL ITEMS - CLOSED SESSION

- 5.1 Closed Session as per the following Section 29 of the FOIP Act.

- Consideration of Tax Bylaw

*Proposed Motion: Move to go into Closed Session at \_\_\_\_\_ p.m.*

*Proposed Motion: Move to return to Open Session at \_\_\_\_\_ p.m.*

**ADJOURNMENT**

# *MINUTES*

**Committee of the Whole Council Meeting  
Municipal District of Lesser Slave River No. 124  
March 12, 2025  
MD Council Chambers**

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**MEMBERS PRESENT** Murray Kerik - Reeve  
Lana McCann - Deputy Reeve, Division 2  
Darren Fulmore - Division 1  
Nancy Sand - Division 1  
Norm Seatter - Division 2  
Sandra Melzer - Division 1

**MEMBERS ABSENT** Brad Pearson - Division 2

**IN ATTENDANCE** Barry Kolenosky - CAO, MDLSR  
Sandra Rendle - Associate Director, Legislative Services, MDLSR  
Nicky van Deventer - Human Resources Manager, MDLSR  
Erik Loken - Interim of Finance, MDLSR  
Shari Spencer - Assistant Director, Field Services & Document Conveyance Manager, MDLSR  
Cody Borris - Transportation Manager, MDLSR  
Paul Mulholland - Senior Peace Officer, MDLSR  
Molly Fyten - Contractor, MDLSR  
Kendra Kozdroski - Agricultural Fieldman, MDLSR

**CALL TO ORDER** Reeve Kerik called the meeting to order at 12:44 p.m.

**ACCEPTANCE OF AGENDA** **March 12, 2025, Committee of the Whole Meeting Agenda**  
**MOTION COW 004-25**  
Moved by Deputy Reeve McCann to accept the March 12, 2025, Committee of the Whole Meeting Agenda as presented.  
**CARRIED**

**ADOPTION OF MINUTES** **February 12, 2025, Committee of the Whole Meeting Minutes**  
**MOTION COW 005-25**  
Moved by Councillor Fulmore to adopt the February 12, 2025, Committee of the Whole Meeting Minutes as presented.  
**CARRIED**

Loken entered at 12:50 p.m.  
van Deventer entered at 12:58 p.m.

**CONSIDERATION OF POLICIES** **Bylaw #2025-02 Code of Conduct**  
**MOTION COW 006-25**  
Moved by Deputy Reeve McCann that Council direct Administration to bring Bylaw #2025-02 Council Code of Conduct to the next Regular Meeting of Council for approval as amended.  
**CARRIED**

Councillor Melzer exited at 1:01 p.m.  
Councillor Melzer returned at 1:04 p.m.

**HR/Administration Policies & Procedures**

**MOTION COW 007-25**

Moved by Councillor Melzer that Council considers the proposed New Policies & Procedure as presented and direct Administration to bring them back at the next Regular Council Meeting for approval.

**CARRIED**

Mulholland/Borris/Spencer entered at 1:24 p.m.  
van Deventer exited at 1:38 p.m.

**Land Policies**

**MOTION COW 008-25**

Moved by Councillor Sand that Council direct Administration to bring the Municipal-Owned and Tax Forfeiture Land Sale Policy and Procedure and the Tax Recovery Related to Land Policy and Procedure to the next Regular Meeting of Council for approval.

**CARRIED**

Rendle/Loken exited at 1:53 p.m.

**Fleet Replacement Policy**

**MOTION COW 009-25**

Moved by Councillor Melzer that Council directs Administration to bring the Fleet Replacement Policy and Procedure to a future Council meeting for approval.

**CARRIED**

Kolenosky exited at 2:00 p.m.  
Kolenosky returned at 2:04 p.m.

**Brushing Policy and Procedure**

**MOTION COW 010-25**

Moved by Councillor Sand that Administration add TR-32-21 Roadside Brushing Policy and Procedure to the regular Council agenda as presented for approval.

**CARRIED**

Spencer/Borris exited at 2:07 p.m.

**Peace Officer Work Alone Procedure #PS-26-01.22**

**MOTION COW 011-25**

Moved by Councillor Seatter to accept the Peace Officer Work Alone Procedure #PS-26-01.22 as information.

**CARRIED**

Fyten/Kozdroski entered at 2:10 p.m.  
Rendle entered at 2:16 p.m.

**Updated Animal Control Bylaw – Draft**

**MOTION COW 012-25**

Moved by Deputy Reeve McCann to bring forward the updated draft Animal Control Bylaw as amended removing the Animal Units related to the Keeping of Animals and Domestic Pets as previously listed in the LUB, following Legal review and recommendations to the next Regular Council meeting on March 26, 2025, for approval.

**CARRIED**

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Municipal District of Lesser Slave River No. 124 – Committee of the Whole  
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**ADJOURNMENT**

**MOTION COW 013-25**

Moved by Councillor Fulmore to adjourn at 2:39 p.m.

**CARRIED**

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Reeve

DRAFT

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Chief Administrative Officer

\_\_\_\_\_  
Reeve

DRAFT

## Share Your Input Public Engagement for MNP's Process Review of the LPRT

The Land and Property Rights Tribunal (LPRT) was established in 2021 as an independent, quasi-judicial tribunal established under Section 2 of the *Lands and Property Rights Tribunal Act*.

The mandate and roles for the LPRT include making decisions about land use planning, development, right of entry, compensation, and assessment matters. These functions, previously overseen by the Municipal Government Board (MGB), Land Compensation Board (LCB), Surface Rights Board (SRB) and New Home Buyer Protection Board (NHBPB) are now amalgamated under the LPRT. For more information about the LPRT please visit the [Government of Alberta's website](#).

A review of the LPRT's business processes has been commissioned by the Government of Alberta. MNP LLP (MNP) has been engaged by Municipal Affairs to conduct the review and assess the LPRT's current service delivery processes.

### About the LPRT Business Process Review

This review is focused on the end-to-end processes involved in the delivery of the LPRT's services. The review includes understanding how LPRT's processes meet the needs of all stakeholders, including industry, municipalities, landowners, developers, and the Government of Alberta. The review **does not** include a review of LPRT decisions or policies.

The overarching goal of the LPRT business process review is to ensure an effective, efficient, and client-focused tribunal that continuously improves and adopts leading practices.

For any questions related to the LPRT Business Process Review, contact one of the following depending on the nature of your inquiry:

- For matters related to the survey, written submission portal, or related directly to the LPRT Business Process Review please contact [LPRTProcessReview@MNP.ca](mailto:LPRTProcessReview@MNP.ca)

- For matters related to the scope, objective, or reporting please contact [MA.LPRTProcessReview@gov.ab.ca](mailto:MA.LPRTProcessReview@gov.ab.ca)

## Share Your Input

Recognizing that the success of the review relies on capturing the experience of the users of the LPRT's process, MNP is conducting stakeholder engagement to understand if the LPRT's processes are meeting the needs of stakeholders. Your feedback will be summarized and synthesized with the additional research and business process review work streams, which will be presented to the Ministry of Municipal Affairs in Fall 2025.

An online survey and written submission portal will be available starting March 4, 2025 until April 4, 2025.

[Take the survey here](#)

[Complete a written response here](#)

## About MNP

National in scope and local in focus, MNP is a Made in Canada, leading professional services firm — proudly serving individuals, businesses, and organizations since 1958. Through the development of strong relationships, we provide client-focused accounting, consulting, tax, and digital services. Our clients benefit from personalized strategies with a local perspective to fuel success wherever business takes them.