



AGENDA

Municipal District #124 Committee of the Whole
Thursday, August 27, 2026 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ACCEPTANCE OF THE AGENDA

- 2.1 August 27, 2026, Committee of the Whole Meeting Agenda

Proposed Motion: Move to accept the August 27, 2026, Committee of the Whole Meeting Agenda as presented.

ADOPTION OF MINUTES

- 3.1 July 29, 2026, Committee of the Whole Meeting Minutes

3 - 7

Proposed Motion: Move to adopt the July 29, 2026, Committee of the Whole Meeting Minutes as presented.

[20260729 DRAFT COW Minutes](#)

ACCEPTANCE OF MINUTES FOR INFORMATION

- 4.1 August 12, 2026, Community Assistance Board Minutes

8 - 10

Proposed Motion: Move to accept the August 12, 2026, Community Assistance Board minutes for information.

[20260812 - DRAFT MINUTES - Community Assistance Board](#)

CONFIDENTIAL ITEMS - CLOSED SESSION

- 5.1 Closed Session per Sections 19, 21 and 26 of the Access To Information Act, (ATIA) at 10:00 a.m.

Section 19 - Disclosure harmful to a business interest of a third party

Section 21 - Disclosure harmful to individual or public safety

Section 26 - Disclosure harmful to intergovernmental relations

Clean up file
Smith Bridge
Highway 88

Proposed Motion: Move to go into Closed Session at _____

Proposed Motion: Move to return to Open Session at _____

REPORTS & PRESENTATIONS

6.1 2026/2027 Rugged & Real Scholarship Presentations 11:00 a.m.

- Morgan McClanaghan
- Christine McIntyre-Blake

REQUESTS FOR DECISION

7.1 Smith Road Closures

11 - 13

Proposed Motion: Move that the Committee of the Whole receive the Smith Road Closures report for information.

Proposed Motion: Move that the Committee of the Whole direct Administration to bring forward a recommendation to a future Regular Council meeting regarding options for a 2027 Culvert Maintenance Expansion pilot program, including anticipated staffing, permitting, equipment, and 2027 budget impacts.

Proposed Motion: Move that the Committee of the Whole direct Administration to bring forward a recommendation to a future Regular Council meeting regarding advocacy opportunities (i.e.: Pembina Zone 3) to streamline environmental permitting and engineering requirements for municipal bridge culvert and watercourse crossing projects.

[20260826 RFD - Smith Road Closures-V2](#)

7.2 Joint Use and Planning Agreement - Aspen View Schools

14 - 44

Proposed Motion: Move that Committee of the Whole refer the JUPA Agreement with Aspen View Schools to the Chief Administrative Officer to review and finalize the agreement on behalf of the municipality.

[20260823- RFD - JUPA Aspen View](#)
[MD Lesser Slave Draft JUPA 2024](#)

CONSENT AGENDA (CORRESPONDENCE, BOARD REPORTS)

8.1 Invitation to Economic Developers Alberta training

45 - 47

Proposed Motion: Move that Council receives the Invitation to Economic Developers Alberta training as information.

[Invitation to Economic Developers Alberta Training](#)
[EDA Training Poster with location](#)

PLANS FOR RECOMMENDATIONS TO REGULAR COUNCIL

9.1 Visitor Information Centre Tour

ADJOURNMENT

MINUTES

Committee of the Whole Council Meeting
Municipal District of Lesser Slave River No. 124
July 29, 2026
MD Council Chambers

MEMBERS PRESENT	Murray Kerik Norm Seatter Sandra Melzer Richard Colborne Lester Vanhill Thomas Snowden Brad Pearson	- Reeve - Deputy Reeve - Division 1 - Division 1 - Division 1 - Division 2 - Division 2
IN ATTENDANCE	Kevin Gannon Nicky van Deventer Kristen Schalin Jeremy Dumaresque Ann Holden Paul Mulholland Cody Borris Kiara Huddy Khush Singh Julianne Threlfall Lana McCann Armaan Khanna Heather DeAlexandra Marilyn Gladue	- Chief Administrative Officer, MDLSR - Director of Human Services & Corporate Services, MDLSR - Director of Finance, MDLSR - Director of Environmental Services, MDLSR - Planning & Development Officer, MDLSR - Senior Peace Officer, MDLSR - Transportation Manager, MDLSR - Agriculture Fieldman, MDLSR - GIS Technician, MDLSR - CN - Municipal Clerk, MDLSR - Lakeside Leader - Utility Administration Assistant, MDLRS - Recording Secretary, MDLSR
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:00 a.m.	
ACCEPTANCE OF AGENDA	July 29, 2026, Committee of the Whole Agenda <u>MOTION COW 043-26</u> Moved by Deputy Reeve Seatter to accept the July 29, 2026, Committee of the Whole Agenda as amended: Add: - Postpone Visitor Information Centre Tour - Closed Session – Section 29 – Municipal Affairs	
		CARRIED
ADOPTION OF MINUTES	May 20, 2026, Committee of the Whole Meeting Minutes <u>MOTION COW 044-26</u> Moved by Deputy Reeve Seatter to adopt the May 20, 2026, Committee of the Whole Meeting Minutes as presented.	
		CARRIED
REQUEST FOR DECISION	Smith Complex Gate Update <u>MOTION COW 045-26</u> Moved by Deputy Reeve Seatter that Council direct Administration to bring back options for access/egress route(s) on the Smith Complex grounds.	
		CARRIED
	Borris exited at 10:27 a.m. Singh entered at 10:27 a.m.	

Municipal Owned Properties Inventory

MOTION COW 046-26

Moved by Councillor Vanhill that Council accept the Municipal-Owned Properties Inventory as information and to bring forward a listing of proposed properties to be declared as surplus to a future Regular Council meeting.

CARRIED

Request for Municipal Advocacy on Provincial Highway Conditions

MOTION COW 047-26

Moved by Councillor Pearson that Council receive the Request for Municipal Advocacy on Provincial Highway Conditions for information.

CARRIED

Alberta Rural Connectivity Forum Invite

MOTION COW 048-26

Moved by Deputy Reeve Seatter that Council direct Administration to bring the Alberta Rural Connectivity Forum Invite forward to the next Regular Council meeting for Council's consideration.

CARRIED

RECESS
RECONVENE

11:03 a.m.
11:10 a.m.

CONSIDERATION OF
BYLAWS & POLICIES

Schedule of Fees

MOTION COW 049-26

Moved by Deputy Reeve Seatter that Administration bring forward Bylaw 2026-07, Provision Goods and Services Bylaw, to the August 12, 2026, Regular Council meeting.

CARRIED

McCann exited at 11:50 a.m.

Handling Resident Concerns Policy

MOTION COW 050-26

Moved by Councillor Pearson that Administration bring forward the Handling Resident Concern Policy as amended to a Regular Council meeting for approval.

CARRIED

RECESS
RECONVENE

12:10 p.m.
1:08 p.m.

DELEGATION

CN – Julieann Threlfall (Noon)

MOTION COW 051-26

Moved by Deputy Reeve Seatter that Council receive the CN presentation.

CARRIED

McCann entered at 12:59 p.m.

SEW-42-02 – Residential Sewer Grinder Pump Maintenance Policy Revisions

MOTION COW 052-26

Moved by Councillor Melzer that Administration bring forward the revised SEW-42-02 Residential Sewer Grinder Pump Maintenance Policy to the next Regular Meeting Council for approval.

CARRIED

MOTION COW 053-26
Moved by Deputy Reeve Seatter that Council receive the Administration's rescinding of SEW-42-02.01 Residential Sewer Grinder Pump Maintenance Procedure for information.

CARRIED

Reeve Kerik exited at 1:23 p.m.
Reeve Kerik returned at 1:25 p.m.
Councillor Melzer exited at 1:27 p.m.
Councillor Melzer returned at 1:31 p.m.

