



AGENDA

Municipal District No.124 Regular Council
Wednesday, April 24, 2024 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 April 24, 2024, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the April 24, 2024, Regular Meeting of Council agenda as presented.

ADOPTION OF MINUTES

- 4.1 April 10th, 2024, Regular Meeting of Council Minutes

4 - 8

Proposed Motion: Move to adopt the April 10, 2024, Regular Meeting of Council Minutes as presented.

[04102024 - DRAFT MINUTES -Regular Council](#)

DELEGATIONS

- 5.1 Alex Pavcek - Regional Fire Chief, Lesser Slave Regional Fire Service - 10:00 a.m.

9 - 19

Proposed Motion: Move to accept the report for Alex Pavcek, Regional Fire Chief of Lesser Slave Regional Fire Service as information.

[LS Regional Fire report](#)

REPORTS

- 6.1 Director/Manager 1st quarter reports

20 - 43

Proposed Motion: Move to accept the Director/Manager 1st quarter reports as presented.

[1st Quarter Agriculture Report](#)

[1st Quarter Capital Projects Report](#)

[Capital Budget 2024 - Council April 24, 2024](#)

[1st Quarter Facilities Report](#)

[1st Quarter Transportation Report](#)

[1st Quarter HR Report](#)

[1st Quarter Legislative Services Report](#)

[1st Quarter P & D Report](#)

[1st Quarter Protective Services report](#)

CONSIDERATION OF BYLAWS & POLICIES

- 7.1 AG-G63-16 Soil Conservation Policy & Procedure 44 - 49

Proposed Motion: Move to adopt AG-63-16 Soil Conservation Policy as presented.

Proposed Motion: Move to accept AG-63-16.01 Soil Conservation Procedure as information.

[RFD AG-63-16 Soil Conservation Policy & Procedure](#)

[AG-63-16 Soil Conservation Policy](#)

[AG-63-16.01 Soil Conservation Procedure](#)

- 7.2 PS-26-01 Community Peace Officer Policy & Procedures 50 - 54

Proposed Motion: Move to adopt PS-26-01 Community Peace Officer Policy as amended

Proposed Motion: Move to accept PS-26-01.13 through PS-26-01.21 procedures as information.

[RFD - PS-26-01 Community Peace Officer Policy & Procedures](#)

[PS-26-01 Community Peace Officer Policy](#)

REQUESTS FOR DECISION

- 8.1 Penalty on Tax Roll #041786 and #041788 55 - 57

Proposed Motion: Move to not cancel penalties on Tax Roll #041786 and #041788.

[RFD - Cancellation of Penalties](#)

[Resident letter Redacted](#)

- 8.2 Filing for Extension of Financial Statements 58

Proposed Motion: Move to apply for an extension for filing financial statements with Municipal Affairs.

[RFD - Extension](#)

- 8.3 Increase to Line Painting Budget 59 - 63

Proposed Motion: Move to increase the line painting budget from \$28,044 to \$41,500 for the 2024 budget year, with dollars to be absorbed within the existing approved 2024 budget.

[RFD - Line Painting Increase amended](#)

- 8.4 Deviation from Procurement Policy 64 - 65

Proposed Motion: Move to authorize administration to deviate from policy B.10 Procurement of Goods & Services policy to purchase a used water truck from a auction house to a maximum of \$150,000 as per the 2024 Capital Budget.

[RFD - Deviation from Procurement Policy](#)

FINANCIAL

- 9.1 Finance Monthly report 66 - 73

Proposed Motion: Move to accept the Municipal District of Lesser Slave River No. 124 - Statement of Operations as of February 29, 2024, and Statement of Operations as of March 31, 2024, for information.

[RFD - Motion for February & March, 2024 - Statement of Operations](#)

[MDSLR as of February 2024](#)

[MDSLR as of March 31, 2024](#)

NEW BUSINESS

10.1 Boat Launches

10.2

10.3

CONFIDENTIAL ITEMS - CLOSED SESSION

11.1

NOTICE OF MOTION

ADJOURNMENT

MINUTES

**Regular Meeting of Council
Municipal District of Lesser Slave River No. 124
April 10th, 2024
Council Chambers**

- MEMBERS PRESENT** Murray Kerik - Reeve
Darren Fulmore - Division 1
Sandra Melzer - Division 1
Nancy Sand - Division 1
Brad Pearson - Division 2
Norm Seatter - Division 2
Lana Spencer - Deputy Reeve, Division 2 (Absent)
- IN ATTENDANCE** Barry Kolenosky - CAO, MD LSR
Rudolf Liebenberg - Operational Director of P & D, Utilities & PS, MD LSR
Holly Omelchuk - Operational Director, Finance and Central Services, MD LSR
Shari Spencer - Assistant Director, Field Services & Document Conveyance Manager, MD LSR
Samantha Dyck - Planning & Development Officer, MD LSR
Molly Fyten - BSc, Contractor
Rebecca Weber - Smith School
Caroline Wagenaar - Communication Contractor
Jen Plamondon - Associated Engineering
Michael Paulson - Associated Engineering
Joe McWilliams - Lakeside Leader
Marilyn Gladue - Recording Secretary, MD LSR
- CALL TO ORDER** Reeve Kerik called the meeting to order at 10:04 a.m.
- ADOPTION OF AGENDA** **April 10th, 2024, Regular Meeting of Council Agenda**
MOTION 177-24
Moved by Councillor Pearson to adopt the April 10th, 2024, Regular Meeting of Council Agenda as amended:
Add:
- 6.4 Industrial Land Study
- 6.5 Voyent Alert
- 6.6 Outgoing Correspondence
- 6.7 Marten Beach Truck fill Update
- 6.8 Powerline Brushing
CARRIED
- APPROVAL OF MINUTES** **March 26th, 2024, Regular Council Meeting Minutes**
MOTION 178-24
Moved by Councillor Fulmore to approve the March 26th, 2024, Regular Council Meeting Minutes as presented.
CARRIED
March 27th, 2024, Special Meeting of Council Minutes
MOTION 179-24
Moved by Councillor Melzer to accept the March 27th, 2024, Special Meeting of Council Minutes as amended:
- Add "Unanimously to Motions 163-24 and 167-24
- Motion 170-24 Add "Council in attendance only" to Section 19 – Confidential Evaluation
CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
April 10th, 2024

DELEGATION Rebecca Weber – Smith School

MOTION 180-24

Moved by Councillor Pearson to accept he presentation from Rebecca Weber, Smith School as information.

CARRIED

REQUEST FOR DECISION

Appointment of Planning & Development Officer

MOTION 181-24

Moved by Sand to appoint Samantha Dyck as a Planning & Development Officer pursuant to the Establishment of Development Authority, Subdivision Authority and Municipal Planning Commission bylaw 2024-01.

CARRIED

MOTION 182-24

Moved by Councillor Pearson to have Administration bring back an update on the Contracted Services expenditure amount.

DEFEATED

For: 1
Against: 5

Forest Resource Improvement Association of Alberta (FRIAA) Grant

MOTION 183-24

Moved by Councillor Fulmore that Council direct Administration to submit three Request for Proposal to the FRIAA Community Fireguard Program for Phase 1 – Planning.

CARRIED

Councillor Fulmore exited at 11:00 a.m.
Councillor Fulmore returned at 11:03 a.m.

IT Upgrades

MOTION 184-24

Moved by Councillor Pearson that Council approve Administration move forward with the expenditures outlined in Schedule "A: with funding to come from Reserves – Financial Management.

CARRIED

Councillor Sand exited at 11:29 a.m.
Councillor Sand returned at 11:31 a.m.

Industrial Land Study

MOTION 185-24

Moved by Councillor Pearson to accept discussion on the Industrial Land Study as information.

CARRIED

Voyent Alert

MOTION 186-24

Moved by Councillor Pearson to direct Administration to have Voyent Alert information re-circulated to all media platforms for the Municipal District of Lesser Slave River No. 124.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
April 10th, 2024

Page 3

Outgoing Correspondence

MOTION 187-24

Moved by Councillor Pearson to direct Administration to provide Council with outgoing correspondence as directed from passed motions.

CARRIED

Marten Beach Truck Fill Update

MOTION 188-24

Moved by Councillor Pearson to accept the Marten Beach Truck Fill update from Administration as information and to plan an event for the Grand Opening.

CARRIED

Powerline Brushing

MOTION 189-24

Moved by Councillor Fulmore to direct Administration to draft a resolution that can be presented at a Pembina River District 3 meeting and to be forwarded to the 2024 Fall Rural Municipalities of Alberta Conference in regards for the need to provide Brushing along the ATCO powerlines in the Province to mitigate the Wildfires.

CARRIED

MOTION 190-24

Moved by Reeve Kerik to direct Administration to draft a resolution that can be presented at a Pembina River District 3 meeting and to be forwarded to the 2024 Fall Rural Municipalities of Alberta Conference in regards to CN reverting back to the process of Wildland fire car mitigation being followed up during train movement that would assist in mitigating the Wildfires.

CARRIED

MOTION 191-24

Moved by Councillor Sand to direct Administration to draft a letter to ATCO requesting that Brushing and Tree removal take place at East Fawcett Lake area to mitigate the Wildfires.

CARRIED

REPORTS

Smith WTP Raw Water River Intake Pump Chamber Re-Construction Project

MOTION 192-24

Moved by Councillor Seatter to accept and approve the Smith Raw Water Intake Chamber re-construction project and award the construction contract to "640 Earthworks" for a lump sum total of \$885,070.43 with monies coming from MSI GRANT Funding.

CARRIED

Southshore Grader Location – Pilot Project

MOTION 193-24

Moved by Councillor Melzer that Council accepts the Southshore Grader Location Pilot Project Briefing as information.

CARRIED

Water Line Break in Widewater

MOTION 194-24

Moved by Councillor Pearson to accept the Water Line Break briefing information and approve additional budget allocation for preventative maintenance at the 2025 Budget deliberations.

CARRIED

Waste and Recycling Ambassador – New Position (Pilot)

MOTION 195-24

Moved by Councillor Pearson that the MD of Lesser Slave River No. 124 Council supports the new pilot position for a Waste and Recycling Ambassador, which can provide services for the MD of Lesser Slave River. Lesser Slave Lake Regional Waste Management Services Commission (LSLRWMSC), the Town of Slave Lake, and the Athabasca Regional Waste Management Services Commission (ARWMSC); to be funded through a cost-sharing model (approximately \$9,100 for the MD of Lesser Slave River for the 6-month pilot period, based on four supporting entities).

CARRIED

MOTION 196-24

Moved by Councillor Pearson that the MD of Lesser Slave River No. 124 Council supports the new pilot position for a Waste and Recycling Ambassador, which can provide services for the MD of Lesser Slave River. Lesser Slave Lake Regional Waste Management Services Commission (LSLRWMSC), the Town of Slave Lake, and the Athabasca Regional Waste Management Services Commission (ARWMSC); to be funded through a cost-sharing model (approximately \$9,100 for the MD of Lesser Slave River for the 6-month pilot period, based on four supporting entities).

CARRIED

Board Reports

Agricultural Service Board – Councillors Melzer and Fulmore

**Community Futures Slave Lake – Councillor Sand
Community Futures Tawatinaw Region – Councillor Melzer**

Slave Lake Airport Services Commission – Councillors Seatter, Fulmore and Pearson

Lesser Slave Lake Regional Housing Authority – Councillors Pearson and Sand

Homeland Housing – Councillor Melzer

Councillor Pearson exited at 2:16 p.m.
Councillor Pearson returned at 2:18 p.m.

