



AGENDA

Municipal District #124 Regular Council
Wednesday, December 13, 2023 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 December 13th, 2023, Regular Council Meeting Agenda

Proposed Motion: Move to adopt the December 13th, 2023, Regular Council Meeting Agenda as presented.

ADOPTION OF MINUTES

- 4.1 November 29th, 2023, Regular Council Meeting Minutes

3 - 6

Proposed Motion: Move to adopt the November 29th, 2023, Regular Council Meeting Minutes as presented.

[20231129-DRAFT Regular Council Meeting Minutes -](#)

- 4.2 November 29th, 2023, Public Hearing Meeting Minutes

7

Proposed Motion: Move to adopt the November 29th, 2023, Public Hearing Minutes as presented.

[20231129-DRAFT Public Hearing Minutes -](#)

ACCEPTANCE OF MINUTES FOR INFORMATION

- 5.1 December 6th, 2023, Committee of the Whole Meeting Minutes

8 - 10

Proposed Motion: Move to accept the December 6th, 2023, Committee of the Whole Meeting Minutes as information.

[20231206 DRAFT COW Minutes](#)

DELEGATIONS

- 6.1 Jasmine Light, Northern Lakes College

11 - 12

Proposed Motion: Move to accept the presentation from Jasmine Light, Northern Lakes College as information.

[Jasmine Light Redacted](#)

- 6.2 Sgt. Casey Bruyns, Acting Detachment Commander, Slave Lake RCMP

13 - 20

Proposed Motion: Move to accept Sgt. Bruyns quarterly report as information.

[Slave Lake MD124 Q2 package](#)

6.3 Molly Fyten, BC's

Proposed Motion: Move to accept Molly Fyten's report on Extended Producer Responsibility as information.

6.4 Associated Engineering - Smith Bridge Update at 1:30 p.m. (Teams)

Proposed Motion: Move to accept the Smith Bridge Update from Associated Engineering as information.

REQUESTS FOR DECISION

7.1 E15 Winter Road Maintenance Policy and Procedure 21 - 27

Proposed Motion: Move to adopt policy E15 Winter Road Maintenance as presented.

Proposed Motion: Move to accept the E15 Winter Road Maintenance procedure as information.

[E15 Winter Road Maintenance RFD](#)

[E15 Winter Road Maintenance](#)

[E15 Winter Road Maintenance Procedure](#)

7.2 J6 Veterinary Services Incorporated Partnership Program Policy and Procedures 28 - 33

Proposed Motion: Move to adopt policy J6 Veterinary Services Incorporated Partnership Program as presented.

Proposed Motion: Move to accept the J6 Veterinary Services Incorporated Partnership Program procedure as information.

[J6 Veterinary Services Incorporated Partnership Program - RFD](#)

[J6 Veterinary Services Incorporated Policy](#)

[J6 Veterinary Services Incorporated Procedure](#)

NEW BUSINESS

8.1 Hwy 88 Discussion

Map to distributed at meeting.

Proposed Motion: Move that Council directs Administration to send a letter of request to the Minister of Transportation requesting the must needed upgrade to Highway 88 be split into 2 projects, as per the attached map.

Proposed Motion: Move to request the Town of Slave Lake to support the division of the said project into 2 projects as stated in the attached map.

8.2

CONFIDENTIAL ITEMS - CLOSED SESSION

9.1

NOTICE OF MOTION

ADJOURNMENT

MINUTES

Regular Meeting of Council Municipal District of Lesser Slave River No. 124 November 29th, 2023 MD Council Chambers

MEMBERS PRESENT Murray Kerik - Reeve
 Lana Spencer - Deputy Reeve
 Sandra Melzer - Division 1 (Absent)
 Brad Pearson - Division 2
 Norman Seatter - Division 2
 Darren Fulmore - Division 1 (Absent)
 Nancy Sand - Division 1

IN ATTENDANCE Barry Kolenosky - Chief Administrative Officer, MD LSR
 Donna Cross - Acting Director of Utilities, MD LSR
 Ann Holden - Planning & Development Officer, MD LSR
 Holly Omelchuk - Director of Finance, MD LSR
 Sandra Rendle - Community Facilities Coordinator, MD LSR
 Shari Spencer - Document Conveyance Coordinator, MD LSR
 Dawn Lynn Durocher - Municipal Clerk, MD LSR

 Marilyn Gladue - Recording Secretary, MD LSR

CALL TO ORDER Reeve Kerik called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA **November 29th, 2023, Regular Council Meeting Agenda**

MOTION 520-23

Moved by Councillor Pearson to adopt the November 29th, 2023, Regular Meeting of Council agenda as amended:

Corrections to Agenda:

- Move the November 15th, 2023, Community Assistance Board Meeting under ACCEPTANCE OF MINUTES FOR INFORMATION
- 6.1 Proposed Motion: Move to give 1st reading – should be – 2nd reading

Additions:

- 11.2 CAO Report

New Business:

- 12.1 Sewer Pump Warranty Program
- 12.2 Bench Dedication Program

Closed Session:

- Staffing/Recruitment
- MD Letter

CARRIED

ADOPTION OF MINUTES **November 15th, 2023, Regular Council Meeting Minutes**

MOTION 521-23

Moved by Councillor Sand to adopt the November 15th, 2023, Regular Council Meeting Minutes as amended.

Amendment: - Add CARRIED to Motion 518-23

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
November 29th, 2023

**ACCEPTANCE OF MINUTES
FOR INFORMATION**

November 15th, 2023, Community Assistance Board Meeting Minutes

MOTION 522-23

Moved by Councillor Seatter to accept the November 15th, 2023, Community Assistance Board Meeting Minutes as information.

CARRIED

NEW BUSINESS

Sewer Pump Warranty Program

MOTION 523-23

Moved by Councillor Pearson to direct Administration to investigate the Sewer Pump Warranty Program for the Residents at Southshore.

CARRIED

Bench Dedication Program

MOTION 524-23

Moved by Councillor Pearson to direct Administration to contact resident with questions on the Bench Dedication Program.

CARRIED

REQUEST FOR DECISION

Inter-Municipal Subdivision and Development Appeal Board

MOTION 525-23

Moved by Deputy Reeve Spencer that Council direct Administration to investigate an Inter-Municipal Subdivision and Development Appeal Board to be reviewed at a future Regular Council Meeting.

CARRIED

PUBLIC HEARING

Bylaw 2023-10, A bylaw of the Municipal District of Lesser Slave River No. 124 in the Province of Alberta, To Amend Bylaw 2021-17 Land Use Bylaw Amendment #10

MOTION 526-23

Moved by Councillor Pearson to recess Regular Meeting of Council at 10:15 a.m. to hold the Public Hearing for Bylaw 2023-10, Land Use Bylaw Amendment #10.