SEW-42-03 Purchase of Sewer Grinder Pumps Policy Revisions

MOTION COW 054-26
Moved by Councillor Melzer that Council direct Administration to bring forward the SEW-42-03 Purchase of Sewer Grinder Pumps Policy Revisions to the next Regular Meeting of Council for approval.

CARRIED

McCann exited at 1:50 p.m.
Huddy entered at 1:50 p.m.
Mulholland/Holden entered at 2:04 p.m.

MOTION COW 055-26
Moved by Deputy Reeve Seatter that Council direct Administration to draft a Grinder Pump Repayment Agreement for Council consideration.

CARRIED

REPORTS &
PRESENTATIONS

2nd Quarter Utilities Report

Councillor Pearson exited at 2:13 p.m.
Councillor Pearson returned at 2:15 p.m.
Borris entered at 2:15 p.m.
Dumaresque/DeAlexandra exited at 2:23 p.m.
Councillor Melzer exited at 2:23 p.m.
Councillor Melzer returned at 2:26 p.m.

2nd Quarter Corporate Services Report

2nd Quarter Field Services Report

Deputy Reeve Seatter exited at 2:58 p.m.
Deputy Reeve Seatter returned at 3:00 p.m.
Borris/Huddy exited at 3:03 p.m.

2nd Quarter Planning & Development Report

Holden exited at 3:12 p.m.

2nd Quarter Protective Services Report

Mulholland exited at 3:22 p.m.

2nd Quarter Project Report

Deputy Reeve exited at 3:48 p.m.
Deputy Reeve returned at 3:50 p.m.

2nd Quarter Finance Report

MOTION COW 056-26
Moved by Councillor Vanhill to direct Administration to have Line item #79 of the Finance Report separated by Regional Program requests.

Councillor Pearson requested a Recorded Vote:

For: Reeve Kerik, Deputy Reeve Seatter, Councillors Snowden, Melzer, Colborne
& Vanhill

Against: Councillor Pearson

CARRIED

MOTION COW 057-26
Moved by Deputy Reeve Seatter that Council is in agreement to continue the Committee of the Whole Meeting past 4:00 p.m.

CARRIED

MOTION COW 058-26
Moved by Councillor Pearson to direct Administration to provide the dates the requisitions were received as noted on Financial Report Line item #74.

CARRIED

MOTION COW 059-26
Moved by Deputy Reeve Seatter that Council receive the Department Quarterly Reports for information.

CARRIED

Councillor Pearson exited at 4:06 p.m.
Councillor Pearson returned at 4:08 p.m.

BOARD REPORTS

Council Board Reports

MOTION COW 060-26
Moved by Councillor Colborne to receive the Verbal Board Reports from Council for information.

CARRIED

MOTION COW 061-26
Moved by Councillor Pearson that Council direct Administration to invite Meghan Payne from the Lesser Slave Watershed Council to the next Tri-Council Meeting.

CARRIED

MOTION COW 062-26
Moved by Councillor Snowden that Council review be conducted on Boards that have Member-at-Large at a Committee of the Whole Meeting.

CARRIED

CONFIDENTIAL
ITEMS

Closed Session

MOTION COW 063-26
Moved by Councillor Melzer to go into Closed Session at 4:45 p.m. as per Section 29 of the Access to Information Act (ATIA) with CAO Gannon, in attendance.

Section 29 – Advice from Officials

- Municipal Affairs

CARRIED

MOTION COW 064-26
Moved by Councillor Melzer to return to Open Session at 5:04 p.m.

CARRIED

ADJOURNMENT

MOTION COW 065-26
Moved by Council Colborne to at adjourn at 5:06.

CARRIED

Kevin Gannon
Chief Administrative Office

Murray Kerik
Reeve

DRAFT

MINUTES

Community Assistance Board Meeting
Municipal District of Lesser Slave River No. 124
August 12, 2026
Council Chambers

MEMBERS PRESENT	Sandra Melzer Brad Pearson Norm Seatter Lester Vanhill Richard Colborne Thomas Snowden Murray Kerik	- Division 1 (Chairperson) - Division 2 (Vice Chairperson) - Division 2 - Division 1 - Division 1 - Division 2 - Reeve
IN ATTENDANCE	Kevin Gannon Cristy Paly Shari Spencer Kristen Schalin Jeremy Dumaresque Lana McCann Marilyn Gladue	- CAO, MDLSR - Administrative Assistant, Community Services, MDLSR - Director of Field Services, MDLSR - Director of Finance, MDLSR - Director of Environmental Services, MDLSR - Municipal Clerk, MDLSR - Recording Secretary, MDLSR
CALL TO ORDER	Chairperson Melzer called the meeting to order at 1:01 p.m.	
ADOPTION OF AGENDA	August 12, 2026, Community Assistance Board Agenda <u>MOTION 039-26 CAB</u> Moved by Councillor Pearson to adopt August 12, 2026, Community Assistance Board agenda as presented.	
	CARRIED	
ADOPTION OF MINUTES	May 27, 2026, Community Assistance Board Meeting Minutes <u>MOTION 040-26 CAB</u> Moved by Councillor Colborne to adopt the May 27, 2026, Community Assistance Board Meeting Minutes as presented.	
	CARRIED	
FINANCIAL	COMMUNITY ASSISTANCE BOARD STATEMENT OF EXPENDITURES 2026 YTD Community Assistance Board Statement of Expenditures <u>MOTION 041-26 CAB</u> Moved by Reeve Kerik to receive the 2026 YTD Community Assistance Board Statement of Expenditures for information.	
	CARRIED	
COMMUNITY ASSISTANCE BOARD APPLICATIONS RECEIVED (CAB)		
	Flatbush Community Association Project Description: STARS Fundraising Event Request: \$3,500.00 RCL Flatbush Branch #137 Project Description: 90 th Anniversary Celebration Event Request: \$1,500.00	

Slave Lake Fire Fighters Society
Project Description: Annual BBQ and Christmas Gathering Events
Request: \$6,250.00

FINANCIAL **2026 YTD Family and Community Assistance Board (FCSS) Statement of Expenditure**

MOTION 042-26 CAB
Moved by Deputy Reeve Seatter to receive the 2026 YTD Family and Community Assistance Board (FCSS) Statement of Expenditures for information.

CARRIED

FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS) APPLICATIONS

Aspen View Public Schools (Smith School)
Project Description: Family School Liaison Program – Motion 1 \$19,300.48 (Sept '26 to Dec '26) and \$28,950.68 Motion 2 (Jan '27 to June '27)
Request: \$

Flatbush Silver Threads Association
Project Description: First Aid Refresher Course
Request: \$1,500.00

Smith Early Childhood Intervention Association
Project Description: Program Support
Request: \$10,540.00

Spencer, Schalin, McCann & Dumaresque exited at 1:11 p.m.

CLOSED SESSION **CLOSED SESSION Deliberation of Applications**

MOTION 043-26 CAB
Moved by Councillor Colborne to go into Closed Session at 1:11 p.m. as per Section 34 of the ATIA – Information that is or will be available to the public, with CAO Gannon, Adminstrative Assistant Paly and Recording Secretary Gladue in attendance.

CARRIED

OPEN SESSION **MOTION 044-26 CAB**
Moved by Deputy Reeve Seatter to return to Open Session at 1:34 p.m.

CARRIED

Spencer, Schalin, McCann & Dumaresque returned at 1:34 p.m.

COMMUNITY ASSISTANCE BOARD GRANT APPLICATIONS

Flatbush Community Association

MOTION 045-26 CAB
Moved by Deputy Reeve Seatter to approve Community Assistance Board funding to the Flatbush Community Association in the amount of \$3500 to support their STARS Fundraising Event.

CARRIED

RCL Flatbush Branch #137

MOTION 046-26 CAB
Moved by Reeve Kerik to approve Community Assistance Board funding to the RCL Flatbush Branch #137 in the amount of \$1500 to support their 90th Anniversary Celebration Event.