**Alberta North Central Alliance – Reeve Kerik and Councillor Sand
Tri-Council Health Advocacy Committee – Councillors Pearson, Melzer and Fulmore**

Lesser Slave Regional Waste Services Commission – Manager Kolenosky

Lesser Slave Lake Watershed Council – Councillors Seatter and Pearson

Pembina River District No. 3

Disaster Service Committee

MOTION 197-24

Moved by Councillor Pearson to accept the verbal reports from Council as information.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
April 10th, 2024

ITEMS FOR DISCUSSION

Accurate Assessment Presentation – Spring

MOTION 198-24

Moved by Councillor Pearson to accept the discussion of Accurate Assessment presentation as information and to schedule a Virtual client service session to assist residents with their Assessment queries.

CARRIED

Youth Innovation Component or the Enabling Accessibility Fund

MOTION 199-24

Moved by Councillor Pearson to accept the Youth Innovation component of the Enabling Accessibility Fund as information.

CARRIED

CLOSED SESSION

MOTION 200-24

Moved by Councillor Fulmore to go into Closed Session at 2:35 p.m. as per the following Sections of the FOIP Act with CAO Kolenosky, Assistant Director, Field Services and Document Conveyance Manager Spencer and Recording Secretary Gladue in attendance.

CARRIED

Section 19 – Confidential Evaluations

DELEGATIONS

Jen Plamondon/Michael Paulson – Associated Engineering

- **Smith Bridge Update**

Assistant Director, Field Services and Document Conveyance Manager Spencer exited at 2:25 p.m.

OPEN SESSION

MOTION 201-24

Moved by Councillor Fulmore to return to Open Session at 3:52 p.m.

CARRIED

ADJOURNMENT

MOTION 202-24

Moved by Councillor Melzer to adjourn at 3:52 p.m.

CARRIED

Chief Administrative Officer

Reeve



2023 Annual Report



Our Mission

Through partnerships and collaboration, the Lesser Slave Regional Fire Service strives to provide safer communities through sustainable fire and life safety initiatives, education and emergency response.

Our Vision

Providing a safe and sustainable future within our communities through emergency preparedness, training and education.

Our Values

We value safety, integrity, respect, excellence, community, and success through collaboration and innovation.

SUMMARY

2023 the Lesser Slave Regional Fire Services again responded to a record number of emergency call outs, totaling 692, A large increase in Wildland fires this year as Alberta experienced one of the worst wildfire seasons in recent history. All stations responded to a wildfire event along the Old Smith Highway in late May for 7 days, as well the LSRFS sent units and members to 13 communities in Alberta and the North West Territories to assist. Responding to various events also means that we require highly trained, professional responders. Training has become a large focus as we entered into the first ever Paramedic/Fire live in training program with Northern Lakes College and Lakeland College.

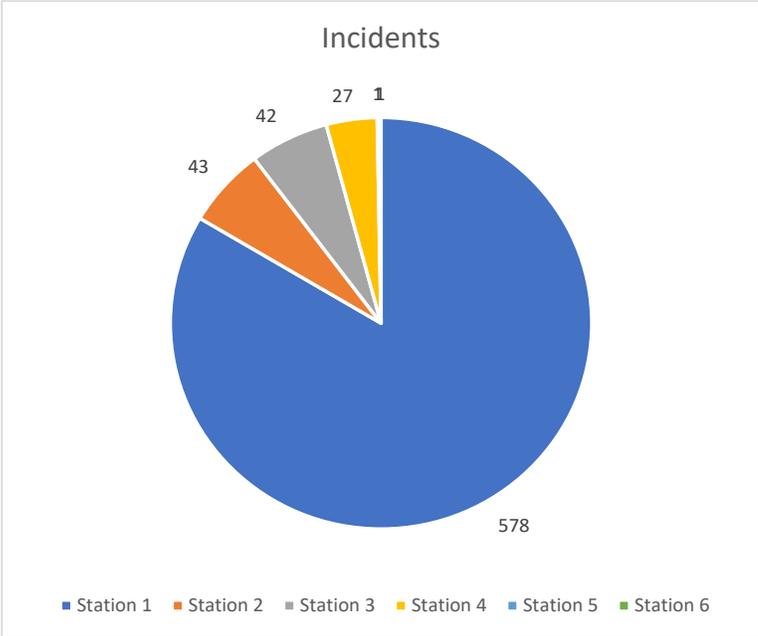
A new custom rescue truck was delivered in late December, and the Lesser Slave Fire and Rescue Society, along with Tim Hortons Smile Cookie, collaborated to upgrade our Command/Rehab trailer to a mobile bus unit, with no cost to the fire service. The trailer was turned over to Search and Rescue as an upgrade, and the old Search and Rescue trailer will become a Hazmat response unit.

This report will briefly illustrate some of the statistics for the 2023 response year and highlight some of the challenges faced as well look ahead to the challenges that lie ahead in 2024. A new formal Fire Services agreement between the Town of Slave Lake and Sawridge First Nation was finalized in 2023 and the Alberta First Responders Radio Communications System (AFRRCS) full changeover from the existing Legacy system is expected to be completed in 2024. As well as a replacement fire engine for one of the Rural Fire stations will be ordered.

Emergency Calls

Breakdown by Station:

- Station 1 (Slave Lake) – 578
- Station 2 (Widewater) – 43
- Station 3 (Smith) – 42
- Station 4 (Flatbush) –27
- Station 5 (Mitsue) – 1
- Station 6 (SAR) – 1



Incident Statistics:

Fire – 327

Structure, car, outdoor, alarms, power, trash

Rescue – 179

Motor vehicle collision, rope, confined space, water, ice, machinery, SAR assist, backcountry

Medical – 168

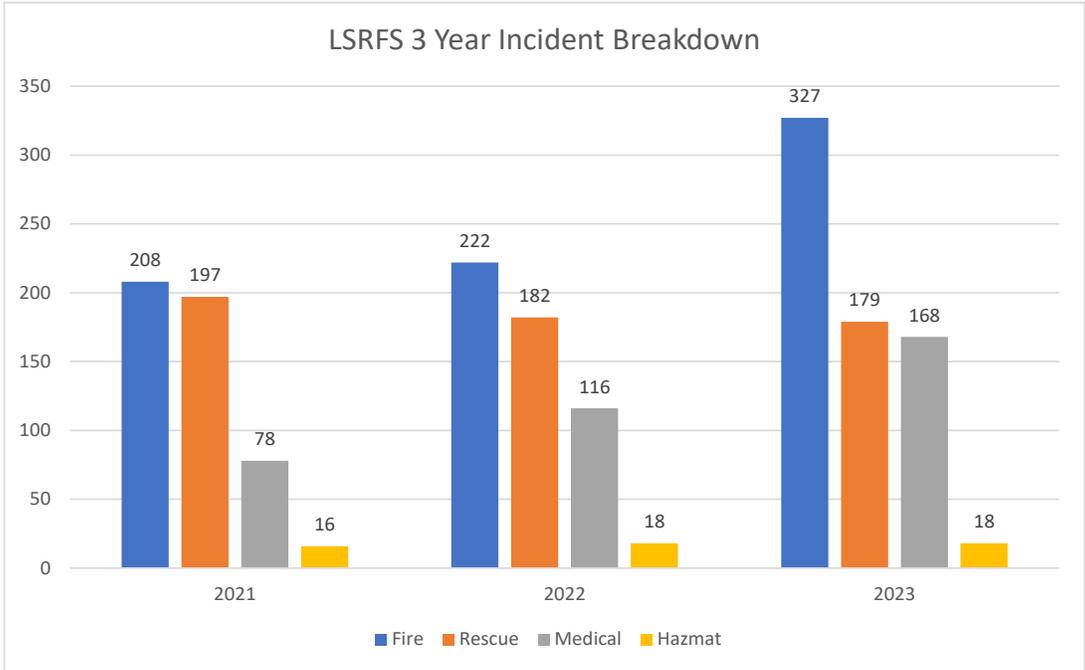
All EMS assistance incidents

Hazmat – 18

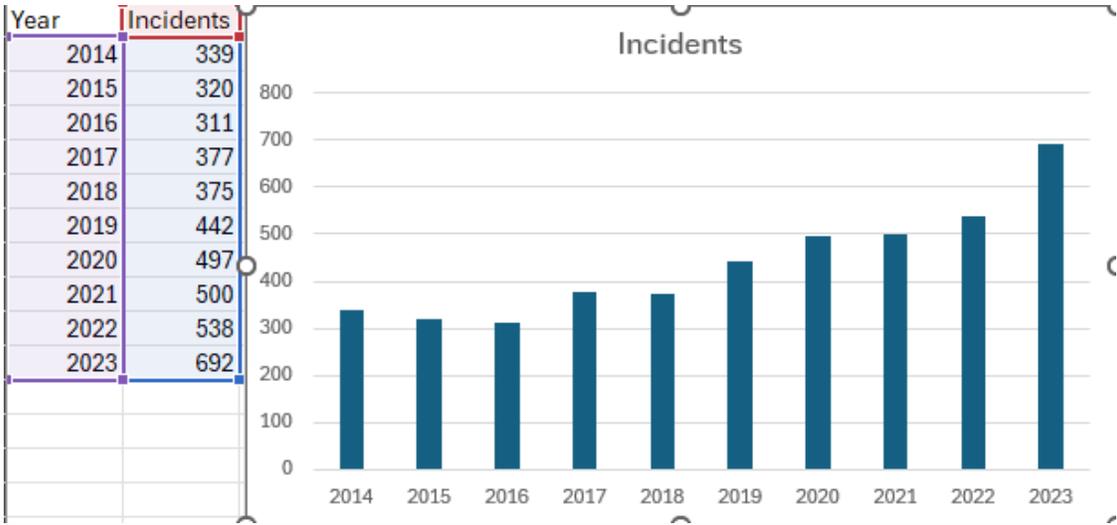
All Hazardous Materials related incidents

Total Incident 2023 = 692

Total personnel incident hours – 4,714



Ten Year Trend



FIRE & LIFE SAFETY / PREVENTION

- Fire & Life Safety Inspections: **36**
- Fire Investigations: **14**
- Fire Prevention week school tours – **13 schools/2816 School Age Children**
- Fire Department open houses (fire prevention week and Emergency Preparedness week) – **5**
1300 Guests Visited Open houses
- Community Events (*i.e., Candy cane check stop, Christmas toy drive*) – **2**
- FireSmart Community Events: **1**
- Marten Beach Community Day
- FireSmart Home Assessments: **1** completed
- Hazard Reduction Burning: **65** HA
- Grass Mowing **200** HA
- Boat Patrols: **21**
- Pre-Incident Planning: **55** Complete, **21** in progress
- Community Wildfire Pre-Planning: **5** Complete, **5** in progress