CARRIED

MOTION 527-23

Moved by Deputy Reeve Spencer to reconvene Regular Meeting of Council at 11:01 a.m.

CARRIED

DELEGATE

Henri Naths – MD Southshore Resident

MOTION 528-23

Moved by Councillor Seatter to accept Henri Naths discussion with Council as information.

CARRIED

BYLAWS

Bylaw 2023-10 Land Use Bylaw Amendment #10

MOTION 529-23

Moved by Councillor Pearson to give second reading to bylaw 2023-10 Land Use Bylaw 2021-17 Amendment #10 as presented.

DEFEATED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
November 29th, 2023

RECESS 11:25 a.m.
RECONVENE 11:30 a.m.

REQUESTS FOR DECISION

H1 Certificates of Compliance

MOTION 530-23

Moved by Councillor Sand to adopt policy H1 Certificates of Compliance as amended.

CARRIED

MOTION 531-23

Moved by Deputy Reeve Spencer to accept policy Certificates of Compliance Procedure as information.

CARRIED

2023 Asset Disposal – Additional Units

MOTION 532-23

Moved by Councillor Pearson to approve the disposal of the P78, GR17, LT5, LT6 and GEN1 through a licensed auction mart as suggested by Administration.

CARRIED

Canyon Creek Water Treatment Plant Risk Assessment Study

MOTION 533-23

Moved by Councillor Seatter to accept and approve the Canyon Creek Water Treatment Plant Risk Assessment Study costs of \$10,000.00 with funds coming from Water Reserves.

CARRIED

ITEMS FOR DISCUSSION

Community Board Meeting Dates

MOTION 534-23

Moved by Councillor Pearson to accept the Community Board Meeting Dates as information.

CARRIED

Councillor Pearson exited at 11:58 a.m.
Councillor Pearson returned at 12:00 Noon

RECESS 12:05 p.m.
1:00 p.m.

REPORTS **Finance Monthly Report**

MOTION 535-23

Moved by Councillor Pearson to accept the MD of Lesser Slave River No. 124 Statement of Operations as October 31st, 2023, report for information.

CARRIED

Councillor Pearson exited at 1:16 p.m.
Councillor Pearson returned at 11:19 p.m.

CAO Report

MOTION 536-23

Moved by Councillor Pearson to accept the CAO Report as information.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
November 29th, 2023

MOTION 537-23

Moved by Councillor Seatter to approve CAO Kolenosky to purchase a Zamboni for \$10,000.00.

CARRIED

Councillor Seatter exited at 1:48 p.m.
Councillor Seatter returned at 1:50 p.m.

CLOSED SESSIEON

MOTION 538-23

Moved by Councillor Pearson to go into Closed Session at 1:50 a.m. as per the following Sections of the FOIP Act with CA, Kolenosky and Recording Secretary Gladue in attendance.

- Section 16 – Disclosure harmful to a business interest of a third party

CARRIED

Holly Omelchuk entered at 1:55 p.m.
Holly Omelchuk exited at 2:20 p.m.

- o Library Board

Councillor Pearson exited at 2:11 p.m.
Councillor Pearson returned at 2:12 p.m.

- o Protective Services Grant
- o MD Letter

Recording Secretary Gladue exited at 2:49 p.m.
Recording Secretary returned at 3:20 p.m.

- o Staffing/Recruitment
- o DELEGATE via TEAMS
 - Honourable Todd Loewen, Minister of Forestry and Parks

OPEN SESSION

MOTION 539-23

Moved by Deputy Reeve Spencer to return to Open Session at 3:53 p.m.

CARRIED

ADJOURNMENT

MOTION 540-23

Moved by Councillor Seatter to adjourn at 3:53 p.m.

CARRIED

Chief Administrative Officer

Reeve

MINUTES

Public Hearing Municipal District of Lesser Slave River No. 124 November 29th, 2023 MD Council Chambers

MEMBERS PRESENT	Murray Kerik - Reeve Lana Spencer - Deputy Reeve Sandra Melzer - Division 1 (Absent) Brad Pearson - Division 2 Norman Seatter - Division 2 Darren Fulmore - Division 1 (Absent) Nancy Sand - Division 1
IN ATTENDANCE	Barry Kolenosky - Chief Administrative Officer, MD LSR Ann Holden - Planning & Development Officer, MD LSR Marilyn Gladue - Recording Secretary, MD LSR
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:15 a.m.
INTRODUCTIONS	Council Introductions
BACKGROUND	a. Bylaw 2023-10, A bylaw of the Municipal District of Lesser Slave River No.124 in the Province of Alberta. To amend Bylaw 2021-17 Land Use Bylaw Amendment #10. b. Lakeside Leader advertisement of November 15 th , 2023 c. Lakeside Leader advertisement of November 22 nd , 2023
COMMENTS AGAINST	<u>Against Proposed Bylaw:</u> <ul style="list-style-type: none"> • 6 Residents in attendance spoke against the proposed bylaw. • 10 written submissions against the proposed bylaw were received.
COMMENTS IN FAVOUR	<u>In Favour of Proposed Bylaw:</u> <ul style="list-style-type: none"> • 1 Resident in attendance spoke in favour of the proposed bylaw. • 2 written submissions in favor of the proposed bylaw were received.
QUESTIONS	Councillor Pearson question: 1. Urban Reserve – explain “Passive recreation permitted” Development Officer Holden replied “Passive Recreation means a development in a natural setting which requires minimal development or facilities. This includes, but is not limited to: nature viewing, fishing, hunting, trail riding, hiking, ziplines, aerial park, cross country skiing, and snow-shoeing. Passive recreation does not include any motorized activities.”
ADJOURNMENT	MOTION: Moved by Councillor Pearson to adjourn the Public Hearing at 11:01 a.m.