CARRIED

Slave Lake Fire Fighters Society

MOTION 047-26 CAB

Moved by Councillor Vanhill to approve Community Assistance Board funding to the Slave Lake Fire Fighters Society in the amount of \$2500 contingent that the Financial Statement be submitted for the Annual BBQ and to re-apply to Community Assistance Board for the Christmas Gathering Events with all required documentation.

CARRIED

FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS) APPLICATIONS

Aspen View Public Schools (Smith School)

MOTION 048-26 CAB

Moved by Reeve Kerik to approve Family and Community Support Services funding to the Aspen View Public Schools (Smith School) in the amount of \$19,300.48 (September – December 2026) to support their Family School Liaison Program.

CARRIED

MOTION 049-26 CAB

Moved by Reeve Kerik to approve Family and Community Support Services funding to the Aspen View Public Schools (Smith School) in the amount of \$28,950.68 (January – June 2027) to support their Family School Liaison Program.

CARRIED

Flatbush Silver Threads Association

MOTION 050-26 CAB

Moved by Councill Vanhill to approve Family and Community Support Services funding to the Flatbush Silver Threads Association in the amount of \$1500 to support their First Aid Refresher Course.

CARRIED

Smith Early Childhood Intervention Association

MOTION 051-26 CAB

Moved by Deputy Reeve Seatter to approve Family and Community Support Services funding to the Smith Early Childhood Intervention Association in the amount of \$8300 to support their Program.

CARRIED

ADJOURNMENT

MOTION 052-26 CAB

Moved by Councillor Vanhill to adjourn the Community Assistance Board meeting at 1:41 p.m.

CARRIED

NEXT MEETING

October 2026

Chair
Sandra Melzer

Chief Administrative Officer
Kevin Gannon

**Lesser Slave River****Request for Decision**

Title:	Smith Road Closures
Date:	August 26, 2026
Prepared By:	Shari Spencer
Attachments:	N/A

Proposed Motion	<i>That the Committee of the Whole receive the Smith Road Closures report for information.</i> <i>That the Committee of the Whole direct Administration to bring forward a recommendation to a future Regular Council meeting regarding options for a 2027 Culvert Maintenance Expansion pilot program, including anticipated staffing, permitting, equipment, and 2027 budget impacts.</i> <i>That the Committee of the Whole direct Administration to bring forward a recommendation to a future Regular Council meeting regarding advocacy opportunities (i.e.: Pembina Zone 3) to streamline environmental permitting and engineering requirements for municipal bridge culvert and watercourse crossing projects.</i>
Administration's Recommendation(s)	<i>As proposed.</i>

BACKGROUND:

Council requested an update about several road closures in the Smith area including:

- Fish Creek Road
- Township Road 713 in Hondo
- Forest View Road

Spring runoff was very high and late in the season this year, due to the extreme winter conditions experienced. Late May and all of June had high levels of precipitation, which when coupled with high levels of beaver activity, resulted in multiple washouts of local roads. Due to the nature of the Environmental Protection Act (EPA), Water Act (WA) and Oceans and Fisheries regulations, it was not as simple as responding to the incident. In cases where Administration can make an argument that it is an emergency, (residents are stranded or there is an unreasonable detour length) we are able to respond immediately. Unfortunately, with the locations listed above this was not the case.

Township Road 713 in Hondo was washed out due to beavers deflecting the established drainage patterns North of Highway 2A. Instead of the water draining through the established drainage infrastructure on Highway 2A and Municipal Roads it came down through private and crown land and washed down Township Road 713. The beaver activity was on Crown Land, and this required a Temporary Field Authorization and a Damage Control License to control the beaver situation. This had to be done before road repairs could be undertaken, otherwise the same issue would repeat itself. This was done through June and July, and the road was repaired in mid-August and reopened.

Fish Creek Road and Forestview Road have been historical issues for several years. Administration reached out to a local environmental firm to determine and procure the appropriate water act approvals as they are both potentially on "Class C" waterways. To do this, the MD was required to have an engineer determine the appropriate sizing for these

culverts through hydrology and peak flow rates. In both cases it has been determined that these culverts should actually be bridge pipes similar to the one recently replaced on Ranch Road.

The regulatory framework set out by the provincial and federal governments makes it difficult to quickly reopen roads where detours are readily available. Climate change, beaver activity and other environmental changes make water levels fluctuate dramatically throughout the season and year to year. More and more sites are requiring bridge culvert pipes, which under provincial law need to be engineered structures. This will increase the cost and time to replace them. Regardless of the size there are still regulatory permits and permissions that need to be obtained which may include Water Act Code of Practice Notification, Public Lands Act Notification, Qualified Aquatic Environment Specialist (QAES) Assessment, Utility Agreements, Alberta One Call, Migratory Bird Sweeps, Wildlife Assessments, Damage Control Licenses, TFA's, and Historical Site Clearances. This is both costly and time consuming to the organization. In addition to the roads that were identified by the council request, Administration is currently assessing, monitoring or have active closures on the following sites

- Otter Creek km. 9.5 (monitoring)
- Otter Creek km. 19 (monitoring)
- Riverbend Road (Closed)
- Township 650 (monitoring, permits have been obtained for short term work)
- Range Road 270 (monitoring)
- Township Road 660 (monitoring, minor repairs planned)
- Flattop Road (monitoring, some minor repairs planned)
- Range Road 21 (monitoring)
- Chain Lakes Road (monitoring)

ALTERNATIVE OPTIONS:

Council has several considerations to make:

- In some cases, there are alternative routes that may be considered reasonable alternatives. Administration has developed a tool to weigh the length of the detour, number of residents impacted, number of alternative routes to determine a risk rating in each scenario. This can then be evaluated against the replacement cost and in some cases, council may determine it to be in the best interest of the municipality to close the road.
- We are not the only municipality facing this problem. At the 2026 Spring Rural Municipalities of Alberta Convention, The Municipal District of Bonnyville put forward a resolution requesting that the Alberta Government increase the threshold of bridge culverts from 1500 mm to 3000mm. This will reduce some of the burden, but it still falls short of solving the problem. While it removes the need to have an engineer design the crossing, it also removes a funding stream for existing bridge culverts under 3000 mm. Environmental permitting is still required whether the file is a bridge file or not. Further lobbying to reduce or streamline the environmental permitting process would be invaluable across the province and may be something council would like to raise at Pembina Zone, RMA or with the Minister of Environment and Parks.
- Currently the MD budgets \$500,000 per year for culvert repairs and beaver control. This amount includes supplies, contracted equipment, permitting and some internal wages. In dry years, this is more than enough, however in budget, council may want to discuss a more proactive approach to culvert maintenance. This could include internal staff that assess, monitor and repair culverts to extend their life and identify issues before major washouts happen. Currently, this is done on an "as available" basis during slow periods, however the municipality has over 2500 culverts, and is not possible within the current staffing contingent. However, it could be done for a minimal cost, perhaps as a pilot program, and may at least identify problems before there are major issues.

BENEFIT/RISKS:

While no one would like to see roads closed, unfortunately council may have to make some difficult decisions. In a circumstance like Fish Creek Road, there are no residents along the road, and Ranch Road provides a reasonable alternative route for traffic, it may not be feasible to install a \$450,000 bridge culvert when the road could be closed and reclaimed for \$50,000. (These are figurative numbers, for discussion purposes, not exact quotes) Emergency

egress needs to also be considered as well, if an area is reduced to a one way in/ one way out it may create issues in the future, thus the development of a tool to assess acceptable levels of risk to help council make case by case decisions. This would be brought forward as a policy in the fall of 2026, if council would like to pursue this direction.

Lobbying at higher levels of government and in partnership with neighboring municipalities will give greater weight to the issue. It will also bring the issue to the attention of residents and stakeholders which will bring even more awareness to the problem. While environmental stewardship is important, perhaps there is a way to streamline the process with a single point of approval, as opposed to many separate ones.