EMERGENCY SERVICES TRAINING CENTRE

- 2023 Recruit Class's – 18 new LSRFS members (*13 Slave Lake, 1 Widewater, 3 Smith, 1 Flatbush*)
- In-House Training Program (*5 LSRFS Stations*)
- All in house training for LSRFS firefighters (*Monday/Tuesday nights, weekend training*)
Total Training Hours all LSRFS members – **3568 Hours**
- Basic & Advanced Wildland Urban Interface (WUI) Course Development. The LSRFS developed these courses with the NLC.
- ATCO Electric driver training
Employee driver training course for 3 days
- Northern Lakes College
NLC confined space rescue course (*4 days throughout year*)
- WCSS annual spill exercise
2-day spill clean up exercise.
Area D spill co-op annual training scenario's 2-day hazardous spill exercise
- Special teams training. Water rescue & technical rescue third Wednesday night of each month
- Search & Rescue training.
Training twice per month on first and third Wednesday night of each month
- New LSRFS/Northern Lakes College/Lakeland College Program 4 months

LOCAL FIRE SERVICE GROUPS

- Special Teams – *Lead Organization*
- Search & Rescue – *Lead Organization*
- Mitsue Mill Managers – *Committee Chair*
- Protective Services – *Committee Chair*
- Regional Fire Chiefs – *Committee Chair*
- Area D Spill Co-Op - *Member*
- Regional Advisory Group – *Internal working Committee*

FIREFIGHTER SOCIETY

- Fishing Tournament
- Smile Cookie
- Golf Tournament
- All In Weekend Support

LSRFS FLEET

- **1 Squad**
 - Carries tools to start any job (*i.e.: small rescue tools, firefighting gear, water/rope gear, Hazmat*).
- **1 Rescue Truck**
 - Has all the rescue gear needed to perform any rescue and all Hazmat gear.
- **2 Ladder Trucks**
 - 1 in Slave Lake first out to all confirmed structure fires, 1 in Mitsue industrial park.
- **6 Engines**
 - 2 Engines in Slave Lake, 1 for structure fire response, 1 for wildland response or where 4x4's needed, 1 at every other station, rural engines carry rescue tools as well as fire equipment.
- **1 Brush Truck**
 - Set up for wildland fires and structure protection locally and/or provincially.
- **4 Tanker Trucks**
 - 1 in Slave Lake, 1 in Widewater, 1 in Smith, 1 in Flatbush used for areas with no hydrants.
- **5 Command/Light Vehicles**
 - Used for Nighttime duty officers, Chief vehicles, pulling trailers and 1 can help to plow snow.
- **1 unit station in Flatbush**
- **6 Trailers**
- **1 Command/Rehab Unit**
- **1 SAR trailer**
- **2 structure protection units (+ 1 new one in 2024)**
- **2 electronic signs**

LSRFS FLEET Con't

- **4 ATV's** 2 6x6's and 2 Quads used by all stations, Search & Rescue and Special Teams for access.
- **2 Boats**
 - 1 Large 24-foot aluminium hull for lake use, 1 Small 11-foot rib boat for river, creek, and flooding use.
- **1 Tractor**
 - Used for mowing program to keep down hazardous grass in spring, summer and fall.
- **1 Skid Steer**
 - Training centre support, snow removal station 1,2,5 and removal of problem trees.



LSRFS RESPONSE AREA

- 10,000 Square KM
- 10,000 Residents
- 400 KM of primary & secondary highway
 - 110km North on Hwy 88, 60km East on Hwy 754, 118km South on Hwy 2/44, 60km East on Hwy 2 towards Athabasca, 40km West on Highway 2.
- Bodies of water
 - Athabasca river, Lesser Slave river, Pembina river, East basin of Slave Lake, all streams, creeks, dugouts, and ponds in MD124.
- Provincial Parks
 - Lesser Slave, Fawcett, Lawrence Lake, Chain Lakes.
- Mitsue Industrial Park
 - Tolko, Slave Lake Pulp, Alberta Plywood and Vanderwell's, Tiger Calcium
- All oilfield facilities
 - Marten Hills road, Hwy 754, Hwy 88, South Mitsue, Mitsue.



COMMUNITIES

- Assineau Initial Response: Station 2
- Canyon Creek Initial Response: Station 2
- Widewater Initial Response: Station 2
- Wagner Initial Response: Station 2
- Bayer Road Initial Response: Station 1
- Slave Lake Initial Response: Station 1
- Sawridge First Nations Initial Response: Station 1
- Marten Beach Initial Response: Station 1
- Poplar lane Initial Response: Station 1
- Mitsue Industrial Park Initial Response: Station 5
- Old Smith Highway Initial Response: Station 1, 5 or 3 (*depending on location*)
- Hondo Initial Response: Station 3
- Smith Initial Response: Station 3
- East Fawcett Initial Response: Station 3
- West Fawcett Initial Response Station 3
- Lawrence Lake Initial Response: Station 3
- Chisholm Initial Response: Station 4
- Tieland Road Initial Response: Station 4
- Flatbush Initial Response: Station 4



5 STATIONS

- Station 1 Slave Lake, Station 2 Widewater, Station 3 Smith, Station 4 Flatbush, Station 5 Mitsue.
- **3 Special Teams (*Water, Technical Rescue, Hazmat*)**
 - Ran out of Station 1 and practice once a month.
- **1 Search & Rescue Group**
 - Ran out of Station 5 and practice twice a month.
- **99 Paid-On-Call Members**
 - Split up between Station's 1 – 5, SAR and Special Teams.
- **8 Fulltime Permanent Staff**
 - Fire Chief, Deputy Chief, Maintenance Officer, Admin Assistant, Captain, 3 Fire Fighters.
- **6 Students** Lakeland/NLC
- **Station 1:**
 - 29 Firefighters
 - 2 Lieutenants
 - 4 Captains
 - 1 Deputy Chief
 - 1 Fire Chief
 - 22 SAR Members
- **Station 2:**
 - 6 Firefighters
 - 1 Captain
 - 1 Lieutenant
- **Station 3:**
 - 12 Firefighters
 - 1 Captain
 - 1 Lieutenant
- **Station 4:**
 - 11 Firefighters
 - 1 Captain
 - 2 Lieutenants
- **Station 5:**

Note * currently stationed out of Station 1, Station 5 ran as a satellite station.

PROFESSIONAL ASSOCIATION ACTIVITY / INVOLVEMENT

- Canadian Volunteer Fire Service Association (*CVFSA*)
- Alberta Fire Training Officers' Association (*AFTOA*)
- Canadian Association of Fire Chiefs (*CAFC*)
- National Fire Protection Agency (*NFPA*)
- Alberta Fire Chiefs Association (*AFCA*)
- Search and Rescue Alberta (*SARA*)
- Peace Regional Fire Chiefs' (*PRFC*)
- Alberta Task Force 1 (*ABTF-1*)





Lesser Slave River

Report to Council

Title	Agricultural & Environmental Services 1 st Quarter Report Jan-March/2024
Date	04/24/2024
Presented By:	Kendra Kozdroski, Agricultural Fieldman
Attachments	

Proposed Motion	<i>Move to accept the Agricultural & Environment Services 1st quarter report as information.</i>
Administration's Recommendation(s)	As proposed.

Capital

- *Landscape Mower Tender awarded.*

Operational

- *Meeting between MDLSR, Town of Slave Lake, & Alberta Environment and Parks for maintenance at Devonshire Beach.*
- *Hired seasonal employees.*
- *ASB Meetings: January 13th & March 9th, 2023*
- *Pest monitoring meeting: Wild Boar, Grasshoppers, Wheat Smidge, Clubroot*
- *Signed agreements for Provincial Recreation Areas- \$90,000*
- *Weir project continuing to move forward- outhouse roof being replaces, new picnic tables, garbage receptacles, signage.*
- *Hosted Sustainable Canadian Agricultural Partnership Program Workshop in Flatbush, AB. 23 attendees.*
- *Attended Agricultural Service Board Conference in Lethbridge, AB.*
- *Working with Alberta Transportation and subcontractor on addressing problem areas on our highways for the 2024 season.*
- *Compiled and worked with communications on Agriculture portion of the new MDLSR Website*
- *Weed Act Best Practices Sub-Committee meeting to establish regional guidelines for issuing notices (Parkland County, Strathcona County, Leduc County, Yellowhead County).*
- *Drone Course hosted at Flatbush Complex.*
- *Compiling information and working with communications on Rural Roots.*
- *Assisting Transportation with Culvert Inspection Program.*
- *Emergency tabletop exercise in Slave Lake.*
- *Maintenance on equipment for 2024 season.*
- *Provincial meeting to discuss potential Weed Control Act changes.*

Prepared by: Kendra Kozdroski, Agricultural Fieldman
 Reviewed by: Marilyn Gladue, Executive Assistant
 Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Projects Quarterly Report
Date	April 24, 2024
Presented By:	Shari Spencer
Attachments	Inventory of Rolling Stock

Proposed Motion	<i>Move that Council accept the Projects Q1 Quarterly Report as Information</i>
Administration's Recommendation(s)	As proposed

1st Quarter Report – January - March

Capital

Smith Subdivision

Preliminary discussions with council have been conducted. Administration is working with council to develop a Land Disposal policy and procedure. In the meantime, Administration is investigating to determine what work needs to be completed to subdivide the land.

Combined Firehall, Library, Office

Concept plans were developed and presented as part of the 2024 budget process. Feedback was given to the consultant in late March, 2024 and Administration is waiting to see a second draft.

AFRRCS Radio System

The radios have arrived; they are in the programming phase. An installment plan is being developed for final deployment.

2023 Vehicle Replacement

Eight out of nine vehicles have been sourced, delivered and commissioned into the fleet. Administration is working to source the final light duty truck, which has been difficult because of the color requirements.

Southshore Estates Drainage

The project manager has met with the effected residents and informed them of the MD's plans going forward. Alberta One Calls have been placed, and an agreement is in place with Swan River Natural Gas. Design is finished, and construction will start approximately April 22, 2024 using in house resources.

Smith Pavement Rehabilitation

Staff has evaluated the data from scoping the underground utilities, and work is being done to determine what repairs are needed prior to surface upgrades. The Transportation Manager is monitoring the spring thaw and will determine

which areas will require patching once the frost is out of the ground.

Old Smith Highway Reroute

The project manager has been working with the geotechnical team to collect the final data needed to finalize the roadway design. The bridge design was successfully completed, and the department of oceans and fisheries approvals obtained. Several contractors have been prequalified and a tender document is being finalized, so that work can commence as soon as possible on the roadway. The team is still aiming to be complete by the end of 2024.

Smith Bridge Preliminary Design

Administration had a very positive meeting with Alberta Transportation where AT advised that the MD should continue to pursue alignment 'A'. Associated Engineering has committed to providing the Final Sealed Concept Design Report by April 24, 2024 along with a Cash Flow / Schedule for Alignment A for the remainder of the preliminary design phase.

BF79260 Flatbush Creek Bridge Culvert Replacement

Administration has engaged MPA Engineering from Peace River to finish the engineering and get the project ready to tender. MPA had worked on the original design and grant application, so there is significant cost savings to continuing to work with MPA. They are aiming to have a tender issued in June 2024, with construction complete by the end of 2024, however due to Alberta Environment's restricted activity periods, this may have to be stretched into early 2025.

Radios for Fleet

The radios have arrived; they are in the programming phase. An installment plan is being developed for final deployment.

Smith Bridge Repairs

The tender for the remaining truss repairs closes on April 23, 2024. The results will be brought forward to council in May to award the work.