Chief Administrative Officer

Reeve

MINUTES

Committee of the Whole Council Meeting Municipal District of Lesser Slave River No. 124 December 6th, 2023 MD Council Chambers

- MEMBERS PRESENT** Murray Kerik - Reeve
Lana Spencer - Deputy Reeve
Darren Fulmore - Division 1
Sandra Melzer - Division 1
Nancy Sand - Division 1
Brad Pearson - Division 2
Norm Seatter - Division 2
- IN ATTENDANCE** Barry Kolenosky - CAO, MD LSR
Dawn Lynn Durocher - Municipal Clerk, MD LSR
Cody Boris - Transportation Manager, MD LSR
Kendra Kozdrocki - Agricultural Fieldman, MD LSR (Teams)
Paul Mulholland - Peace Officer, MD LSR
Tanya Fillon - ATCO Representative
Nathan Sigerson - ATCO Representative
Ashley Svecla - ATCO Representative
Petra Rowell - Executive Director, Athabasca Watershed Council
- Marilyn Gladue - Recording Secretary, MD LSR
- CALL TO ORDER** Reeve Kerik called the meeting to order at 10:00 a.m.
- ACCEPTANCE OF AGENDA** **December 6th, 2023, Committee of the Whole Meeting Agenda**
- MOTION COW 156-23**
Moved by Councillor Pearson to accept the December 6th, 2023, Committee of the Whole Meeting Agenda as amended:
- Add: - Hwy 88 discussion
- Closed Session
- Staffing
- Remove:
- 4.3 Delegate S/Sgt. Shen - Reschedule
- CARRIED**
- ADOPTION OF MINUTES** **November 14th, 2023, Committee of the Whole Meeting Minutes**
- MOTION COW 157-23**
Moved by Councillor Fulmore to adopt the November 14th, 2023, Committee of the Whole Meeting Minutes as presented.
- CARRIED**
- DELEGATIONS** **Tanya Fillion, Nathan Sigerson & Ashley Svecla – ATCO Representatives**
- MOTION COW 158-23**
Moved by Councillor Melzer to accept the discussion with, ATCO Representatives as information.
- CARRIED**
- Deputy Reeve Spencer exited at 10:51 a.m.
Deputy Reeve Spencer returned at 10:53 a.m.

MINUTES
Municipal District of Lesser Slave River No. 124 – Committee of the Whole
December 6th, 2023

Page 2

RECESS 11:05 a.m.
RECONVENE 11:10 a.m.

Petra Rowell, Executive Director, Athabasca Watershed Council

MOTION COW 159-23

Moved by Councillor Pearson to accept the presentation from Petra Rowell, Executive Director, Athabasca Watershed Council as information.

CARRIED

CONSIDERATION OF BYLAWS & POLICIES

E15 Winter Road Maintenance

MOTION COW 160-23

Moved by Deputy Reeve Spencer that Administration add E15 Winter Road Maintenance Policy and Procedures to the December 13th, 2023, Regular Council Agenda as amended for approval.

CARRIED

J6 Veterinary Services Incorporated

MOTION COW 161-23

Moved by Councillor Fulmore that Administration add J6 Veterinary Services Incorporated Policy and Procedure to the December 13th, 2023, Regular Council Meeting Agenda as amended for approval.

CARRIED

Councillor Pearson exited at 11:26 a.m.
Councillor Pearson returned at 11:28 a.m.

D13 Peace Officer Policy and Procedure

MOTION COW 162-23

Moved by Councillor Pearson that Administration add D13 Peace Officer Policy and Procedure to the next Regular Council Meeting Agenda for approval.

CARRIED

MOTION COW 163-23

Moved by Councillor Pearson that Administration add the following policies to the next Regular Council Meeting Agenda to be rescinded.

- D3 Oleoresin Capsicum Spray
- D4 Shotgun Use, Care & Storage
- D5 Baton Use, Care & Storage
- D6 Peace Officer Public Complaints
- D7 Peace Office Code of Conduct
- D8 Exhibits
- D9 CPIC Information
- D10 Body Worn Cameras
- D11 Communications System Protocol
- D12 Notebook
- D14 Known Risk Protocol
- D15 Video Surveillance

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Committee of the Whole
December 6th, 2023

Page 3

Highway 88 Discussion

MOTION COW 164-23

Moved by Councillor Seatter to bring the Highway 88 discussion to the December 13th, 2023, Regular Council meeting.

CARRIED

CLOSED SESSION

MOTION COW 165-23

Moved by Councillor Sand to go into Closed Session at 11:47 a.m. as per the following Sections of the FOIP Act with CAO Kolenosky, and Recording Secretary, Gladue in attendance:

- Section 19 Confidential Evaluations

**RECESS
RECONVENE**

**12:06 p.m.
12:48 p.m.**

- o Staffing
- o SLT Interview

Director of Finance Omelchuk entered at 12:48 p.m.
 Director of Finance Omelchuk exited at 1:44 p.m.
 Human Resources Manager Bensch entered at 12:48 p.m.
 Human Resources Manager Bensch exited at 1:44 p.m.
 Finance Manager Conrad entered at 12:48 p.m.
 Finance Manager exited at 1:44 p.m.

CARRIED

OPEN SESSION

MOTION COW 166-23

Moved by Councillor Melzer to return to Open Session at 2:52 p.m.

CARRIED

ADJOURNMENT

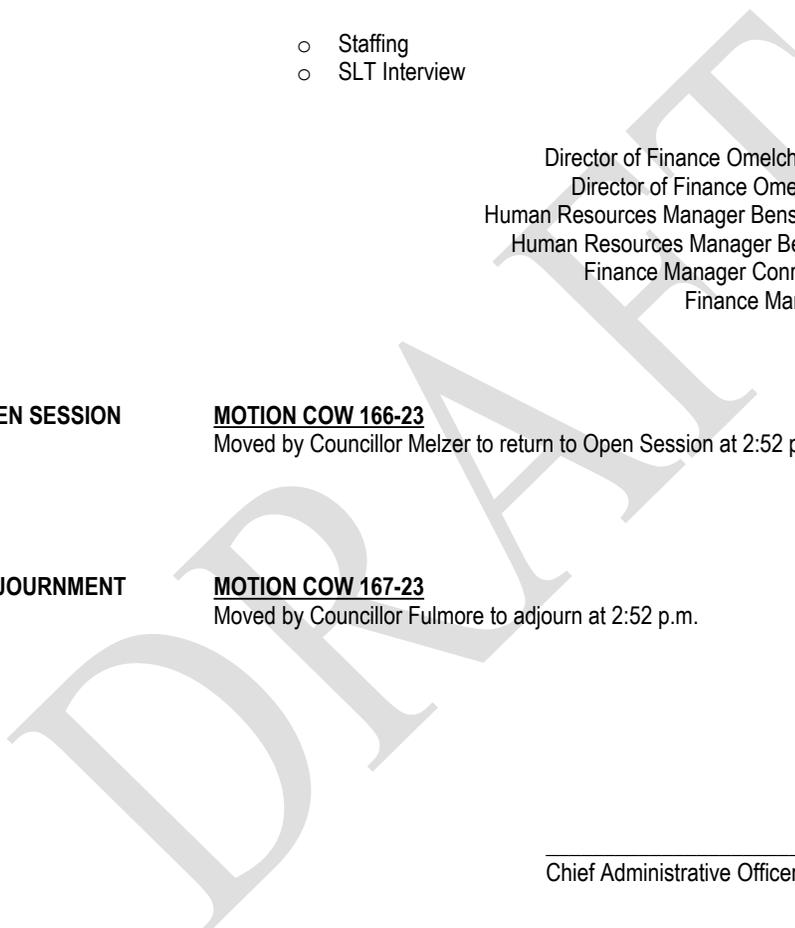
MOTION COW 167-23

Moved by Councillor Fulmore to adjourn at 2:52 p.m.