A proactive approach instead of the current reactionary approach has almost always been found to be cheaper and more efficient. By including a pilot program in the 2027 operational budget, the organization can show that we are trying to get ahead of the issue and we are allotting the required resources. If the program were to increase to \$750,000 the increase would still be less than the installation of one bridge culvert.

STRATEGIC ALIGNMENT:

The proposed actions align with good environmental stewardship, emergency access requirements, and fiscal responsibilities of council.

FINANCIAL IMPLICATION:

The financial implications are still being evaluated for the “pilot program” and a Culvert Maintenance and Replacement Policy.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

N/A

Prepared By: Shari Spencer, Director of Field Services

Reviewed By: Cody Borris Transportation & Facilities Manager, Lana McCann, Municipal Clerk/Marilyn Gladue, Executive Assistant

Approved By: Shari Spencer, Acting Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Joint Use and Planning Agreement – Aspen View Schools
Date:	August 26, 2026
Presented By:	Lana McCann
Attachments:	Draft Agreement

Proposed Motion	<i>Move that Committee of the Whole refer the JUDA Agreement with Aspen View Schools to the Chief Administrative Officer to review and finalize the agreement on behalf of the municipality.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

A JUPA must establish how the municipality and school board will work together on long-term planning and development and the use of school sites and school facilities, municipal facilities, and playing fields on municipal reserve and school reserve lands.

Most municipalities must complete a JUPA ***even if no school is physically located within their boundaries***, so long as they have a student population served by the school board.

Aspen View Schools has reached out with a draft (attached) to begin the process for the required JUPA Agreement.

Municipalities are required to enter into JUPAs with school boards operating within their municipal boundaries. This requirement also applies to any other school board that may commence operations in the future. s.670.1(1),(2)

A JUPA must establish a process for discussing:

- the planning, development and use of school sites on MR, SR and MSR land in the municipality;
 - the transferring of MR, SR and MSR land between a municipality and a school board (s.672, s.673 of the MGA);
 - the disposal of school sites;
 - the servicing of school sites on MR, SR and MSR land; and
 - the use of school facilities, municipal facilities and playing fields on MR, SR and MSR land, including the maintenance of facilities and fields and the payment of fees and other liabilities associated with them.
- s.670.1(3)(a)(i)-(v)

A JUPA must also:

- outline how a municipality and school board will work collaboratively;
- establish a dispute resolution procedure; and
- establish a timeframe for regular review of the agreement. s.670.1(b)-(d)

Municipalities and school boards who have existing Joint Use Agreements in place should review their agreements to ensure that they meet the JUPA requirements set out in the MGA.

JUPAs will be reported on as part of the municipal Statistical Information Return.

The Ministers of Municipal Affairs and Education have the authority to extend the three-year timeline requirement for entering into a JUPA.

ALTERNATIVE OPTIONS:

No alternative options at this time.

BENEFIT/RISKS:

In compliance with Legislative requirements.

STRATEGIC ALIGNMENT:

Municipalities are required to enter into JUPAs with school boards operating within their municipal boundaries. This requirement also applies to any other school board that may commence operations in the future. s.670.1(1),(2)

Joint use and planning agreements (JUPAs) are a formal partnership between a municipality and a school board to enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land. More than one municipality or school board may be a party to a JUPA.

FINANCIAL IMPLICATION:

None.

OTHER CONSIDERATIONS:

Minister of Municipal Affairs announced a one-year extension for municipalities and school boards to have a joint use and planning agreement (JUPA) in place. The deadline was June 10, 2026.

COMMUNICATION STRATEGY:

Commence the process of reviewing agreement with Aspen View School.

RELEVANT LEGISLATION:

MGA: s.670.1, s.672, s.673

Education Act: s.53.1

MGA: Joint Use and Planning Agreements Regulation 110/2025

Prepared By: Lana McCann, Municipal Clerk
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Shari Spencer, Acting CAO

MD OF LESSER SLAVE RIVER AND ASPEN VIEW PUBLIC SCHOOLS JOINT USE AND PLANNING AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2026.

BETWEEN:

MD OF LESSER SLAVE RIVER (of the First Part)
3000 15th Ave Southeast, Slave Lake, AB, T0G 2A0

AND

ASPEN VIEW PUBLIC SCHOOLS (of the Second Part)
1 University Drive, Athabasca AB, T9S 3A3

WHEREAS:

The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

It is the responsibility of the municipality to plan, develop, operate and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreational programs; and

It is the responsibility of the school board to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

The joint use of municipal facilities and school board facilities is an important tool in providing educational, cultural, municipal and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby making the most effective use of the limited economic resources of the municipality and school board; and

The *Municipal Government Act* allows the municipality to obtain municipal reserve (MR), school reserve (SR) or municipal and school reserve (MSR) as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school board; and

The *Municipal Government Act* and the *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands;

NOW THEREFORE IN CONSIDERATION of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve and municipal and school reserve lands the parties agree as follows:

1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) **"Agreement"** means this Agreement, as amended from time to time, and any Schedules which are attached hereto and which also may be amended from time to time.
- b) **"Arbitration Act"** means the *Arbitration Act*, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) **"Area Structure Plan"** means an area structure plan adopted pursuant to the *Municipal Government Act* and providing direction for land uses for a defined area within the Municipality.
- d) **"Board"** means the Public Board.
- e) **"Calendar Day"** means any one of the seven (7) days in a week.
- f) **"CAO"** means the Chief Administrative Officer of a Municipality.
- g) **"Community Use"** means use by members of the general public and not a User Group.
- h) **"Council"** means the municipal council of a Municipality.
- i) **"Education Act"** means the *Education Act*, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- j) **"Effective Date"** means June 9th, 2023.
- k) **"Facility Plans"** means the capital plan and facility plan prepared the Board for approval by the Alberta Government.
- l) **"Facility Scheduling Coordinator"** means for the Municipality the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Municipality and for the Board the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Board.
- m) **"Governing Committee"** means the committee which includes elected officials as established under this Agreement.
- n) **"Hazardous Substance(s)"** means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.

- o) **"Joint Use Space"** means those portions of a Municipal Facility or School identified in Schedules "A" and "B" as being available for booking by the Parties or User Groups or for Community Use.
- p) **"Municipality"** means the municipal corporation of MD of Lesser Slave River, or any of their predecessors, or, where the context so requires, the area contained within the boundaries of the Municipality.
- q) **"Municipal Development Plan"** means a municipal development plan adopted pursuant to the *Municipal Government Act* and providing direction for future land uses within a Municipality.
- r) **"Municipal Facility"** means a park, playground, playing field, building or part of a building owned, maintained and operated by the Municipality and includes those facilities identified in **Appendix "A"**.
- s) **"Municipal Government Act"** means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.
- t) **"Operating Committee"** means the committee which is comprised of the CAO and Superintendent as established under this Agreement.
- u) **"Parties"** means the entities signing this Agreement collectively and Party shall mean one (1) of the signatories.
- v) **"Public Board"** means The Aspen View School Division and any successor board or authority.
- w) **"Reserve Land"** means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- x) **"School"** means a building which is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board and includes those facilities identified in **Appendix "B"**.
- y) **"School Portion"** means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- z) **"Superintendent"** means the chief executive officer the Board.

- aa) **"User Group"** means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.

2) SCHEDULES

The following is the list of Schedules to this Agreement:

Appendix "A" – Municipal Facilities available for Joint Use

Appendix "B" – School Board Facilities available for Joint Use

Appendix "C" – Joint Use Times

Appendix "D" – Operating Guidelines

Appendix "E" – School Site Planning Guidelines

Appendix "F" – Dispute Resolution Process

3) TERM, REVIEW AND AMENDMENT OF AGREEMENT

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is terminated by the Parties.
- b) The terms and conditions of this agreement shall be **reviewed every five (5) years** with the first such review scheduled in 2028. The review shall be undertaken by the Operating and Governance Committees. Following the review, the Governance Committee shall recommend how the agreement should be amended.
- c) Except as provided otherwise herein, this Agreement shall not be modified, varied or amended except by the written agreement of all of the Parties.