Smith Raw Water Pump Chamber and Pipe Replacement

Council awarded the contract to 640 Earthworks for \$885,070.43. Construction will tentatively start in September when river levels are usually lowest. This helps to minimize the amount of instream work.

Marten Beach Truckfill Station

Final commissioning of the electronic system is underway and a grand opening is scheduled for May 16, 2024.

PLC Upgrades

This is complete in all locations pending the delivery of final as built drawings with the exception of the Canyon Creek Water Treatment Plant. That location is on hold until the membrane installation takes place.

Flatbush Raw Water

Project Managers are working to obtain the amendments to the Alberta Environment Approval for the well to be used for raw water. Preliminary design for the pumps, hoses and electrical components is underway and once the Marten Beach system is operational construction can commence here.

Canyon Creek Ultrafiltration Membranes

The membranes have been received, the MD is waiting to hear when the contractor will be available to come and install them.

Ranch Road Culvert Replacement

Administration is waiting to receive a proposal from MPA for engineering services for this project. MPA has also worked on some of the preliminary design already, so there is cost savings to continuing to work with this firm.

Culvert Engineering & Permitting

Administration is preparing an RFP to seek maintenance and mitigation possibilities for the proposed locations.

SL River Boat Launch Upgrades Phase 2

Alberta Parks has purchased the materials for the upgrades and delivered them to the Slave Lake Shop. MD Staff have completed the cleaning of the structure and are planning the construction phase now.

SL Office Renovations & Expansion

Administration is in the preliminary planning stage to accommodate people and ensure that services to ratepayers continue throughout the renovation.

Smith Firehall/Maintenance Shop Siteworks

Once the changes have been made to the concept plan, Administration will start planning the work to move the transfer station to its new location using in house resources wherever possible.

Fire Engine

Tender was issued in February and awarded in March to Acres Industries for \$819,800. The deposit has been paid, and Pre-Build Meeting will happen next week.

Rescue Stabilization Tools

The rescue stabilization tools have been ordered and delivery is expected in the Fall of 2024.

2024 Vehicle Replacement

This was tendered and awarded to Windsor Ford for \$236,363.44. Delivery is expected by June 30, 2024.

Mower Replacement

This was tendered and awarded to Deerland Equipment for \$38,214.00. Delivery is expected by June 30, 2024.

772 (or equivalent) Grader

This was tendered and awarded to Finning Canada for \$655,000. Delivery is expected in late summer of 2024.

872 (or equivalent) Grader

This was tendered and awarded to Finning Canada for \$715,000. Delivery is expected in December 2024.

Hoist for Slave Lake Shop

This has been purchased for \$34,948.00 and installed.

Compact Track Loader

A tender has been posted to the Alberta Purchasing Connection, as well as on the MD website and social media channels. The tender closes on May 2, 2024 and the results will be brought forward to council at that point.

Used Water Truck

Administration has identified several possibilities at a few auction houses. They plan to send the mechanic to view them before the sale, so that informed bids can be made.

Loader Attachments

Administration sourced three quotes and ordered the attachments from Brandt for \$23,940. Delivery is expected before the end of April.

Security Upgrades to Facilities

Administration is evaluating possible locations to determine where the biggest need for security improvements are. Once this is determined, the MD will work with a third-party contractor to schedule the installation work.

Body Worn Cameras

This have been purchased for \$18,306 from Axon Public Safety Canada. They are currently in use.

East Mitsue Pavement Repairs

Administration is building a tender package for a design build approach to this project. It is expected to be posted in early May.

West Mitsue Re-Paving Prep Work

Administration is working to determine what work is required this year to ensure that this project is ready to tender in early 2025.

Smith Membrane Tank Relining

The project manager is working with the department and local contractors to plan this project. Currently schedule and logistics are being arranged to ensure there is little to no service interruption for residents.

Canyon Creek/Wagner Truckfill Integration

A project manager is working with the department to create a timeline and a plan for this project that will minimize disruption to services.

Waste Bin Revitalization & Rental

Administration is working with a local contractor to refurbish the bins over time. They plan to start with the bins at the Smith Transfer Station first and then move to Flatbush.

Range Road 80 Train Crossing

Administration has reached out to the representative from CN Rail to determine what the next steps are to handle this project. So far there has not been any reply, or billing received for this project.

Operational

Municipal Development Plan & Land Use Bylaw Plan Alignment

Council and Administration engagement has been completed and the project manager is in the process of writing the first draft.

Municipal Servicing Standards

Initial meeting with the town is scheduled for April, the Alberta Community Partnership grant was successful.

Valve Maintenance Program

Summit Valve and Controls Inc. has been engaged to help implement this program. The Assistant Director of Utilities is waiting to find out the date for the training.

Headworks Grinder

This has been purchased and installed from Talmek for \$91,853.17.

Flatbush Truckfill POS Upgrade

A project manager is researching options for what system will work well here and be within budget.

Preventative Maintenance Program

The same contractor that is providing the valve maintenance program will be assisting with this project. MD Staff is coordinating so that it can happen at the same time.

Nuisance Files/Clean Up Orders

Administration has sent out four compliance notices so far and has been very pleased with response so far. Three of the four have contacted the MD about next steps, and two are already taking steps towards becoming compliant. The MD plans to issue some notices on some of the smaller files in the next month or so.

Personal Protective Equipment (Fire Dept.)

The equipment has been ordered and delivery is expected in mid to late summer.

Back Sloping Program

The new program is now accepting applications for 2024. It has been advertised on the MD website and on social media, applications close on June 1, 2024.

Directional Road Signage

Road signs have been ordered for \$11,408.80 from Barricades & Signs. Once the signs are delivered, staff will start installing them.

Succession Planning

Managers are identifying which employees are nearing retirement and what the crossover training requirements will be for each position. They are working with the individual employees to determine what the approximate timelines are for their planned departures.

Energy Audit

Project managers have implemented monitoring equipment at several sites and are analyzing the data to propose next steps. The biggest concern is to eliminate the need for space heaters at the Southshore Wastewater Treatment Facility.

Census

Census date was set as April 15, 2024, and Administration is working to contract enumerators.

Enterprise Fleet Management

Administration met with a representative from Enterprise Fleet Management, the initial presentation was promising, and some more information was sent so EFM can provide some options for consideration. A list of all rolling stock was attached to this report as per council request.

Prepared by: Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer

Capital Projects 2023					
Project	Project Code/GL	Manager	Budget	YTD	Over/Under
AFRRCS Radio System	232310		\$ 250,000.00	\$ 53,255.50	\$ 196,744.50
Combined Smith Firehall, Library and Office Study	232318		\$ 30,000.00	\$ 10,000.00	\$ 20,000.00
Smith Pavement Rehabilitation	322275		\$ 36,000.00	\$ 7,525.00	\$ 28,475.00
Smith Bridge repairs	322301		\$ 1,269,432.00	\$ 1,095,753.31	\$ 173,678.69
Smith Bridge Prelim Design	322302		\$ 2,203,800.00	\$ 991,764.00	\$ 1,212,036.00
Radios for Fleet	322312		\$ 50,000.00	\$ 6,119.80	\$ 43,880.20
Old Smith HWY Reroute	325404		\$ 3,175,545.00	\$ 1,158,644.14	\$ 2,016,900.86
2023 Vehicle Replacement	362314		\$ 585,000.00	\$ 515,498.68	\$ 69,501.32
Southshore Estates Drainage	372305		\$ 365,000.00	\$ 32,776.53	\$ 332,223.47
PLC Upgrade	412101		\$ 1,270,600.00	\$ 932,714.26	\$ 337,885.74
Smith Raw Water Pump Chamber	412278		\$ 1,345,000.00	\$ 109,240.85	\$ 1,235,759.15
Canyon Creek Raw Water Pump Chamber	412279		\$ 800,000.00	\$ 824,047.51	\$ (24,047.51)
Marten Beach Truckfill Station	412306		\$ 452,600.00	\$ 412,929.60	\$ 39,670.40
Flatbush Raw Water	412307		\$ 250,000.00	\$ 13,028.38	\$ 236,971.62
Smith Subdivision	615348		\$ 91,000.00	\$ 72,950.34	\$ 18,049.66
Hoist for Slave Lake Shop	2423601		\$ 37,000.00	\$ 35,383.00	\$ 1,617.00
Slave Lake Office Renovations	2421201		\$ 410,000.00	\$ 652.80	\$ 409,347.20
SL River Boat Launch Upgrades Phase 2	2421202		\$ 10,000.00	\$ 810.00	\$ 9,190.00
Fire Engine	2422301		\$ 900,000.00	\$ 339,529.00	\$ 560,471.00
Rescue Stabilization Tools	2422302		\$ 50,000.00	\$ -	\$ 50,000.00
Security Upgrades	2422601		\$ 160,000.00	\$ -	\$ 160,000.00
Body Work Cameras	2422602		\$ 18,306.00	\$ -	\$ 18,306.00
Flatbush Office Building/Apartment Rennovations Plan	2423101		\$ 10,000.00	\$ -	\$ 10,000.00
772 Grader	2423201		\$ 655,000.00	\$ 655,000.00	\$ -
872 Grader	2423202		\$ 715,000.00	\$ 715,000.00	\$ -
BF 79260 Flatbush Creek Bridge Culvert Replacement	2423203		\$ 350,000.00	\$ -	\$ 350,000.00
East Mitsue Pavement repairs	2423204		\$ 410,000.00	\$ -	\$ 410,000.00
Used Water Truck	2423205		\$ 150,000.00	\$ -	\$ 150,000.00
Attachments Implement	2423206		\$ 30,000.00	\$ -	\$ 30,000.00
Loader Attachments	2423207		\$ 25,500.00	\$ -	\$ 25,500.00
2024 Truck Replacement	2423602		\$ 250,000.00	\$ -	\$ 250,000.00
Canyon Creek/Wagner Truck Fill Integration	2424101		\$ 160,000.00	\$ 652.80	\$ 159,347.20
Mower replacement	2426301		\$ 43,670.00	\$ -	\$ 43,670.00

Waste Bin Revitalization & Rental			\$ 30,000.00	\$ -	\$ -
Smith Fire Hall/Maintenance Shop			\$ 100,000.00	\$ -	\$ -
Ranch Road Culvert Replacement			\$ 300,000.00	\$ -	\$ -
Culvert Engineering & Permitting			\$ 100,000.00	\$	\$



Lesser Slave River

Report to Council

Title	Facilities First Quarter Report
Date	April 15, 2024
Presented By:	Cody Borris
Attachments	

Proposed Motion	<i>Move that Council accept the Facilities Quarterly report as Information</i>
Administration's Recommendation(s)	As proposed

1st Quarter Report – January – March 2024

Capital

- Assisted with Slave Lake office study/concept plan.
- Assisted in 2024 capital budget plan .

Operational

- From January 1st – April 5th, the Facilities department responded to 16 asset essentials work orders with 10 being general maintenance to MD buildings, 2 lighting/electrical repairs, and 2 alarm troubleshooting/installation.
- Fire Extinguisher annual inspections throughout MDLSR.
- Completed Flatbush Apartment renovations, 2023 budget.
- Completed building inspections.
- Assisted with preparation of MDLSR houses for tenants.
- Replaced carpet at Flatbush Library, 2023 budget.
- Repaired Flatbush wheelchair lift.
- Assisted with set up at Smith Complex for Family day weekend activities.