CARRIED

Chief Administrative Officer

Reeve





**Lesser Slave River
Administration**

APPEARING BEFORE COUNCIL AS A DELEGATION

GUIDELINES

- Council meetings are held every second and fourth Wednesdays. Please refer to the Council calendar posted on the MD website (www.md124.ca) for the dates.
- There is a limit of two delegations per meeting; therefore, we advise that delegations book well in advance of the desired date.
- Delegations shall be dealt with at their pre-arranged hour. Please contact the Executive Assistant at 780.849.4888 ext. 211 for details.
- Delegations will only be received with prior arrangements made with the Administration Office at least one week before the next meeting of Council.
- Anyone wishing to appear before Council as a delegation must submit the DELEGATION REQUEST TO APPEAR BEFORE COUNCIL form with written reasons/issues in which they wish to address council and any other pertinent information.
- Delegations are restricted to a Maximum time limit of 15 minutes for their presentation and question period. Anyone requiring more time requires the prior approval of Administration and the Reeve. Council may ask questions after the presentation form clarification.
- If you will be providing supporting documentation, such as a PowerPoint presentation, you are required to submit the documents no later than 4:30 pm on the Wednesday prior to the meeting. PowerPoint presentations are limited to a maximum of ten slides.
- In order to schedule a date to appear before Council, delegations must provide the information on the attached form. This information will be included in the agenda. The provision of this information clarifies the purpose of the delegation for Council and allows Council Members to become familiar with your topic and obtain any necessary background information.
- Your address will be included with your delegation information and circulated to Council; if you do not wish your address to be included in the public agenda, please advise the Executive Assistant.

LEGISLATION: Policy A.5; Bylaw 98-5

DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

This form is mandatory before any request is considered.

NAME OF PERSON & ASSOCIATE OR ORGANIZATION

Jasmine Light, Northern Lakes College

TOPIC OF DISCUSSION

Please be specific, provide details, and attach additional information if required.

Community Education Committees - what are they, what's the purpose, etc. I was requested to present, so will be able to answer questions that may arise. I'll provide a short power point before the presentation as outlined in the guidelines.

PURPOSE OF PRESENTATION

For example: information only, requesting a letter of support, requesting funding, etc. (Please provide details).

Information and to answer questions

ACTIVITIES TO DATE RELEVANT TO THIS MATTER

Attach additional information if required.

CONTACT PERSON (if different from above)

PHONE

EMAIL

ADDRESS

COUNCIL MEETING DAY REQUESTED

December 13



Lesser Slave River
Administration

DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

REQUIREMENTS

- If you will be providing supporting documentation such as a PowerPoint presentation, you are required to submit the presentation no later than 4:30 pm on the Wednesday prior to the meeting on a CD, DVD, or a flash drive/memory stick.
- PowerPoint presentations are limited to a maximum of ten slides.
- If your software requirements are not compatible with the municipality's software, you will be unable to use an electronic presentation.

TO FACILITATE CONSTRUCTIVE AND EFFECTIVE PUBLIC ENGAGEMENT, THE FOLLOWING INFORMATION IS PROVIDED

1. A ten-minute time limit is necessary regardless of how many people will speak. PowerPoint presentations are limited to a maximum of ten slides. Try to leave time for questions.
2. The name of the person and/or group will be published in the agenda and minutes (available to the public and on the internet).
3. If your material is not published in the agenda, bring sufficient handouts for the Council members (15 copies minimum). The Municipal District will not provide photocopying services.
4. Direct your presentation to Municipal District Council.
5. Participate with integrity. A collaborative and respectful approach is appreciated.
6. Be concise.
7. Do not expect an immediate answer. Your issue may be referred to staff for more information or to another meeting for further consideration.
8. Delegations with regard to any aspect of Community Plans or a Zoning application are prohibited between the conclusion of the Public Hearing and the Adoption of the By-law.
9. All communication and petitions intended to be presented to Council shall be legibly written, typed, or printed; signed by at least one person; dated; and include a contact phone number or address before being accepted.
10. Your presentation may not be on the date requested due to prior commitments or staff resources.
11. Your delegation is not confirmed until you are contacted by Municipal staff to confirm your place on the agenda; all requests are authorized by the CAO.

HELPFUL SUGGESTIONS

- Arrive 15 minutes in advance of the meeting start time.
- Turn off cell phones.
- Be prepared.
- Speak clearly.
- Keep your presentation brief and to the point.
- Allow for extra time at the end of the presentation for a question and answer period.
- Provide the Recording Secretary with any relevant notes if they have not been handed out or published in the agenda.

FOR OFFICE USE ONLY

Approved Declined Other

APPEARANCE DATE (IF APPLICABLE)

December 13, 2023.

APPLICANT INFORMED OF DECISION ON (DATE)

Nov. 21/23.

DATE

Nov. 21/23

BY (SIGNATURE)

Marilyn [Signature]

[Signature]
BY (SIGNATURE)



2023-11-10

Sgt. Casey BRUYNS
Acting Detachment Commander
Slave Lake, Alberta

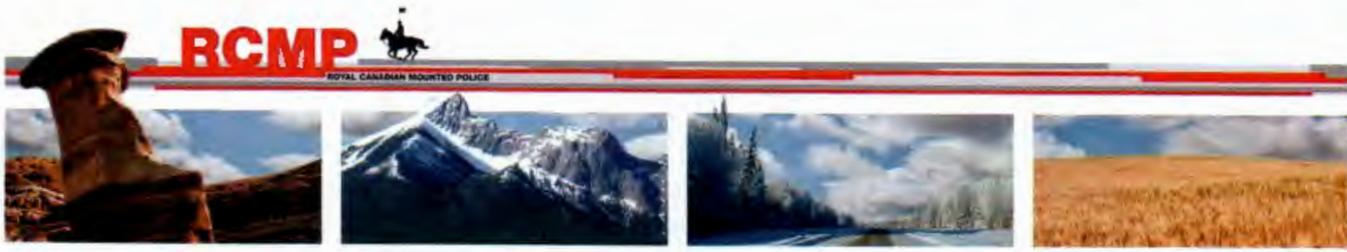
Dear Reeve KERIK,

Please find the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Slave Lake detachment.