4) WITHDRAWAL AND TERMINATION

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.
- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.
- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within 30 calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.

- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

5) PRINCIPLES

The Parties agree that in entering into this Agreement they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

Respect for Autonomy - Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Board and Municipal Council believe to be in the best interests of the people they serve.

Cooperation and Partnership - The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

Efficiency and Effectiveness - The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby saving costs and making the most effective use of the limited economic resources of the Parties.

Fairness and Equity - The costs of providing joint use space are to be borne fairly and equitably by the Parties with the intent of keeping costs charged to the other Parties or public users of Joint Use Space to a minimum.

Transparency and Openness - The Parties shall make available to each other such information as is necessary to make this agreement successful.

6) CONSULTATION WITH OTHER MUNICIPALITIES

- a) The Parties acknowledge that the Schools that are available as Joint Use Space may be accessed by community groups, residents and user groups that are located or reside outside the Municipality in accordance with a Joint Use and Planning Agreement with other municipalities.
- b) The Parties further acknowledge that the Schools that are currently located within the Municipality have been designed, built and funded for and by ratepayers within the Municipality's boundaries and ratepayers beyond the Municipality's boundaries.
- c) In lieu of a single agreement involving participation by all of the municipalities in which the Board operates, the Parties agree to consult and involve other municipalities that are served by the same Board on an issue by issue basis as needed to share access to the

Schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.

- d) When consultation with one or more municipalities that are not Party to this agreement is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board and the other municipalities.

7) MEETING OF COUNCIL AND BOARD

- a) Council of the Municipality and the members of the Boards shall meet **at least every four (4) years** to discuss issues of mutual interest.
- b) Each meeting shall be chaired by a Chief Elected Official or the Chairperson of the Board on a rotational basis. Secretarial support shall be arranged for the meeting by the Party that is chairing that meeting.
- c) Any Party can submit an item to be included on the agenda for the meeting provided it is given to the Party chairing the meeting **at least 5 calendar** days prior to the date of the meeting. It is intended that the topics explore high level considerations to assist the Governing Committee in more detailed discussions.
- d) Minutes shall be kept for all meetings of Council and the Board. Copies of the minutes of a meeting shall be provided to all Parties **within 14 calendar days** of the date of the meeting.

8) GOVERNING COMMITTEE

Membership

- a) The Governing Committee shall consist of one (1) Council member from each municipality and their CAOs or their designate, and one (1) Board members and the Superintendent or their designate from the Board.
- b) The CAO and Superintendent may be accompanied by administration, staff and/or resource personnel as deemed necessary by the CAO or the Superintendent.

Frequency of Meetings

- c) The Governing Committee shall meet on an *"as needed"* basis.

Roles

- d) The role of the Governing Committee shall be to provide recommendations to the Council and Board regarding:
 - i) Reviews of this Agreement and proposed amendments to this Agreement from time to time; and

- ii) Resolution of any issues or matters of disagreement that arise.
- e) Meetings of the Governing Committee shall be considered in-camera to encourage and facilitate frank and open discussion. All decisions of the Governance Committee shall require the consensus of its members.

Quorum

- f) Quorum of the Governing Committee shall consist of at least two representatives from each Party attending each agreed upon meeting. The Governing Committee may adopt such rules of procedure as may be agreed upon by its members.

9) OPERATING COMMITTEE

Membership

- a) The Operating Committee shall consist of each of the CAOs (or their designate) of the Municipalities and the Superintendent (or their designate) of the Board.

Roles

- b) The Operating Committee shall oversee the operation of this Agreement.
- c) The role of the Operating Committee shall be to:
 - i) formulate policy recommendations related to joint use of Municipal and School Facilities for consideration by Council and the Board;
 - ii) provide a forum to discuss issues of mutual interest related to joint use and formulate recommendations regarding amendments to this Agreement, including the Operating Guidelines, for consideration by Council and the Board;
 - iii) formulate and approve Operating Directives, based on the Operating Guidelines, for specific facilities and types of use as needed;
 - iv) review any approved Operating Directives on an annual basis;
 - v) provide a forum for the operational concerns of the Parties to be discussed;
 - vi) consult with and provide a forum through which the public can express concerns or opinions with respect to the operation or use of Joint Use Space, the Operating Guidelines and Operating Directives;
 - vii) where possible, resolve or recommend solutions to resolve day to day operational concerns or difficulties related to the use of Joint Use Space by the Parties or the public;
 - viii) review the Facility Plans of the Board annually;

- ix) review any proposed amendments or updates of the Municipality's Municipal Development Plan and Area Structure Plans and Concept Plans to ensure the proposed plans or amendments reflect the identified and projected needs of the Parties;
- x) determine how available or proposed school sites are allocated based on the annual review of the updated Facility Plans of the Board;
- xi) develop a draft agenda for any meeting of the Council and the Board or the Governing Committee; and
- xii) undertake a formal review of this Agreement as and when required and communicate their findings of the review to the Governing Committee.

Frequency of Meetings and Procedures

- d) The Operating Committee shall meet at least once a year and may meet more frequently if required.
- e) Meetings of the Operating Committee may be in person or conducted by telephone or video conferencing.
- f) The meetings shall be chaired by a CAO/Superintendent or their designate on a rotational basis. Secretarial support for each meeting shall be arranged by the chairing CAO/Superintendent.
- g) The Operating Committee shall adopt such rules of procedure as may be agreed upon by its members.
- h) All decisions of the Operating Committee shall require the consensus of its members. In the event that the Operating Committee cannot reach a consensus on the issue, the matter shall be referred to the Governance Committee for resolution or direction as to how the matter should be resolved.
- i) Minutes shall be kept for all meetings of the Operating Committee. Copies of the minutes of the meetings shall be provided to all Parties.
- j) Members of the Operating Committee may bring to the meetings of the Operating Committee additional staff from the Municipality and/or the Board or resource personnel, as necessary, to provide assistance to the members of the Operating Committee in the carrying out of their responsibilities under this Agreement.
- k) The Operating Committee may delegate any of its responsibilities to a subcommittee or subcommittees.

10) JOINT USE SPACE

- a) The Municipality shall make available, to the Board, those Municipal Facilities identified as Joint Use Space in **Appendix "A"**.
- b) The Municipality shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- c) The Board shall make available, to the Municipality and community groups, those portions of Schools identified as Joint Use Space in **Appendix "B"** respectively.
- d) The Board shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- e) The Parties shall not allow Joint Use Space to be used by groups or individuals during the Joint Use Hours identified in **Appendix "C"** unless such use respects the Operating Guidelines, and any applicable Operating Directive(s), in effect from time to time.
- f) The CAO may, **upon three (3) months written notice** to the Board, amend **Appendix "A"** to either add to or remove from the list of Joint Use Space provided by the Municipality, all, or any portion of a Municipal Facility.
- g) The Superintendent of the Board may, **upon three (3) months written notice** to the Municipality, add to or remove from the list of Joint Use Space provided by the Board, all, or any portion of one or more of their Schools.
- h) Notice of the removal of all or any portion of a Joint Use Space from the list of Joint Use Space available shall include a written explanation as to why the specific Joint Use Space will no longer be available for use. The Parties agree that the written explanation shall be shared with the public.
- i) Notwithstanding any other provision in this Agreement or its Schedules, the Principal of a School or the respective manager of a Municipal Facility, shall be able to determine if a particular use will be allowed to occur in their School or Facility.
- j) Appeals from a refusal by a Principal or manager of a Municipal Facility to allow a particular use within their School or Municipal Facility shall be made:
 - i) in the case of a School, first to the Principal's Superintendent and thereafter to the Board; and
 - ii) in the case of a Municipal Facility, first to the CAO and thereafter to Council.
- k) Notwithstanding any other provision in this Agreement, the Municipality and/or the Board may remove from the list of Joint Use Space any facility or portion of a facility,

either on a permanent or temporary basis, if the facility or portion of a facility is needed by the Party to meet its responsibilities or to provide services or programs to its constituents.