Prepared by: Cody Borris Transportation & Facilities Maintenance Manager

AGENDA ITEM #6.1

Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Transportation First Quarter Report
Date	April 9, 2024
Presented By:	Cody Borris
Attachments	

Proposed Motion	<i>Move that Council accept the Transportation First Quarter Report as Information</i>
Administration's Recommendation(s)	As proposed

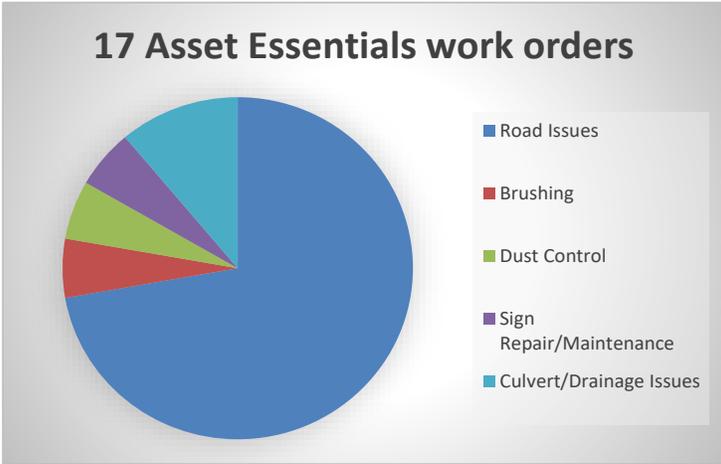
1st Quarter Report – January - March

Capital

- Ordered one 150M motor grader, under budget
- Ordered one 160M motor grader, under budget
- Researched and provided input on 2024 capital budget.

Operational

- From January 1st – April 5th, the Transportation department responded to 17 asset essentials work orders with 13 being road issues (i.e., washboard, snow removal), 1 down trees/brushing, 1 dust control, 1 sign repairs/maintenance, and 2 culvert/drainage issue.



AGENDA ITEM #6.1

- *Snow removal on MD roads and facilities.*
- *Steamed culverts.*
- *Brush removal at various intersections and along Municipal roads.*
- *Assisted Utility Department with hauling water for waterline break in South Shore Area.*
- *Assisted in drilling project at Old Smith Reroute.*
- *Removed Ice at Canyon Creek Arena.*
- *Cross trained staff on various pieces of equipment.*
- *Cleaned and organized Slave Lake and Flatbush yards.*
- *Assisted Building Maintenance Department with fire extinguisher inspections.*
- *Installed log truck turning signs in Mitsue.*
- *Assisted Building Maintenance and Rural Services with set up at Smith complex for Family Day weekend activities.*
- *Screened road sand.*
- *Replaced delineators.*
- *Assisted Building Maintenance Department with renovations at the Flatbush Library and Flatbush Apartment*

Prepared by: Cody Borris Transportation & Facilities Maintenance Manager
Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer



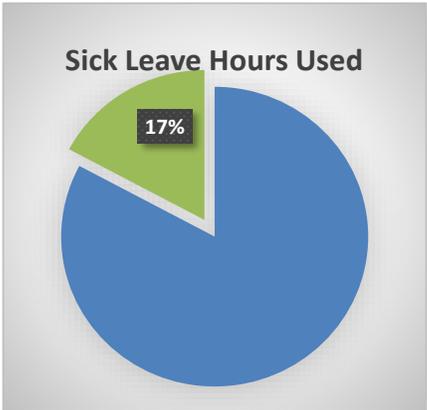
Lesser Slave River

Report to Council

Title	Human Resources Quarter 1 Report -January to March 31, 2024
Date	April 17, 2024
Presented By:	Leslie Bensch, Human Resources Manager
Attachments	

Proposed Motion	<i>For information</i>
Administration's Recommendation(s)	

Entitlement Usage



Hours Used out of Yearly Entitlement



Graph shows # of Days used by Employees.



Employee Benefits

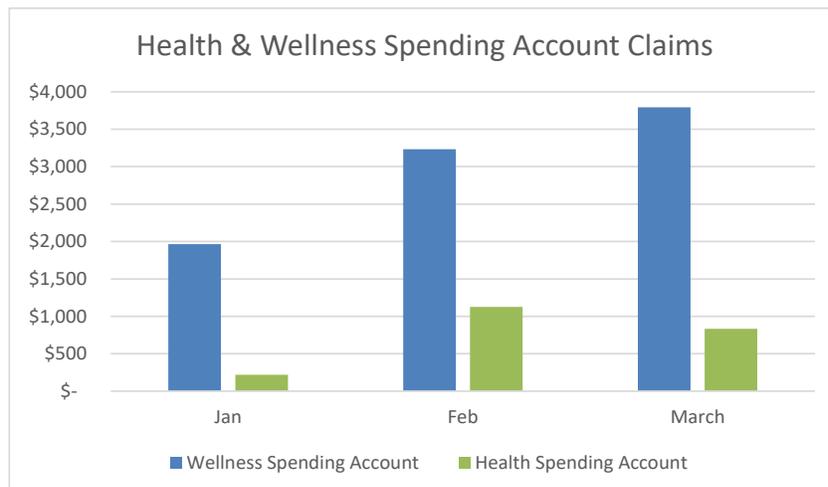
Benefit Plan Information

We are looking to have Canoe Procedure Group of Canada, as well as our current Hub International, to make presentations with information and recommendations to reduce expenses and provide our employee's benefit needs.

The **Canoe Procurement Group of Canada** is a division of the Rural Municipalities of Alberta (RMA) where they have successfully negotiated benefit packages at a better rate with municipalities within the province. **HUB international**, our current benefit broker, creates a public sector insurance plan that finds ways to manage costs more effectively, maximizes value, encourages well-being, improves clinical performance and meets the needs of an increasingly diverse and multi-generational workforce.

Health and Wellness Spending Account Claims

Our employees submitted claims totaling \$11,166 from January 1 – March 31, 2024.



Recruitment Update

Active Postings

- | | |
|------------------------------------|---------------------------------|
| Truck Driver | Equipment Operator, Flatbush |
| Municipal Services Technician | Census Enumerator |
| Seasonal Equipment Operator | Seasonal Transportation Laborer |
| Seasonal Shop Helper | Seasonal GIS Technician |
| Seasonal Beautification Technician | |

In the first quarter, the MD received 440 resumes and participated in 56 interviews.

We have implemented testing for administrative candidates to assist in the evaluation of their Microsoft programs competencies to improve the success of our hirings. During the interview stage, we emphasis cross training and the MD's focus on encouraging employee growth. This approach has had positive results demonstrating our organizational culture to prospective team members.

Funding

The **Community Action for Workforce Development (CAWD)** is an initiative to pilot economic diversification strategies that focus on community-led workforce planning models that focus on upskilling and reskilling, wrap-around supports, and work placements for people from marginalized communities. I secured funding through the CRAWD grant for \$8,500 in salary reimbursement.

We successfully recruited a **Finance Administrator intern** through the Municipal Affairs with funding approved for \$60,000 over eighteen months. The successfully candidate completed a Bachelor of Business Administration, major in Accounting through the University of Calgary.

We are working with an employee through the **WCB retraining program** with approved funding of approximately \$22,000 over a nine-month period.

Welcome to the MD Team



Nathan Braun, Wastewater level III



Simar Singh, Caretaker SL



Cindy Irvine, Admin Assistant



Mercede Mohler,
Grant, Budget & Taxation Administrator



Mackenzie Schiller, Truck Driver



Samantha Dyck,
Planning & Development Officer



Janine Freckelton,
Admin Assistant, Transportation



Elizabeth Krumes,
Admin Assistant, Planning & Development



Marguerite Chalifoux,
Admin Assistant, Operations

Staffing Stats as of March 31

Our organizational chart implemented this year includes **60 MD** and **9 LSRWMSC** employees. On our payroll, as of March 31, 2024:

<u>MD</u>	<u>LSRWMSC</u>
54 full time	6 full time
1 part time	4 part time

Additionally, our caretaking needs has moved from contractors to hiring MD employees ensuring better service while increasing management rights over the quality of work at a decreased cost. The landscape positions were increased through the budgeting process. Special project managers are hired as contracted consultant and are project-based positions funded through their projects.

Onboarding

We are updating onboarding procedures to ensure new hires can access the resources required to be successful in their roles. Departments are collaborating to streamline the process and consider our various needs as we strive to improve its effectiveness. We are composing a new employee handbook to communicate important information to our new hires.

Employee Performance Assessments

Supervisors and employees completed their performance assessments this quarter providing an opportunity to discuss roles, responsibilities, expectations and identify areas for improvement and goal setting for employee growth. This opportunity facilitated conversations regarding career development and succession planning while highlighting cross training, as well as the need to adapt to change while striving to work more effectively and efficiently to increase customer service. Job descriptions were reviewed and updated within this process.

Prepared by: Leslie Bensch, Human Resources Manager
 Reviewed by: Marilyn Gladue, Executive Assistant
 Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Legislative Services – 1 st Quarter Report
Date	April 24, 2024
Presented By:	Sandra Rendle, Associate Director, Legislative Services
Attachments	None

Proposed Motion	<i>Moved to accept the Legislative Services 1st Quarter Report for information.</i>
Administration's Recommendation(s)	As proposed.

Legislative Service

- April 15, 2024 is Census Day.
- Both Dawn Lynn and myself will be attending the International Institute of Municipal Clerks (IIMC) Conference in Calgary from May 19-22, 2024.

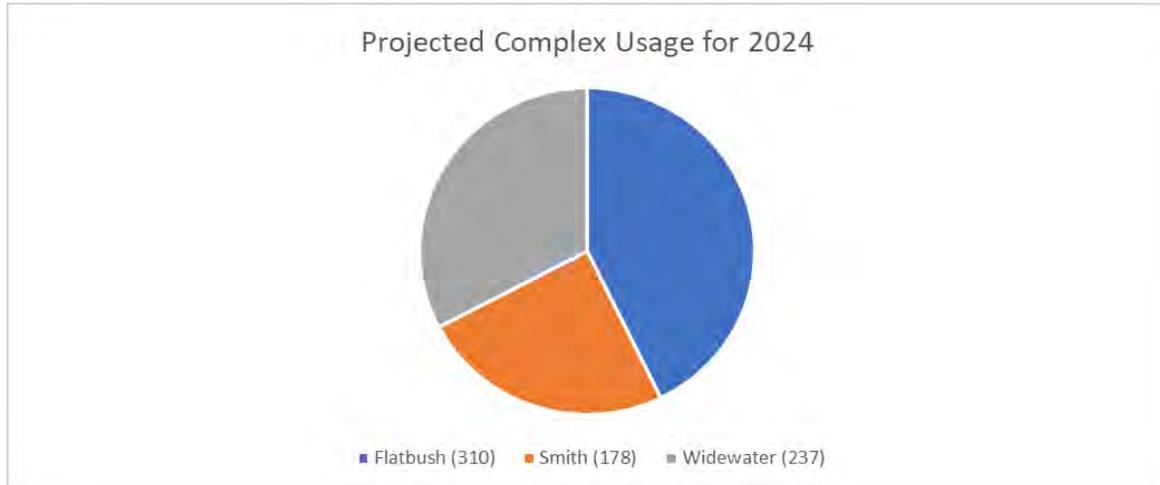
Communications

- Hired two new contracted part-time positions to assist the Communications Team.
- Revamping of the new Website continues. Changes include the main page design to align with the MD vision.
- New/Amended Policies and Procedures will be coming forward soon that address Communications, Social Media and internal processes for when we take over maintaining the website and social media platforms.
- The new edition of Rural Roots was released on April 19, 2024 digitally.
- Both Dawn Lynn and I attended Alberta Emergency Alert Training. Once we have completed our practice Alerts (7) we will be authorized along with Ann Holden to issue Alberta Emergency Alerts.
- Voyant Alert subscriptions are up from 254 to 357 after the last Voyant Alert was issued for the waterline break.