This quarter I want to update you on the status of Body Worn Camera (BWC) field test pilot project, which commenced earlier this year in Grand Prairie, Parkland, and St. Paul Detachments respectively. The rollout of BWC is part of the RCMP's on-going efforts to be transparent and accountable to the communities we serve. The use of BWC can play a role in enhancing public trust, improving interactions between the public and police, resolving public complaints more quickly, and improving evidence gathering. I wish to advise that the 10-week BWC & Digital Evidence Management Service (DEMS) Field Test has ended. Over the course of the Field Test, the Project Team reviewed the tools and services provided by the Contractor as well feedback provided by users of the Field Test Service against the contractual requirements. The RCMP has determined that the Contractor has not successfully met the Field Test requirements as outlined in the Contract. As such, we are in the process of transitioning to a new Contractor, and more details will be shared once they are confirmed.

Your ongoing engagement and the feedback you provide guides our Detachment team and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt. Casey BRUYNS
Acting Detachment Commander
Slave Lake RCMP



RCMP Provincial Policing Report

Detachment	Slave Lake
Detachment Commander	Sgt. Casey Bruyns
Quarter	Q2
Date of Report	2023-11-10

Community Consultations

Date	2023-07-10
Meeting Type	Meeting with Elected Officials
Topics Discussed	Annual Planning
Notes/Comments	Members met with Member of Parliament for Slave Lake region and discussed engagement and relevant topics.

Date	2023-08-23
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Members met with local partners including Slave Lake Fire, MD124 Peace Officers, Town of Slave Lake Peace Officers, AHS, and Conservation Officer to discuss Flat Top. Information was shared regarding provincial involvement and collaboration.

Date	2023-08-31
Meeting Type	Town Hall
Topics Discussed	Regular reporting information sharing
Notes/Comments	Members led a Town Hall with Town of Slave Lake Mayor in Council Chambers. Statistics regarding property crime and RCMP initiatives were shared with the community. Questions were answered regarding detachment operations.



Date	2023-09-02
Meeting Type	Community Connection
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Detachment members attended the Smith Fall Fair Rodeo and Dance made walking patrols with MD124 Peace Officers. Members interacted with community residents and youth in an informal setting.

Date	2023-09-11
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	Detachment met with Alberta Parks, Slave Lake Tourism, Conservation Officers, and MD Peace Officers to discuss the Beach Fest event. Noted issues from this years event and pre-planning for next year was discussed.

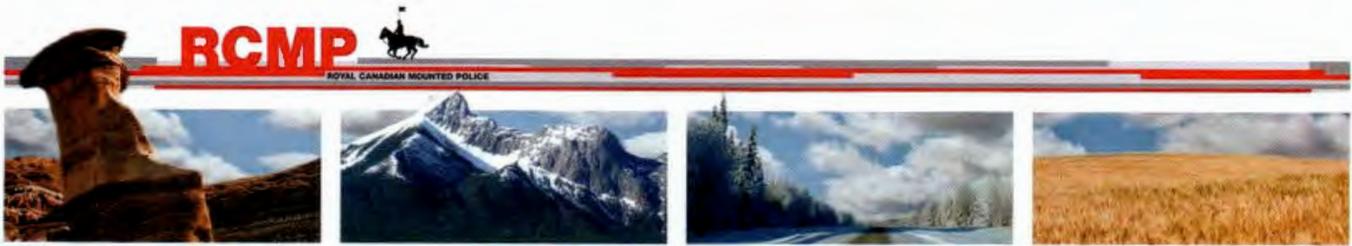
Date	2023-09-12
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Youth
Notes/Comments	Detachment member attended Youth Committee Justice meeting and discussed annual planning for the committee.

Date	2023-09-27
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Members attended the MD124 council meeting to discuss statistics.



Community Priorities

<p>Priority 1</p>	<p>Reduce Crime in Community</p>
<p>Current Status & Results</p>	<p>Members continued to target areas that were identified as high risk areas for property crime in the last quarter, doing 369 rural and 218 industrial patrols, for a total of 587 patrols in these areas. Goal is already well above the target, as stated last quarter, this is due to a better designed tracking system that has been implemented by the detachment this year. On a recent report to MD I noted property crime was down significantly in rural areas so it appears patrols have had desired effect.</p>
<p>Priority 2</p>	<p>Police / Community Relations - Police Visibility</p>
<p>Current Status & Results</p>	<p>Police visibility is on track this quarter. Members continue to patrol high risk areas as part of the daily patrol routine. These patrols are also being captured on daily briefing sheets which are then tallied. Foot patrols were up this quarter likely due to the summer months and numerous community events and fairs that were present during this time. Patrols were strategic to coincide with the influx of people to the community. The detachment has another member trained on the detachment boat and as a result patrols on the water were up as well. This will decrease as the fall weather descends and fewer people are recreating on the water. The plan is to have some ATV patrols through the fall months to coincide with recreational hunters in the area.</p>
<p>Priority 3</p>	<p>Enhance Road Safety</p>
<p>Current Status & Results</p>	<p>During the busy summer months members conducted a large amount of JFO's with partner agencies. Detachment Commander has received positive comments by local partners on their inclusion in these events as well as positive reception has been noted by the public. This area is already above the set goals for JFO's and I anticipate the checkstop number to grow as the next quarter includes the busy holiday season.</p>



Crime Statistics¹

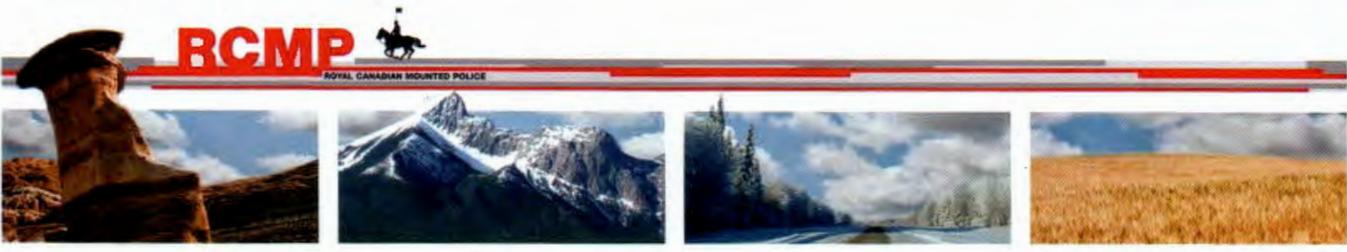
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	64	97	52%	178	236	33%
<i>Persons Crime</i>	23	14	-39%	55	76	38%
<i>Property Crime</i>	32	70	119%	94	130	38%
<i>Other Criminal Code</i>	9	13	44%	29	30	3%
Traffic Offences						
<i>Criminal Code Traffic</i>	7	3	-57%	27	38	41%
<i>Provincial Code Traffic</i>	365	443	21%	1,817	1,145	-37%
<i>Other Traffic</i>	2	7	250%	6	4	-33%
CDSA Offences	0	2	N/A	5	2	-60%
Other Federal Acts	0	4	N/A	8	4	-50%
Other Provincial Acts	22	12	-45%	64	61	-5%
Municipal By-Laws	9	3	-67%	22	26	18%
Motor Vehicle Collisions	58	67	16%	213	231	8%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

After two quarters of a decrease in property crime, the municipal district (MD) saw an increase this past quarter. This area continues to be an issue for both the town and in the MD and the detachment will work to strike a balance between rural and town patrols to combat this area (property crime was down in town this past quarter). Members will strategically plan rural and industrial patrols to combat the issue. A decrease in persons crime was noted in the past quarter, which is a welcome sight. Provincial traffic offences in this past quarter saw a modest increase as provincial units targeted their patrols in the MD area this past quarter. Motor Vehicle collisions were also slightly increased over last year as well and will be expected to increase as winter approaches.



Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	4	3	0	1
Detachment Support	2	2	0	0

² Data extracted on September 30, 2023 and is subject to change.
³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the four established positions, three officers are currently working with none on special leave. There is one hard vacancy at this time.

Detachment Support: Of the two established positions, two resources are currently working. There are no hard vacancies at this time.

Quarterly Financial Drivers





Slave Lake Provincial Detachment
 Crime Statistics (Actual)
 Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		0	1	0	3	1	N/A	-67%	0.4
Other Sexual Offences		0	0	0	0	5	N/A	N/A	1.0
Assault		7	21	14	12	2	-71%	-83%	-1.9
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		3	1	1	1	3	0%	200%	0.0
Uttering Threats		4	1	3	7	3	-25%	-57%	0.4
TOTAL PERSONS		15	24	18	23	14	-7%	-39%	-0.3
Break & Enter		2	4	1	2	12	500%	500%	1.8
Theft of Motor Vehicle		4	3	4	4	7	75%	75%	0.7
Theft Over \$5,000		3	0	0	2	2	-33%	0%	0.0
Theft Under \$5,000		6	7	3	4	16	167%	300%	1.7
Possn Strn Goods		3	0	2	1	5	67%	400%	0.5
Fraud		2	1	1	3	2	0%	-33%	0.2
Arson		1	0	0	0	0	-100%	N/A	-0.2
Mischief - Damage To Property		5	6	7	6	17	240%	183%	2.4
Mischief - Other		4	1	5	10	9	125%	-10%	1.9
TOTAL PROPERTY		30	22	23	32	70	133%	119%	9.0
Offensive Weapons		2	3	2	2	1	-50%	-50%	-0.3
Disturbing the peace		1	3	2	2	3	200%	50%	0.3
Fail to Comply & Breaches		5	9	2	4	3	-40%	-25%	-0.9
OTHER CRIMINAL CODE		2	2	0	1	6	200%	500%	0.7
TOTAL OTHER CRIMINAL CODE		10	17	6	9	13	30%	44%	-0.2
TOTAL CRIMINAL CODE		55	63	47	64	97	76%	52%	8.5



Slave Lake Provincial Detachment
 Crime Statistics (Actual)
 Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed" October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	0	0	2	100%	N/A	0.1
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	1	0	0	2	100%	N/A	0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	2	0	2	N/A	N/A	0.3
TOTAL FEDERAL		1	2	2	0	4	300%	N/A	0.4
Liquor Act		9	1	1	2	2	-78%	0%	-1.3
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		3	4	5	5	2	-33%	-60%	-0.1
Other Provincial Stats		1	15	12	15	8	700%	-47%	1.4
Total Provincial Stats		13	20	18	22	12	-8%	-45%	0.0
Municipal By-laws Traffic		1	2	2	4	0	-100%	-100%	0.0
Municipal By-laws		2	6	4	5	3	50%	-40%	0.1
Total Municipal		3	8	6	9	3	0%	-67%	0.1
Fatals		1	1	2	0	1	0%	N/A	-0.1
Injury MVC		4	4	6	9	10	150%	11%	1.7
Property Damage MVC (Reportable)		52	61	49	45	52	0%	16%	-1.6
Property Damage MVC (Non Reportable)		2	3	2	4	4	100%	0%	0.5
TOTAL MVC		59	69	59	58	67	14%	16%	0.5
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		203	349	370	365	443	118%	21%	49.6
Other Traffic		0	0	2	2	7	N/A	250%	1.6
Criminal Code Traffic		16	10	9	7	3	-81%	-57%	-2.9
Common Police Activities									
False Alarms		4	4	1	2	2	-50%	0%	-0.6
False/Abandoned 911 Call and 911 Act		2	12	4	8	30	1400%	275%	5.2
Suspicious Person/Vehicle/Property		17	25	18	22	18	6%	-18%	-0.1
Persons Reported Missing		0	3	4	3	1	N/A	-67%	0.2
Search Warrants		0	0	0	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		6	9	9	17	19	217%	12%	3.4
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



Lesser Slave River

Request for Decision

Title:	E15 Winter Road Maintenance
Date:	December 13, 2023
Presented By:	Cody Borris
Attachments:	E15 Winter Road Maintenance Policy E15 Winter Road Maintenance Procedure

Proposed Motion	<ol style="list-style-type: none"> 1. <i>Move to adopt Policy E15 Winter Road Maintenance as presented.</i> 2. <i>Move to accept the E15 Winter Road Maintenance Procedure as Information.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

Policy E15 is a guideline for the Transportation department to follow regarding the removal of snow on municipal roadways.

Administration brought forth this policy and its related procedure to the December 6, 2023, Committee of the Whole meeting and was directed by council to bring to this council meeting for approval.

ALTERNATIVE OPTIONS:

To leave the policy as is

To bring this policy and its procedure back to a future Committee of the Whole Meeting for further discussion and direction

BENEFIT/RISKS:

It is in the Municipality's best interests to have accurate and effective policies and procedures that are reviewed on a regular timely basis

There are no known risks to updating these policies and Procedures

STRATEGIC ALIGNMENT:

This policy aligns with the B31 Policy for developing Policies and Procedures

FINANCIAL IMPLICATION:

There should be none as all work on policies are being done inhouse

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Once approved, this policy and procedure will be emailed to all MD Staff for their perusal. It will then be posted publicly on our website for view.