11) OPERATING GUIDELINES FOR JOINT USE SPACE

The Parties hereby agree to be bound by and comply with the Operating Guidelines which are attached to this Agreement as Schedule "F".

12) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES

- a) The Board shall communicate their need to construct a new school that is to be located within the Municipality or intended to serve residents of the Municipality, to the Municipality as early as possible.
- b) The decision of where and when to propose construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the respective Board.
- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) The Municipality shall, to the best of their ability given the constraints of the *Municipal Government Act*, the evolving nature of information as to the needs of the Parties, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Board.
- e) The Municipality shall use their Municipal Development Plan to identify the number, general size and location of existing and future school sites.
- f) In determining the number, location and size of school sites to be identified, the Municipality shall follow the School Site Planning Guidelines outlined in Schedule "G". The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan or Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.
- g) There shall be no pre-allocation of School sites to the Board nor shall School sites be identified as available to only one Board (if multiple Boards operate within the Municipality) in the Municipal Development Plan, Area Structure Plan or Concept Plan.
- h) Allocation of an available school site shall be made by the Operating Committee once the need to construct a new school has been identified. If construction on an allocated site

has not commenced within three (3) years of the site being allocated to a Board, the site shall be considered available for allocation to another Board.

- i) If there are competing claims between two (2) or more Boards for one available school site, the Boards shall, at their own cost, resolve the question of site allocation between themselves.
- j) The Municipality shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality are subdivided to provide School sites in accordance with the Municipal Development Plan or Area Structure Plan or Concept Plan. The Municipality shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use of other resources at its disposal to acquire a School site shall be at the sole discretion of the Municipality.
- k) The Boards acknowledge that Reserve Land dedication at the time of subdivision is also used to address the open space needs of the Municipality and the amount of land or money-in-lieu of land dedication shall be divided between the need for School sites and the open space plans of the Municipality.
- l) The Municipality may collect money-in-lieu of land dedication at time of subdivision in accordance with the policies of the Municipality. All money-in-lieu of land dedication shall be paid to the Municipality. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of the Municipality.
- m) In the event that a School site is required prior to a planned site being created through the subdivision process, the Municipality shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board requiring the School site may assist the Municipality; however, in all dealings with the owner(s) of the land, the Municipality shall be present and lead the discussions.

13) SERVICING AND DEVELOPMENT OF SCHOOL SITES

- a) All School sites shall be serviced to the property line prior to transfer to a Board.
- b) The services to be provided include, but are not limited to: water, wastewater, storm drainage, power, natural gas, telecommunications, roads and sidewalks.
- c) Where one or more services are not available at the property line of the School site, the Municipality shall provide the services subject to the legal and financial ability of the Municipality to do so.

- d) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

14) FACILITY AND SITE SPECIFIC AGREEMENTS

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility.
- b) The agreement shall address:
 - i) The broad purpose and parameters of the partnership that is being created;
 - ii) The nature of the site and/or facilities that are involved;
 - iii) The financial or in kind contributions to be made by each of the Parties;
 - iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations;
 - v) Capital cost and operating cost sharing arrangements and responsibilities between the Parties; and
 - vi) A process for dissolving the partnership, disposing of the site or retiring the facility.

15) TRANSFER OF SCHOOL SITE

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserve and be owned by the Municipality.
- b) The Municipality shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a Board once:
 - i) The Board has an identified need for the School site;
 - ii) The Board has approval of the funding for the design of the School on the site;
 - iii) The Board has applied for a development permit for the School and has submitted a site plan and building plans to the Municipality; and
 - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as school reserve with Land Titles.

- d) All costs associated with the transfer of the School Portion to a Board shall be paid by the Municipality. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

16) DISPOSAL OF UNNEEDED SCHOOL SITES

- a) In the event that undeveloped Reserve Land is not needed by the Board, the Board shall first offer to transfer the Reserve Land back to the Municipality unless the Board is prohibited from so doing by the Education Act or other legislation
- b) The Municipality shall have one hundred and eighty (180) calendar days from the Board notifying the Municipality in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide to the Municipality all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to the Municipality is made. The Municipality shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purposes of carrying out any required assessments, tests and studies.
- c) If the Municipality opts to acquire the undeveloped Reserve Land, the Municipality shall take the Reserve Land as is, where is. The Reserve Land shall be transferred to the Municipality at no cost to the Municipality except for the cost of registering the transfer of land document.
- d) If the Municipality opts to acquire the Reserve Land and the land has Board facilities on it, the Municipality shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land. The Reserve Land shall be transferred to the Municipality, at an agreed upon cost, to the Municipality.
- e) In the event that the Municipality elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:
 - i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or
 - i) ii) Subdividing the playfields or open space portion of the site from the School Portion to enable the Municipality to acquire the non-School Portion and sale of the School Portion.

17) DISPUTE RESOLUTION

- a) Operational issues shall be addressed initially by administrative staff of the respective facilities. In the event that the administrative staff is unable to resolve an operational issue then such issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.

- b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule “F” for non-operational disputes.

18) APPLICABLE LAWS

This Agreement shall be governed by the laws of the Province of Alberta.

19) INTERPRETATION

- a) Words expressed in the singular shall, where the context requires, be construed in the plural, and vice versa.
- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

20) TIME OF THE ESSENCE

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either the Municipality or the Board is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the Municipality and the Board.

21) NON-WAIVER

The waiver of any covenants, condition or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition or provision hereof shall in no way affect such Party's right thereafter to enforce such covenant, condition or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

22) NON-STATUTORY WAIVER

The Municipality in entering into this Agreement is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipality of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. The Municipality, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Municipality, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

The Board in entering into this Agreement is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a school board and as the officers, servants and agents of a school board.

23) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court of competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

24) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from:
 - i) an inability to obtain materials, goods, equipment, services, utilities or labour;
 - ii) any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties;
 - iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so;
 - iv) a strike, lockout, slowdown, or other combined action of works;
 - v) an act of god.
- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

25) INSURANCE

In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or death, and when applicable, course of construction insurance in an amount to be determined based on the value of the anticipated construction project, as would be placed by a prudent contractor. The comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interests' clause or a cross liability clause.

26) INDEMNIFICATION

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

27) NON-ASSIGNMENT OR TRANSFER

No Party may assign, pledge, mortgage or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge or encumbrance contrary to the provisions hereof is void.

28) SUCCESSORS

The terms and conditions contained in this Agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the Municipality and the Board.

29) NOTICES

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendent using the mailing address for their respective offices as shown below:

MD OF LESSER SLAVE RIVER
3000 15th Ave Southeast, Slave Lake, AB, T0G 2A0

ASPEN VIEW PUBLIC SCHOOLS
1 University Drive., Athabasca, Alberta, T9S 3A3

Email notification to the CAO or Superintendent may also be used to provide written notices required or described in this Agreement.

IN WITNESS WHEREOF the Parties execute this Agreement by the hands of their respective, duly authorized signatories:

MD OF LESSER SLAVE RIVER

MURRAY KERIK , REEVE

KEVIN GANNON, CAO

ASPEN VIEW PUBLIC SCHOOLS

CANDYCE NIKIPELO, BOARD CHAIR

CONSTANTINE KASTRINOS, SUPERINTENDENT

Appendix “A” – Municipal Facilities Available for Joint Use

Name of Facility	Legal Description of Parcel(s) Containing Facility	Description of Facility and Amenities

Appendix “B” – School Board Facilities Available for Joint Use

Name of School	Legal Description of Parcel(s) Containing School	Description of Facility and Amenities
Smith School	SW 23-71-1-5 in the Hamlet of Smith	Gym, meeting room, parking (for event only) playground and field.