Community Services

- Second intake of CAB and FCSS Applications are due April 30, 2024
- FCSS Annual reporting is due April 30, 2024.
- All custodial duties for municipally owned buildings were brought in-house on March 1, 2024. We have hired five part-time custodians. To date, this transition is going well.

- Projected Usaged for 2024:



This chart includes all Weddings, Funerals and MD events and recurring users.

Recurring Users:

Flatbush Community Complex

- Flatbush Library – 3 times a week
- Flatbush Nursey School – Once a week (Jan to Jun)
- Flatbush Community Association – Once a month
- Flatbush Sewing Club – 2 times a month.

Smith Community Complex

- Gentle Ben Society – 3 times a week
- ABHS – Once a month

Widewater Community Complex

- Widewater Daycare – 5 times a week (Does not run in July or August)

Safety

- New contracted Safety Advisor started February 28, 2024. Jewel Day-Hampton with Day-Hampton Safety Consulting Services
- Jewel is overhauling our Health and Safety Program gearing it towards legislation vs. industry requirements, so we can re-apply for our CoR (Certificate of Recognition).
- Continuing to utilize Workhub for our Health and Safety Program. Workhub is an all-in-one safety onboarding and compliance management software.

Prepared by: Sandra Rendle, Associate Director, Legislative Services
Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Planning & Development Department - January 1 st to March 31 st , 2024, Quarterly Report
Date	April 24 th , 2024
Presented By:	Rudolf Liebenberg, Director Planning
Attachments	None

Proposed Motion	Move to accept Planning & Development Department quarterly report as information
Administration's Recommendation(s)	As proposed.

Background:

Planning and Development is responsible for all aspects of land-use planning, including long range planning such as subdivisions to ensure that growth and development occur in an organized and rational manner, while maintaining or enhancing the quality of life in the MD of Lesser Slave River no. 124. The land mass in MDLSR is 10,074.39 km² (3,889.74 sq mi), most of its Crown Land.

Statistics January 1st - March 31st, 2024:

Development Permits received	7
Development Permits issued to date	5 (1 application was closed, 1 application is incomplete)
Subdivision applications	3
Lots endorsed	4 (23-S-05 and 23-S-06)
Road lease applications	0
Application for land use bylaw amendments	2
Municipal Planning Commission meetings	2 (January and February)
Compliance Certificates Issued	2
Safety Codes Permit Notifications (Sept/Oct)	4 building permits, 13 electrical permits, 8 gas permits, 1 private sewage permit
Rural Addressing Applications:	2 (HWY 2 and Marten Beach)
Referrals related to crown land dispositions	Numerous

Other Operational Duties and Departmental Strategic Updates:

New Website

The Department continues to review application forms for online applications as well as making our pre-application phase more effective and efficient. The department wants this part of the application process to be well versed and reassuring as well as concise and clear for applicants, landowners, and developers.

Review the new website updates as it pertains to Planning & Development - a series of meetings has taken place with Catalis to review applicable content and streamlining a user-friendly online planning application platform - in progress. This process includes review of transfer to a new application tracking system.

Public Participation

An Open House for Lawrence Lake Area Structure Plan took place in early March and attendance was reasonable whilst there were valuable contributions from elected officials, the planning consultants, the applicants, and other people in attendance raising points around license of occupations. The Peace Officer was also in attendance.

Statutory Plans - Municipal Government Act

The preliminary review and now implementation of aligning the Municipal Development Plan and Land Use Bylaw statutory documents to include the partial rewrite of both documents is ongoing and has been progressing very well. Several meetings with Council, Planning and the Project Manager has provided valuable input into expectations and now the second phase of the project – the rewrite is in its implementations stage. The Development Officer and the Project Manager will review both documents together and will start the rewrite simultaneously so as to go through the edits and do the rewrite page by page (applicable portions as discussed) to prepare for perhaps a early June first final review by Council. Please note that this process involves public consultation as legislatively required.

Enforcement and Compliance

The department is also working closer with Protective Services now beginning 2024 to make sure that Development Approvals are following conditional approvals as it legitimizes the strategic land stewardship of the MD. The new direction for the Department is to be proactive and work with Protective Services on identifying applicants who are in breach of their conditions and work with landowners on rectifying the issues and also simultaneously P & D wants Protective Services to take a active role in identifying clean up action as it pertains to property decay.

Training

Late February staff took part in essential dog training techniques – the session was greatly appreciated and an excellent suggestion by Administration. Training and professional development for employees is an essential tool for developing skills, elevating the skill set of the department and help build confidence and innovation to boost the stature of this essential and highly prized municipal operation.

Spring forecast.

The first 3 months has been very busy for the Planning Department as we navigated some of the operational changes and got everyone on board as part of the new human resources dynamic. This process will take time, and everybody involved will get good training in doing so. The Department is working on a procedural checklist for staff to help clarify what operational procedures should be in place when peak workloads occur during certain periods of the year.

Prepared by: Ann Holden, Planning & Development Officer
Reviewed by: Rudolf Liebenberg, Director Planning & Development
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Protective Services first quarter report
Date	24 April 2024
Presented By:	Rudolf Liebenberg
Attachments	

Proposed Motion	Move to accept Protective Services Department quarterly report as information
Administration's Recommendation(s)	As proposed

PEACE OFFICER PROGRAM

MDLSR Peace Officers patrol an area of 10,000sq kl with approximately 660 kl of local roads, and 325kl of provincial highways.

Peace Officer priorities are, Bylaw enforcement, infrastructure protection and traffic safety.

Working closely with other Municipal departments, time is spent accompanying the Planning Officer on site visits, investigating complaints of dumping at our municipal locations and monitoring speed through our road crew's construction zones.

Peace Officer first quarter overview.

Tickets, Warnings and Agency assists this quarter,

- Provincial Tickets issued - 27
- Bylaw Tickets issued - 4
- Complaints Received - 29
- Assist Agency Responses – 1
- JFO's Conducted – 0

Community patrols

Community patrols are carried out on a daily basis.

Using the current Protective Services office (Hall 5 Mitsue) as home base, anything west and north we class as zone one, anything east and south we class as zone two.

This schedule by necessity is fluid and can be changed on any given day by a call for service, court appearance or more pressing matters.

Nuisance Files

Protective Services initiated a public awareness campaign using MDLSR website to advise residents that there would be a property clean-up initiative starting in the spring of 2024.

Twenty plus properties were identified as coming under the Community Standards Bylaw.

The following process of prioritizing these properties was created,

- Environmental impact
- Neighborhood impact
- Complaint

And used to triage the most egregious properties to start the initial contact.

Four properties have been identified using the above criteria as priority files.

Infrastructure Protection

Several patrols were made in the Muskeg Road area with the intention of managing the loads traveling over a failing bridge.

Several tickets were issued, before the bridge was closed to all use.

Security updates

Installations of cameras and door swipe access to facilities identified in the 2023 budget is ongoing, these should be completed early in the second quarter and the next phase identified in the 2024 budget will begin.

Prepared by: Paul Mulholland

Reviewed by: Marilyn Gladue, Executive Assistant

Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	<i>Utilities/Operations Annual Report</i>
Date	<i>April 24th, 2024</i>
Presented By:	<i>Jeremy Dumaresque</i>
Attachments	<i>None</i>

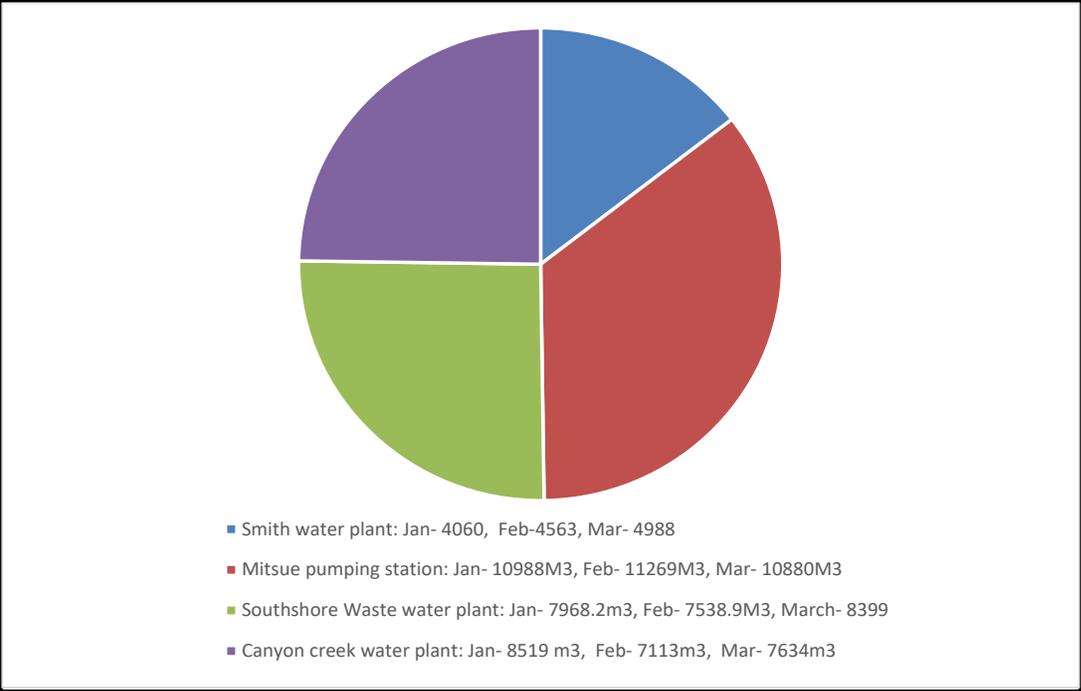
Proposed Motion	<i>Move that Council accept the Utilities/Operations Quarterly Report as Information.</i>
Administration's Recommendation(s)	<i>As proposed</i>

1st Quarter Report: January to March Capital

- *Finished Headworks Grinder Project (Grinder for the wastewater plant)*
- *Finished Raw water pump house project at the Canyon Creek*
- *Received shipment of the new Membrane (mid-April): **Canyon Creek Membrane Replacement Project Update:** Utilities was waiting for Veolia to set up an installation date (still in progress) to avoid any future warranty claim issues. Utilities have requested an extension from Alberta Environment and Parks for the approval (license approval) renewal – this will allow MD to operate under current conditions given the Conventional Treatment Plant upgrade project has been put hold.*

Operational

- *Hired a LVL 3 Wastewater operator*
- *All call out alarms including low temp alarms were repaired and/or replaced at the SSWRF*
- *Replaced two failed VFD's at the SSWRF*
- *Sewer Leak was isolated and repaired on Weather Station RD*
- *Repaired a water leak at lakeview heights*
- *Replaced booster pumps for Lakeview heights and Turner estates*
- *Drained and cleaned the conventional plant at CCWTP*
- *Replaced both Mitsue River intake pumps*
- *Vacuum pump motor Replaced at SSWRF*
- *Faulty PLC card replaced at SWTP*
- *Smith water service cc repair*
- *Repaired the Marten Beach truck fill line due to a cracked pipe*
- *River pump Replaced in Smith*
- *River intake line had to be thawed as it froze (first time ever)*
- *Major line repair was completed in the Widewater area*



Water Use at MD water plants – first quarter 2024.