Prepared By: Cody Borris, Transportation Manager
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Title: WINTER ROAD MAINTENANCE

Policy Number: E15

Effective Date: December 13, 2023

Resolution:

Department Responsible: Transportation

Supersedes Policy No: E.15

Next Review Date: December 13, 2026

POLICY STATEMENT:

To provide for the economic and timely response to winter road maintenance concerns considering factors such as budgets, equipment availability and manpower. Trails and Facility Snow Removal will be addressed under *Policy 1.7 Walking Trails Inspection, Maintenance and Repair*

DEFINITIONS:

- “**Municipal District**” means the Municipal District of Lesser Slave River No. 124
- “**Snow and Ice Control**” means plowing snow or de-icing through the use of snow removal equipment.
- “**Field Access Road**” means a road that is only used seasonally to access farmland.
- “**Hamlets**” mean the subdivisions or settlements that have been designated as a hamlet by Municipal Affairs.
- “**Industrial Roads**” means the road systems within designated Industrial Parks.
- “**Local Roads**” means all the roads not identified as Major Arterial Roads, Industrial Roads, Major or Minor Collector Roads.
- “**Major Arterial Roads**” means the key emergency and transportation routes that are critical to daily travel within the MD. Major Collector Roads are roads that provide access between hamlets and rural subdivisions and major arterial roads.
- “**Minor Collector Roads**” means the roads that provide access to outlying areas within the Municipal District
- “**Private Driveways**” means the private access roads from a Municipally owned road to a residence.
- “**Snow Removal Equipment**” means heavy and medium duty equipment specifically outfitted for snow removal which includes but is not limited to plow trucks, grader, skidsteers, tractors and loaders.
- “**Snow Gates**” means the attachments for snow removal equipment that minimize the accumulation of windrows.

PRINCIPLE:

PRIORITY LEVELS

Snow shall be cleared in order of priority. The degree and frequency of clearing shall be according to the service levels for each priority.

1. Priority One - Major Arterial Roads
Protect public safety and ensure that key emergency transportation routes are passable within one working day. These roads include:
 - a) West Mitsue Industrial Road and East Mitsue Road
 - b) Southshore Drive East from Range Road 82A at Highway #2 to Range Road 71 at Highway #2 (e.g. West Canyon Entrance through to Wagner/Landfill Access)
 - c) Birch Road
 - d) Old Smith Highway from East Mitsue Road to Smith (e.g., from Tollenaar Bridge, East to Smith)
 - e) Ranch Road from Highway #2A intersection to Range Road 261 Intersection at Highway #2
 - f) Cross Lake Road from Highway #44 at Township Road 660 to Secondary Highway 801
 - g) Poplar Lane Road from intersection at Highway #2 to intersection of West Mitsue Road
 - h) Centre Avenue in the hamlet of Flatbush
 - i) Lesser Slave Lake Regional Landfill Access Road (may be by way of private contractor)
 2. Priority Two - Industrial Roads
 - a) Mitsue Industrial Park Municipal and Contract Roads
 3. Priority Three - Major Collector Roads and Hamlets
Municipality will plow major collector roads. This will ensure that the majority of the school bus routes would be passable within two working days following a snowfall.
 4. Priority Four - Minor Collector Roads
To allow safe and normal movement on traffic within three working days following a storm.
 5. Priority Five - Local Roads
Priority given to roads which are kept open twelve months of the year. Plowing to be completed within four days.
 6. Priority Six - Driveway Plowing
As per Policy E2 - Private Driveway Snowplowing, driveways will be plowed following the completion of road plowing which under normal conditions is three to four days following a snowfall.
-

DRAFT

Chief Administrative Officer
Barry Kolenosky

Date

Reeve
Murray Kerik

Date

RELATED DOCUMENTS: Policy E2 Private Driveway Snow Plowing
Policy I7 Walking Trails Inspection, Maintenance and Repair



Lesser Slave River

TITLE: Winter Road Maintenance

PROCEDURE NO: E15

RESOLUTION:

EFFECTIVE DATE: December 13, 2023

DEPARTMENT RESPONSIBLE: Transportation

NEXT REVIEW DATE: December 13, 2026

GENERAL GUIDELINES:

This procedure provides Municipal District Service areas guidelines for reducing or eliminating snow and ice hazards on its roads.

DEFINITIONS:

“Municipal District” means the Municipal District of Lesser Slave River No. 124

“Snow and Ice Control” means plowing snow or de-icing through the use of snow removal equipment.

“Field Access Road” means a road that is only used seasonally to access farmland.

“Hamlets” mean the subdivisions or settlements that have been designated as a hamlet by Municipal Affairs.

“Industrial Roads” means the road systems within designated Industrial Parks.

“Local Roads” means all the roads not identified as Major Arterial Roads, Industrial Roads, Major or Minor Collector Roads.

“Major Arterial Roads” means the key emergency and transportation routes that are critical to daily travel within the MD. Major Collector Roads are roads that provide access between hamlets and rural subdivisions and major arterial roads.

“Minor Collector Roads” means the roads that provide access to outlying areas within the Municipal District

“Private Driveways” means the private access roads from a Municipally owned road to a residence.

“Snow Removal Equipment” means heavy and medium duty equipment specifically outfitted for snow removal which includes but is not limited to plow trucks, grader, skidsteers, tractors and loaders.

“Snow Gates” means the attachments for snow removal equipment that minimize the accumulation of windrows.

PROCEDURE:

- 1. Snow and Ice Control Responsibilities
 - a) Municipal District will pool resources to ensure the Snow and Ice Control priorities are met.



Lesser Slave River

- b) Snowplowing on paved roads will commence when snow accumulation exceeds three (3) centimeters and before snow becomes packed by traffic.
 - c) Plowing operations on gravel roads shall commence when snow accumulations have reached 10-15 centimeters or when drifting impedes traffic.
 - d) If visibility is reduced below 75 meters or when in the opinion of the equipment operator and/or supervisor it is too hazardous to continue plowing, snow removal equipment should be removed from the road.
2. To ensure the safe transportation of students the following operations will be carried out:
- a) Bus turn arounds at the termination of a route and at locations agreed upon between the municipality and the school bus authority will be plowed as a Priority #3
 - b) Special access will be permitted onto private property to transport handicapped children. The municipality will carry out snow removal at no cost under a Priority #3 classification. The driveway must meet municipal standards, be authorized by the school bus authorities and a municipal snowplow agreement must be signed to allow equipment onto private property
 - c) Bus turnarounds on private property which are required due to traffic safety, etc. will be maintained as a Priority #3. The driveways or turn around areas must meet municipal standards, have written authorization by the school bus authority and a signed municipal snowplow agreement.
3. Plowing operations may result in accumulations of snow or windrows across driveways. To ensure priority scheduling is met, the snow removal equipment will be operated in a continuous manner. Snow wings or other attachments will be employed to feather out these accumulations where practical.
- a) Snow plowing will not occur on field access roads, with appropriate signage in place.
4. Following severe storms which result in windrows exceeding 0.75 meters in height and upon completion of the plowing program, these accumulations will be removed from driveways.