Unless specifically noted otherwise, Joint Use Space shall only include gymnasiums. Regular classrooms, library space, music rooms, drama rooms, technology rooms and other specialized classrooms shall not be included as Joint Use Space unless listed in the table above.

Appendix “C” – Joint Use Times

Facility Type	Available Times
Smith School	Monday through Friday between 16:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00

School Buildings shall not be available on Statutory Holidays, School breaks (including the months of July and August), District closures and annual maintenance shutdowns. Board use of Municipal Facilities is limited to Monday through Friday between September and June inclusively.

Community use of School Facilities outside of Joint Use Hours may be considered through special request.

School use of Municipal Facilities during July and August for Summer School Sessions shall be considered based upon the availability of the facility.

From time to time, it is understood the Schools will be unavailable due to them becoming polling stations for provincial or federal elections.

Appendix “D” – Operating Guidelines for Joint Use Space

User Group Eligibility

To be eligible to use a Joint Use Space in a School, a user group must:

- Provide a current membership roster to the Facility Scheduling Coordinator
- Satisfy the Facility Scheduling Coordinator that at least seventy-five (75) percent of the members of the group or participants are residents of the Municipality or another Municipality served by the School Board that owns the facility to be booked
- Engage in activities that are recreational, cultural or educational in nature
- If it is a political group, be a locally based affiliate of a registered provincial or federal party or be for the purpose of local government
- Be non-profit
- Undertake, in writing, to have their members and participants uphold the rules and regulations of these Operating Guidelines

To be eligible to use a Municipal Facility that is a Joint Use Space, a User Group must be affiliated with a school or a program or event offered by a school that is located within the geographic boundary of the Municipality and their Board must be party to this agreement.

A User Group may be barred from using Joint Use Space if:

- The group has failed to pay fees related to the group’s prior use of any Joint Use Space
- The group has failed to provide the required insurance
- The group has failed to pay for damages which occurred as a result of the group’s prior use of any Joint Use Space
- The past conduct of the group, or members of the group or invited participants, during the use of Joint Use Space was, in the opinion of the Principal, Facility Manager, or Facility Scheduling Coordinator inappropriate, or not in keeping with the rules and regulations of the Joint Use Space that was booked, or, if repeated, would be likely to cause damage to the Joint Use Space

In the case of a School, any user group that is barred from the use of Joint Use Space may appeal the decision first to the Principal’s Superintendent and thereafter to the appropriate Board. In the case of a Municipal Facility, a barred User Group may appeal first to the CAO and thereafter to Council.

Insurance Coverage

In addition to any other form of insurance a User Group may reasonably require for risks against which a prudent user under similar circumstances and risk would insure, a User Group shall be required to carry General Liability Insurance naming the Municipality and the Board in whose building or on whose land they are conducting their activities as additional insureds.

The minimum insurance requirement shall be \$2 Million.

Booking Joint Use Space

Booking the use of Joint Use Space within Schools by User Groups shall be made through the Facility Scheduling Coordinator for the School.

Booking School use of Municipal Facilities identified as Joint Use Space shall be made through the Municipality's Facility Scheduling Coordinator.

Cancellation of Bookings

A booking for use of Joint Use Space within a School may be cancelled at any time by the School principal. The principal shall provide as much notice as reasonably possible to the Facility Scheduling Coordinator of the cancellation. The Facility Scheduling Coordinator shall notify the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within a School at any time with notice to the Facility Scheduling Coordinator of the respective Board.

A booking for use of Joint Use Space within Municipal Facilities may be cancelled at any time by the Facility Scheduling Coordinator. The Facility Scheduling Coordinator shall provide as much notice as reasonably possible to the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within Municipal Facilities at any time with notice to the Facility Scheduling Coordinator.

If the scheduled use required specially trained or technical staff to be available, the User Group may still be charged for such services if the cancellation is made by the User Group less than seventy-two (72) hours before the scheduled booking.

Fees for Joint Use Space

Fees charged to any Party to this Agreement or to any User Group for the use of Joint Use Space within Joint Use Hours shall be limited to:

- The use of specialized equipment
- Wear and tear on the facility and/or equipment
- The provision of specially trained or technical staff (e.g. swimming lesson instructors or lifeguards)
- Any additional janitorial or custodial services related to the use of the Joint Use Space
- The provision of supervisory staff or hosts related to the use of the Joint Use Space

Fee schedules will be updated annually by the Board and Council respectively for the joint uses and the following paragraphs provide additional information to the points listed above.

Equipment

The right to use Joint Use Space includes the right to, within a gymnasium space, make use of badminton, pickleball and volleyball posts and basketball hoops. The right to use Joint Use Space does not include the right to use score clocks or other specialized equipment. Any and all equipment required by a User Group must be requested at the time of booking.

Custodial Responsibility and Building/Facility Maintenance Responsibility

The respective School Board shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by that Board.

The Municipality shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by the Municipality.

Damages to Joint Use Space

For Joint Use Space in a School, the Municipality shall be responsible for the recovery of costs to repair damage that occurred in Joint Use Space during the use of that space by a User Group that is not affiliated with the respective Board that owns the facility that was damaged.

For Joint Use Space in a Municipal Facility, each Board shall be responsible for damage occurring in Joint Use Space during the use of that space by their respective Schools.

Playing Fields and Playgrounds

For the purposes of this section, the following definitions shall apply:

“Playfield or Playing Field” means a designated outdoor playing area designed for various sports and includes rectangular turf fields and ball diamonds.

“Playfield Maintenance” means the regular mowing, fertilizing, and lining of playfields.

“Playground” means an area designed for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

“Refurbishment” means to aerate, top dress and over seed taking the playfield off-line for a 12-month period.

“Re-development” means the stripping and grading of the playfield to reshape the grade and/or the complete replacement of the topsoil, finished surface (seed/sod/shale) and the replacing of goal posts or back fields. Redevelopment would anticipate the closure of the playfield for up to two years.

Maintenance of playing fields on Municipal lands shall be the responsibility of the Municipality and maintenance of playing fields on School lands shall be the responsibility of the respective Board. The Parties agree to ensure that field markings are in place at the commencement of the spring/summer

season. The Board will not be responsible for field markings that are not required for the School to perform its function. Additional field markings will not be provided by the School.

Each Party shall perform regular assessments on playfield conditions to determine short term and long term maintenance, or as appropriate, refurbishment required for each playfield. The Parties shall advise each other of any major refurbishment or redevelopment of playfields.

Each Party shall be responsible for the development of playing fields, including the construction of soccer pitches and softball or baseball diamonds, located on their respective lands.

Upgrades to playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board and all costs of maintaining the upgraded playing field shall be paid by the Board.

Maintenance of playgrounds shall be the responsibility of the Party upon whose lands the playground is located. Maintenance of playgrounds does not include or guarantee replacement of the playground.

Despite the identity of the Party that funded or installed a playground, the Party upon whose land it is located shall at all times have the right to remove the playground if ongoing maintenance of the playground is unwarranted due to safety concerns, or because of costs associated with ongoing maintenance. The replacement of the playground is at the sole discretion of the Party upon whose land it is located.

Appendix “E” – School Site Planning Guidelines

The parameters contained in this Schedule shall be applied when planning future school sites in a Municipality’s Municipal Development Plan, Area Structure Plan or Concept Plan.

Size of Site

The size of school sites to be included in the Municipality’s plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used by each Board.