Prepared by: *Jeremy Dumaresque, Utilities/Operations Manager*
Reviewed by: *Tanya Courtorielle, Utilities Administrator*
Approved by: *Barry Kolenosky, Chief Administrative Officer*



Lesser Slave River

Request for Decision

Title:	AG-63-16 Soil Conservation Policy & Procedure
Date:	04/17/24
Presented By:	Kendra Kozdrocki, Agricultural Fieldman
Attachments:	AG-63-16 Soil Conservation Policy & Procedure-DRAFT

Proposed Motion	<ol style="list-style-type: none"> 1. <i>Move to adopt AG-63-16 Soil Conservation Policy as presented.</i> 2. <i>Move to accept AG-63-16.01 Soil Conservation Procedure as information.</i>
Administrations Recommendation(s)	As proposed.

BACKGROUND

The Municipal District of Lesser Slave River No.124 champions agricultural families by bestowing Farm Family Awards as a testament to their remarkable contributions. This award is reserved for farm families that exhibit positive impact in the agricultural sector. The selection process prioritizes families exemplifying strong values in both farming practices and community engagement. Through this initiative, the MDLSR not only acknowledges the dedication of these families but also highlights the role they play in fostering agricultural excellence and community development.

Administration brought forth the draft policy and procedure at the April 17th, 2024, COW meeting, amendments were made as follows:

- Adding residential to the general guidelines on both policy and procedure.
- Adding Bylaw 2023-12 to related documents.

ALTERNATIVE OPTIONS

1. Move to bring back Policy AG-63-16 Soil Conservation Policy and Procedure to an upcoming COW meeting for further discussion.
2. Council has the alternative to alter or deny the recommended motion.

BENEFIT/RISKS

Benefit: Protecting soil quality and integrity is vital to agricultural and environmental sustainability.

Risks: No associated risks to this policy.

STRATEGIC ALIGNMENT

Soil Conservation Act S-15 RSA 2000

FINANCIAL IMPLICATION

N/A

COMMUNICATION STRATEGY

Inform- New policy will be displayed on the municipality's website.

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



Lesser Slave River

Title:	SOIL CONSERVATION POLICY
Policy Number:	AG-63-16
Effective Date:	April 24, 2024
Resolution:	To be added once approved by Council
Department Responsible:	Agricultural Services
Supersedes Policy No:	New
Next Review Date:	April 24, 2027

POLICY STATEMENT:

The purpose of this policy is to set forth principles governing soil conservation measures in the Municipal District of Lesser Slave River No.124. The Municipal District acknowledges the critical importance of safeguarding soil quality and integrity for agricultural/ residential prosperity and environmental sustainability. Recognizing the significance of fostering proactive measures, the Municipal District seeks to promote the widespread adoption of Best Management Practices and soil conservation techniques to ensure the preservation and improvement of productivity of soils within the municipal boundaries.

DEFINITIONS:

“Agricultural Service Board (ASB)” means a group of two (2) Councillors and three (3) Members at large, whose role is to advise MDLSR Council on matters and concerns facing the agricultural community.

“Agricultural Pests Act” means the Alberta Agricultural Pests Act (R.S.A. 200, Chapter A-8) and the Pest and Nuisance Control Regulation (184/2001) including any amendments or successor legislation thereto.

“Council Policy” means the written commitment of Council establishing service delivery, programs, and governance matters. Policy is approved, amended, or rescinded by Council and reflect Council’s values, established service levels and strategic goals.

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

“Geographic Area” means an area of land under the jurisdiction of MDLSR.

“Manager of Agricultural Services” means the individual appointed as the Agricultural Fieldman through motion by MDLSR Council and by virtue of position (*Agricultural Service Board Act*) who acts as a Pest Inspector.

“Producer” means a farm operator.

“Pest” means an animal, bird, insect, plant, or disease declared a pest under section two of the *Agricultural Pests Act*.

“Pest Inspector” means an inspector appointed by MDLSR Council or by the Minister to carry out the Agricultural Pests Act.

PRINCIPLE:

AGENDA ITEM #7.1

1. As per Section 14(a) of the Soil Conservation Act, the local authority (Municipal Council) shall appoint the Agricultural Service Board appointed as the Soil Conservation Appeal Committee at the beginning of each year, to review and render decisions upon appeals submitted.
2. The Manager of Agricultural Services is, by virtue of title under the Agricultural Service Board Act, automatically appointed as a Soil Conservation Officer under the Soil Conservation Act.
3. The Municipal District shall provide appropriate identification to duly appointed Inspectors.
4. The Manager of Agricultural Services shall coordinate with other municipal departments to develop an effective communication method for identifying areas with soil disturbances that have led to exposed soil, necessitating re-vegetation measures.

 Barry Kolenosky
 Chief Administrative Officer

 Date

 Murray Kerik
 Reeve

 Date

RELATED DOCUMENTS: ADM-12-25 Policy & Procedure Development
 AG-63-16.01 Soil Conservation Procedure
 Soil Conservation Act, RSA 2000, Ch S- 15
 Agricultural Service Board Act, RSA 2000, CH A-10



Lesser Slave River

TITLE: Soil Conservation

PROCEDURE NO: AG-63-16.01

RESOLUTION:

EFFECTIVE DATE: April 24, 2024

DEPARTMENT RESPONSIBLE: Agricultural Services

NEXT REVIEW DATE: April 24, 2027

GENERAL GUIDELINES:

The purpose of this procedure is to establish guidelines for soil conservation measure within the Municipal District of Lesser Slave River No.124. The Municipal District recognizes that protect of soil quality and integrity is vital to agricultural, residential, and environmental sustainability. The Municipal District recognizes that is beneficial to actively encourage the adoption of Best Management Practices and soil conservation techniques to protect and enhance productivity.

DEFINITIONS:

“Council Policy” means the written commitment of Council establishing service delivery, programs, and governance matters. Policy is approved, amended, or rescinded by Council and reflect Council’s values, established service levels and strategic goals.

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

“Soil Degradation” means the reduction the level of soil organic matter and available crop nutrients, the redistribution of soluble salts onto the soil surface because of groundwater movement or evaporation, and/or the breakdown of soil structure through tillage practices.

“Soil Erosion” means the loss or movement of topsoil through the forces of wind and water.

PROCEDURE:

1. Agricultural Services personnel shall provide practical advice and technical assistance information to residents, ratepayers, and stakeholders in appropriate soil management practices.
2. Agricultural Services personnel shall conduct activities to encourage the establishment and maintenance of healthy vegetation on roadside ditches, and municipal lands.
3. The Manager of Agricultural Services shall serve as Inspectors under the Soil Conservation Act and act and/or impose penalties upon landowners if soil is deteriorating through wind or water erosion and/or other means. Any notice of soil deteriorating through wind or water erosion, or other means will be reported to the ASB for considerations and recommendation to Municipal Council.
4. The Inspector shall promote voluntary adherence to the Soil Conservation Act, along with any amendments or subsequent legislation. As a final recourse, the Inspector may issue and enforce notices to landholders, instructing necessary actions under the Act. This intervention will be initiated when the Inspector deems that adequate measures are not being implemented to prevent or halt soil loss and/or deterioration.



Lesser Slave River

- 5. To mitigate soil erosion on Municipal lands, Agricultural Services personnel will employ suitable measures to facilitate the prompt establishment of preferred vegetation on Municipal properties by:
 - a. Seeding exposed areas across all Municipal properties as soon as reasonably practicable, utilizing an appropriate grass seed blend, and subsequently maintaining the health of the established vegetation.
 - b. Seeding areas disrupted due to Municipal construction projects at the earliest opportunity, using a suitable grass seed blend, and ensuring the sustained health of the vegetation once established.

Barry Kolenosky – Chief Administrative Officer

Date



Lesser Slave River

Request for Decision

Title:	Community Peace Officer Policy & Procedures
Date:	April 24, 2024
Presented By:	Paul Mulholland
Attachments:	PS-26-01 Community Peace Officer PS-26-01.13 In-Car Video Use & Data Storage PS-26-01.14 Privacy & Control of Sensitive Information PS-26-01.15 Reporting Requirements PS-26-01.16 Jurisdiction PS-26-01.17 Highway Patrol General Operating Procedures PS-26-01.18 Uniforms, Equipment & Rank PS-26-01.19 Use, Care & Operation of Patrol Vehicles PS-26-01.20 Records Management & Retention System PS-26-01.21 Authorities

Proposed Motion	1. Move that Council adopt PS-26-01 Community Peace Officer Policy as amended. 2. Move that Council accept PS-26-01.13 through PS-26-01.21 procedures as information.
Administration's Recommendation(s)	As Proposed

BACKGROUND:

The Peace Officer Policy & Procedures were brought forth to Council in December 2023. Since that time, there have been 9 additions to the procedures. They have been submitted to the Peace Officer program for approval and changes have been made to align with the Peace Officer administrative requirements as set forth by Alberta Public Safety & Emergency Services. The purpose of these procedures is to ensure that the Municipal District of Lesser Slave River No: 124 has updated and clear procedures for their Peace Officers to follow.

ALTERNATIVE OPTIONS:

Do not update the Policy & Procedures as presented.

BENEFIT/RISKS:

Updating Peace Officer Policy & Procedures benefits MDLSR by having procedures that have recently been reviewed and updated.
 There are no known risks to adopting Peace Officer Policy & Procedures

STRATEGIC ALIGNMENT:

PS-26-01 Community Peace Officer Policy and its related procedures align with all other MDLSR

FINANCIAL IMPLICATION:

None

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

The Community Peace Officer Policy will be posted on the Municipal Website and distributed to MD Staff. The Procedures will remain confidential for Officers' safety.

Prepared By:	Paul Mulholland, Community Peace Officer
Reviewed By:	Rudolf Liebenberg, Operational Director of Protective Services
Approved By:	Barry Kolenosky, Chief Administrative Officer

MD of LESSER SLAVE RIVER

Policy



Title:	COMMUNITY PEACE OFFICER
Policy Number:	PS-26-01
Effective Date:	December 20, 2023
Resolution:	610-23
Department Responsible:	Protective Services
Supersedes Policy No:	D13
Next Review Date:	December 20, 2026

POLICY STATEMENT:

The Municipal District of Lesser Slave River No. 124 will employ Peace Officer(s) to help ensure our communities are safe and secure places where we can live, work, and raise families. Community Peace Officers perform a number of duties including enforcing bylaws, providing security in public facilities, enhancing the safety of our citizens, and protecting the infrastructure within our communities. Peace Officers will work diligently to ensure our residents the peaceful use and enjoyment of their communities.