Chief Administrative Officer – Barry Kolenosky

Date



Lesser Slave River

Request for Decision

Title:	Policy J6-Veterinary Services Incorporated Partnership Program
Date:	12/13/23
Presented By:	Kendra Kozdrocki, Agricultural Fieldman
Attachments:	<i>Policy J6- Veterinary Services Incorporated Partnership Program Policy</i> <i>Veterinary Services Incorporated Partnership Program Policy</i>

Proposed Motion	<ol style="list-style-type: none"> 1. <i>Move to adopt J6 Veterinary Services Incorporated Partnership Program as presented.</i> 2. <i>Move to accept J6 Veterinary Services Incorporated Partnership Program Procedure as information.</i>
Administrations Recommendation(s)	As proposed.

BACKGROUND

Council reviewed J6- Veterinary Services Incorporated Partnership Program policy at the December 6, 2023, Committee of the Whole meeting and made a motion to bring the policy, with amendments, to the following Council meeting on December 13th, 2023.

Changes include removing administrative procedures from the policy, adding program eligibility, and adding clear roles of Council, administration, and the Agricultural Service Board.

ALTERNATIVE OPTIONS

1. Move that Council approve J6- Veterinary Services Incorporated Partnership Program policy and the administrative procedure, as presented.
2. Move that Council bring back J6- Veterinary Services Incorporated Partnership Program Policy and administrative procedures to an upcoming COW meeting for further discussion.

BENEFIT/RISKS

Benefit: the Policy and Procedures provide clear direction to Council, Administration, and ratepayers.

Risk: No perceived risks to the recommended motion.

STRATEGIC ALIGNMENT

1. Policy and Procedure Development Policy
2. Animal Health Act
3. Agricultural Service Board Act

FINANCIAL IMPLICATION

Livestock Ind- \$18,000

COMMUNICATION STRATEGY

Inform- The policy and procedure will be available on the MDLSR website and social media platforms.

Prepared By:	Kendra Kozdrocki, Agricultural Fieldman
Reviewed By:	Dawn Lynn Durocher, Municipal Clerk
Approved By:	Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Title:	VETERINARY SERVICES INCORPORATED PARTNERSHIP PROGRAM
Policy Number:	J6
Effective Date:	December 13, 2023
Resolution:	
Department Responsible:	Agricultural Services
Supersedes Policy No:	J.6
Next Review Date:	December 13, 2026

POLICY STATEMENT:

The Municipal District of Lesser Slave River No.124 (MDLSR) recognizes the importance of the livestock industry throughout the municipality and will enter into an agreement with Veterinary Services Incorporated (1980) Ltd. (VSI). The program is to support local livestock producers, via the Veterinary Services Partnership Program. The program is to assist in the recruitment and retention of veterinary services, to enhance productivity of the livestock industry and to promote the best management practices for improved animal health and welfare.

DEFINITIONS:

“**ASB**” means Agricultural Service Board.

“**MDLSR**” means Municipal District of Lesser Slave River No.124

“**VSI**” means Veterinary Services Incorporated (1980) Ltd.

“**Council**” means the duly elected Council of the Municipal District of Lesser Slave River No. 124.

PRINCIPLE:

1. OBJECTIVES

- a. Enhance the viability of livestock operations.
- b. Enhance the viability of local veterinary practices.
- c. Encourage the retention of local Veterinarians.
- d. Improve the efficiency of livestock production.
- e. Enhance animal welfare.
- f. Enhance animal health.
- g. Enhance food safety.
- h. Support Health Canada regulations on safe and effective antibiotic use in Canada.

2. ELIGIBILITY

- a. The program is for veterinary services (1980) Ltd. Schedule “A”.
- b. The livestock producer must reside within MDLSR to qualify for the program.
- c. The livestock producer must own the animals that are to be covered under the programs Schedule “A”.



Lesser Slave River

TITLE: Veterinary Services Inc. Partnership Program

PROCEDURE NO: J6

RESOLUTION:

EFFECTIVE DATE: December 6, 2023

DEPARTMENT RESPONSIBLE: Agricultural Services

NEXT REVIEW DATE: December 6, 2026

GENERAL GUIDELINES:

The purpose of this procedure is to set forth a framework for participation in the Veterinary Services Incorporated (VSI) program, with the goal of boosting efficiency and sustainability of the livestock industry within the MDLSR and advocating for the best management practices for improved animal health.

DEFINITIONS:

“**ASB**” means Agricultural Service Board.

“**MDLSR**” means Municipal District of Lesser Slave River No.124.

“**VSI**” means Veterinary Services Incorporated (1980) Ltd.

PROCEDURE:

1. PROGRAM GUIDELINES

- a. VSI members shall be required to notify the MDLSR every (3) years in January to advise of their intent to continue the use of VSI, at which point, all pertinent information shall be updated.
- b. If a VSI member fails to advise of their intent to continue using the services for five (5) consecutive years, their membership privileges may be discontinued.

2. AGRICULTURAL FIELDMAN RESPONSIBILITIES

- a. The Agricultural Fieldman will administer, coordinate, and monitor the VSI program.
- b. Quarterly updates will be provided the Agricultural Service Board.
- c. The Agricultural Fieldman shall act as the liaison between the VSI Program, the Veterinary Clinics, and the eligible VSI members.

3. AGRICULTURAL SERVICE BOARD RESPONSIBILITIES

- a. Will annually:
 - i. determine the level of cost-sharing between the MDLSR and eligible members;
 - ii. determine service caps that are to be placed on any of the covered veterinary services; and;
 - iii. set a budget accordingly and forward the budget to Council for approval.

4. COUNCIL RESPONSIBILITIES

- a. Will approve, vary, or deny the annual budget set for the VSI Program, based on the needs of eligible VSI members.
- b. Will approve, vary, or deny year-end budget overages for the VSPP (a variance or denial of a year-end budget overage may initiate a bill-back procedure to VSPP members to recover the overage).
- c. Will appoint a Council member from the Agricultural Service Board to stand on the VSI Board of Directors.
- d. Determine cost sharing between the MDLSR and the eligible members.



Lesser Slave River

- e. In the case that the VSI requisition exceeds the annual set budget, Council may waive all or a portion of the funding overage or initiate a bill-back procedure to recover all or a portion of the overage.
 - i. Council may approve additional funds be allocated to the VSI Program to ensure financial coverage of the program.

5. Chief Administrative Officer Responsibilities

- a. Will ensure the agreement and approved funds are forwarded to VSI in a timely manner.

RELATED DOCUMENTS:

Veterinary Services Incorporated (1980) Schedule "A" Eligible Services
 Veterinary Services Incorporated (1980) Schedule "B" Ineligible Services

DRAFT

Barry Kolenosky – Chief Administrative Officer

Date