For the Public Board the following guidelines apply:

School Type	Grade Configuration	Design Capacity (Number of Students)	Land for School Portion	Land for Playing Fields	Total Land Needed
Elementary	K-3, K-4, K-5	400 to 600	4 to 5 acres	6 to 7 acres	10 to 12 acres
Elementary/Middle	K-8	500 to 800	5 to 6 acres	7 to 8 acres	12 to 14 acres
Middle	6-8	500 to 600	5 to 6 acres	7 to 8 acres	12 to 14 acres
Junior/Senior High	7-12	500 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres
High School	10-12	400 to 1000	7 to 8 acres	13 to 14 acres	20 to 22 acres
K to 12 School	K-12	600 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be of adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two quarter sections to create a larger, shared site for two schools. For example, two elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate sites.

Where possible sites for high schools shall be created using reserve dedication; however, acquisition of additional land will likely be needed to create the size of site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

Site Shape and Configuration

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g. 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas or narrow spaces shall be avoided.

Frontage along a Public Street

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

Accessible to Several Modes of Travel

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

Site Topography and Soil Conditions

Each school site shall have geo-technical and topographic conditions that are suitable for the construction of a large building. This includes suitable soil conditions for foundations, no known contaminants and generally level terrain.

Flexibility for Design

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

No storm water management ponds shall be incorporated into the school site or the playing fields adjacent to a school.

Access to Services

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services and three phase power is available or can be made available.

Appendix “F” – Dispute Resolution Process

Step 1: Notice of Dispute

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

Step 2: Negotiation

3. Within **14 calendar days** after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each Party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality and expertise to find solutions. Representatives shall attempt to craft a solution to the identified issue(s) by seeking to advance the interests of all Parties. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

Step 3: Mediation

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation, **within 14 calendar days** of one Party's indication that negotiation has not resolved matters, nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party shall select one name from the short list and advise the other Party of their selection **within 10 calendar days** of receipt of the list. The Parties shall thereafter co-operate in engaging the selected mediator in a timely manner.
7. The Party that initiated the dispute resolution process, must provide the mediator with an outline of the dispute and any agreed statement of facts **within 14 calendar days** of the mediator's engagement. The Parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the

intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed **ninety (90) calendar days** from the date the mediator is engaged, without further written agreement of the parties.

9. All proceedings involving a mediator are without prejudice, and, unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after **ninety (90) calendar days** from engagement of the mediator, or longer as agreed in writing by the Parties, resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of apparent impasse and/or consensus.

Step 4: Arbitration

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within 30 calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within 30 calendar days of the expiry of the time period in clause 12.
14. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator. Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of Queen's Bench.
15. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices, and procedures shall be the same as those in the *Arbitration Act*.
16. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and arbitration process must be shared equally between the Parties.

Good morning, MD of Lesser Slave River!

ANCA is very excited to send you the invitation for the upcoming Economic Developers Alberta (EDA) training. Participants who complete all of the required courses will receive EDA's Community Economic Development (CED) Certificate.

Through grant funding and the collaborative cohort approach agreed to by ANCA members through consensus, our region is able to access this training at more than an 80% reduction from the regular cost. The attached poster provides an overview of the training and certificate pathway.

Some participants from the region have already completed the first course, Establishing the Foundation. At our previous training session, the MD sent Ann Holden, Thomas Snowden and Lester Vanhill. Anyone who still needs Establishing the Foundation will be able to complete it online before the October training week. I have also attached a list of places where you can stay close to the facility, instead of driving back and forth all week.

For a total cost of \$2,000, the MD can send three people through the complete EDA certificate pathway. Participants can be staff, leadership, or members at large who are interested in economic development.

There will be a great mix of people from across the region participating, including economic development officers, representatives from the Province of Alberta, and staff and leaders from communities throughout the lakeshore. In addition to the training itself, this will be a great opportunity to build relationships and network with others working in economic and community development.

EDA will invoice the MD directly for the \$2,000 registration cost, which covers three individuals' entire program leading to their certification.

If you have more than three people interested in participating, please let me know. I have started a list of additional interested participants in case spaces become available.

Below is the registration invitation from EDA. If you have any questions about the training, the certificate pathway, or who might be a good fit to participate, please feel free to contact me!

Jen

The Alberta North Central Alliance (ANCA) has partnered with Economic Developers Alberta (EDA) Institute to deliver the complete EDA Community Economic Development (CED) Certificate to your region.

The program combines self-paced on-line learning, along with 4 days of in-person instruction and a final virtual course that will allow participants to complete and be awarded the CED certificate. Please note that attendees must completed EDA's core courses plus 2 optional courses; Rural Economic Development and Social Economic Development, to be awarded the CED Certificate.

Participants will:

- Build practical economic development skills
- Strengthen your communities and organizations
- Connect with a regional network of practitioners
- Earn EDA's Community Economic Development (CED) Certificate

For additional information on this week of learning, please review the attached pdf file.

Date: October 5 - 8

Time: 9am to 4pm each day

Location: Faust Multicultural Gathering Place - 22 1st Avenue, Faust AB

Trainers: Holly Sorgen and Leann Hackman Carty.

*Please note that breakfast, coffee and lunch will be served.
This event is hosted by ANCA and EDA*

Registration Link -

https://members.edaalberta.ca/members/evr/reg_main.php?orgcode=EDAC&evid=67032489

This Code must be entered - **EDAANCA2026**

Jennifer Churchill
Executive Director of ANCA
(780) 516-0513
<https://albertanca.ca/>



Alberta
North
Central
Alliance



Economic Developers Alberta (EDA) Community Economic Development Certificate Pathway

ABOUT THE PROGRAM

The Alberta North Central Alliance (ANCA) has partnered with the Economic Developers Alberta (EDA) Institute to deliver the complete Community Economic Development Certificate to our region.

The program combines self-paced online learning, four days of in-person instruction, and a final virtual course, allowing participants to complete the full certificate while minimizing travel and time away from their organizations.

PARTICIPANTS WILL:

- ✓ Build practical economic development skills
- ✓ Strengthen their communities and organizations
- ✓ Connect with a regional network of practitioners
- ✓ Earn the EDA's Community Economic Development Certificate



ANCA MEMBER OPPORTUNITY

Each ANCA member community is eligible to send

3 PARTICIPANTS
for the complete EDA's Community
Economic Development Certificate

FOR A CONTRIBUTION OF
\$2,000
PER MEMBER ORGANIZATION

PARTICIPANTS RECEIVE:

- ✓ Access to all required EDA Institute certificate courses
- ✓ Four days of in-person instruction
- ✓ Self-paced online prerequisite modules
- ✓ Final virtual Social Economic Development course
- ✓ Full EDA's Community Economic Development Certificate upon successful completion

EDA's COMMUNITY ECONOMIC DEVELOPMENT CERTIFICATE PATHWAY

	1. Establishing the Foundation (if required) For participants who did not complete the ETF course in February 2026.	Online (Self-paced)	Prior to October 5, 2026 EDA Institute
	2. Ethics Module ★ Required for all participants.	Online (Self-paced)	Prior to October 5, 2026 EDA Institute
	3. Business Retention & Expansion	In-person	October 5-8, 2026 Faust Multicultural Gathering Place
	4. Business Investment & Attraction	In-person	October 5-8, 2026 Faust Multicultural Gathering Place
	5. Community Economic Resilience	In-person	October 5-8, 2026 Faust Multicultural Gathering Place
	6. Rural Economic Development	In-person	October 5-8, 2026 Faust Multicultural Gathering Place
	7. Social Economic Development	Virtual	Early November 2026 EDA Institute
	Upon successful completion of all courses, PARTICIPANTS WILL RECEIVE THEIR EDA's COMMUNITY ECONOMIC DEVELOPMENT CERTIFICATE.		



LOCATION: Faust Multicultural Gathering Place

TRAINING TIMELINE AT A GLANCE



executivedirector@albertanca.ca



www.albertanca.ca



780-516-0513