DEFINITIONS:

“**BWC**” means the Body Worn Camera equipment owned and operated by the Municipal District of Lesser Slave River No. 124

“**Community Peace Officer/CPO**” means a person, or persons appointed under the Peace Officer Act of Alberta, Statutes of Alberta, 2006 Chapter P-3.5

“**Code of Conduct**” means a set of values, rules, standards, and principles.

“**Communications Systems**” means the Vehicle Asset Tracking System, Safety Link alarm, and Radio, Telephone and Data Communications devices.

“**Emergency Response**” means the ability for a Peace Office to respond to certain situations utilizing emergency lights and siren.

“**Exhibits**” means a physical or documentary evidence brought before the courts.

“**Facility**” means any building or land that is either owned or occupied by the Municipality, including but not limited to buildings, parks, and roads.

“**Jurisdiction**” means the right, power, or authority to administer justice.

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

MD of LESSER SLAVE RIVER Policy

“**Peace Officer / Member**” means a duly appointed Peace Officer, appointed under the Peace Officer Act of Alberta

“**Permitted Equipment**” means equipment allowed and listed on the Peace Officer’s appointment.

“**POMR**” means the Peace Officer (Ministerial) Regulation, Alberta Regulation 312/2006

“**PRCC**” means the Provincial Radio Control Center

“**Video Surveillance System**” means any system or device that enables continuous or periodic recording, observing, or monitoring of facilities and/or individuals.

PRINCIPLE:

Under the authority of Public Safety & Emergency Services Peace Officer Program of Alberta, the Municipal District of Lesser Slave River employs Community Peace Officers. The Public Safety & Emergency Services, Peace Officer Program also approves the Peace Officers appointment which must include:

- Responsibilities and Duties
- Jurisdiction
- Weapons and Equipment
- Title
- Terms and Conditions

In accordance with the Peace Officer Ministerial Regulation, MDLSR has developed and provided to the Director of Law Enforcement, the following procedures:

PS-26-01.01	Use of Oleoresin Capsicum Spray
PS-26-01.02	Use of Shotgun
PS-26-01.03	Use of Defensive Baton
PS-26-01.04	Public Complaints
PS-26-01.05	Peace Officer Code of Conduct
PS-26-01.06	Exhibits Handling
PS-26-01.07	CPIC Access
PS-26-01.08	Body Worn Cameras
PS-26-01.09	Communications System Protocol
PS-26-01.10	Notebook Procedure
PS-26-01.11	Known Risk Protocol
PS-26-01.12	Video Surveillance
PS-26-01.13	Highway Patrol
PS-26-01.14	In-Car Video Use, Care & Storage
PS-26-01.15	Jurisdiction



Lesser Slave River



MD of LESSER SLAVE RIVER Policy

- PS-26-01.16 Privacy & Control of Sensitive Information
- PS-26-01.17 Reporting Requirements
- PS-26-01.18 Uniforms, Equipment & Rank
- PS-26-01.19 Use, Care & Operation of Patrol Vehicles
- PS-26-01.20 Records Management & Retention System
- PS-26-01.21 Authorities

This Policy aligns with all other Municipal District of Lesser Slave River No. 124 Bylaws, Policies, and Procedures. It aligns with the mandatory sanction of the Public Security Peace Officer Program Policy and Procedures Manual as amended from time to time.

Chief Administrative Officer
Barry Kolenosky

Date

Reeve
Murray Kerik

Date

SPECIAL NOTES/CROSS REFERENCE: Bylaw 2020-09 Appointment of Bylaw Enforcement Officers, ADM-12-25 Policy & Procedure Development, Peace Officer Act, RSA 2000, Ch P-3.5, Peace Officer (Ministerial) Regulation - Alberta Regulation 312/2006, Alberta Peace Officer Regulation - Alberta Regulation 291/2006, Alberta Public Security Peace Officer Policy & Procedures Manual - October 2023.

AMENDMENT DATE: April 24, 2024



Lesser Slave River



Lesser Slave River

Request for Decision

Title:	Penalty on Tax Roll #041786 and #041788
Date:	April 24, 2024
Presented By:	Holly Omelchuk
Attachments:	None

Proposed Motion	<i>Move to not cancel penalties on Tax Roll #041786 and #041788</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

The MD approved Bylaw 2022-05 on May 11, 2022. Bylaw 2022-05 identifies the process of imposing penalties in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice.

Bylaw 2022-05 also references on the event of any arrears of taxes remaining unpaid after December 31st in the year in which it is imposed, there shall be levied a penalty of 12% on January 1st, and in each succeeding year thereafter so long as the taxes remain unpaid. Penalties are outlined on the assessment/tax notice.

The ratepayer called the MD office in December of 2022 to get the balance of the tax roll #041786 and #041788. The ratepayer was advised that the balance owing on tax roll #041786 was \$6,215.76 and \$5,334.62 on tax roll #041788.

The ratepayer was not informed over the phone that there would be a penalty applied January 1st, 2023. The ratepayer made a payment on January 3rd, 2023, which resulted in a penalty of \$745.89 for tax roll #041786 and \$640.15 for tax roll #041788.

The ratepayer is requesting this penalty be waived as he was not informed over the phone of the 12% penalty that would be applied January 1st, 2023.

The Municipal Government Act Section 346 and 347(1) states:

Penalties

346 A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

Cancellation, reduction, refund, or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;

- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

ALTERNATIVE OPTIONS:

Council may choose waive penalties.

BENEFIT/RISKS:

Waiving penalties for some taxpayers could be perceived as unfair by those who have complied with tax regulations and paid their dues promptly. It might erode trust in the tax system and lead to resentment among compliant taxpayers. Waiving penalties might signal leniency in enforcement, potentially encouraging future non-compliance. This can create a cycle where taxpayers anticipate leniency and delay or avoid payment.

STRATEGIC ALIGNMENT:

Comply with the MGA and Council's motion.

FINANCIAL IMPLICATION:

Loss of revenues totaling \$1,386.04.

OTHER CONSIDERATIONS:

The ratepayer has had penalties applied to the roll numbers yearly since 2019.

COMMUNICATION STRATEGY:

Once motion is made, Administration will communicate to ratepayer the decision of Council.

Prepared By: Mercede Mohler, Grant, Budget, and Taxation Administrator
Reviewed By: Debbie Conrad, Finance Manager
Holly Omelchuk, Director of Finance and Central Services
Approved By: Barry Kolenosky, Chief Administrative Officer



March 12, 2024

Municipal District of Lesser Slave River No. 124
Box 722
Slave Lake, AB
T0G 2A0

Attention Council

RE: Penalty on Tax Roll [Redacted]

I had called into the MD office in December of 2022 to get the balance of my tax roll accounts [Redacted] and [Redacted]. I was advised that the balance owing on tax roll [Redacted] was \$6,215.76 and on tax roll #041788 was \$5,334.62 but was not informed over the phone that there would be a penalty applied January 1st, 2023.

As a result of this I made a payment on January 3rd, 2023 which resulted in a penalty of \$745.89 for tax roll [Redacted] and \$640.15 for tax roll [Redacted]. I am requesting this penalty be waived as I was not informed over the phone of the 12% penalty that would be applied January 1st, 2023.

Yours sincerely,

[Redacted signature area]

Signed in the presence of:

Date: _____



Lesser Slave River

Request for Decision

Title:	Filing for Extension of Financial Statements
Date:	April 24, 2024
Presented By:	Holly Omelchuk
Attachments:	None

Proposed Motion	<i>Move to apply for an extension for filing financial statements with Municipal Affairs.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

A request to file for an extension of financial reporting must have a motion from Council as previously discussed. A motion from Regular Council Meeting on April 17, 2024, carried.

ALTERNATIVE OPTIONS:

BENEFIT/RISKS:

STRATEGIC ALIGNMENT:

FINANCIAL IMPLICATION:

OTHER CONSIDERATIONS:

COMMUNICATION STRATEGY:

Prepared By: Holly Omelchuk, Director of Finance and Central Services
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Increase to Line Painting Budget
Date:	4/10/2024
Presented By:	Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Attachments:	Quotation from AAA Striping

Proposed Motion	<i>Move to increase the line painting budget from \$28,044 to \$41,500 for the 2024 budget year, with dollars to be absorbed within the existing approved 2024 budget.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

In 2021 the Municipal District of Lesser Slave River posted a tender for a three-year contract for line painting services on paved municipal roads. AAA Striping & Seal Coating Services was awarded the contract for \$17,700/year. Administration budgeted \$20,000 expecting that it would increase as everything has since 2021.

When considering posting another three-year tender in 2024, administration considered the potential repaving of the West Mitsue Industrial Road. This road accounts for one third of the total line painting contract. Administration was hesitant to lock into a three-year contract, when it is likely that in the next three years line painting won't be needed for this portion.

Following the procurement policy, based on the amount of the contract in 2023; Administration was not required to tender the work, but three bids would be sufficient. Administration reached out to the companies that bid on the tender previously, including AAA Striping to request a quotation for line painting services for 2024. Only AAA Striping responded and that price was \$33,358.18, almost double what the contract was in 2023. When Administration enquired about the price increase, AAA Striping cited inflation as the reason, (paint supplies, fuel, and accommodations have all dramatically increased since 2021). Administration reached out to local companies after this but, but local companies were not available.

ALTERNATIVE OPTIONS:

There is no regulation that states that the MD has to paint the lines annually. Our responsibility is that "roadway markings are maintained in legible condition within practical limits." (Alberta Transportation Highway Pavement Marking Guide, 2003).

Council has three options:

- Option A - Increase the budget for line painting so that AAA Striping could be engaged to complete the line painting as per usual with funds being absorbed by other programs in the existing approved 2024 budget, or coming out of operational reserves.
- Option B - Work with AAA Striping to only repaint the lines in the Mitsue Industrial Park and corresponding access roads.
- Option C - Skip line painting for the 2024 budget year.

The lines following pictures were taken to assess the condition of the painted lines in various areas around the MD.

Southshore:



Poplar Lane:



Mitsue:





BENEFIT/RISKS:

There could be a liability issue if it is determined that the MD was negligent in their decision not to repaint the lines. In the grand scheme of things, \$15,658.18 is cheap insurance for the municipality. However, the minimal winter maintenance that was required in the 2023/2024 season means that the line painting in the more residential areas is in fairly decent condition.

STRATEGIC ALIGNMENT:

The MD is responsible for maintaining paved municipal roads that are safe for public travel. Line painting is a part of this maintenance.

FINANCIAL IMPLICATION:

Option A – Increase of \$13,456 to the 2024 Operating Budget to be funded from the Transportation Operating Reserve or decreasing other program needs.

Option B - No implication

Option C – Cost savings of \$20,000 to the Operating Budget.

OTHER CONSIDERATIONS:

Research has shown that there are several alternatives for roadway markings, some of which are installed at the construction phase that can last four to eight years. This include embedded poly tape or markers, Epoxy Paint, Thermoplastic Materials, or Methyl Methacrylate. This is something that should be explored in the project scoping stage of paving or repaving projects to see if the expense over the long run could result in cost savings for the MD.

COMMUNICATION STRATEGY:

The decision of council will be communicated to residents via a social media release if necessary.

Prepared By: Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager

Reviewed By: Barry Kolenosky, Chief Administrative Officer

Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Deviation from Procurement Policy
Date:	4/24/2024
Presented By:	Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Attachments:	None

Proposed Motion	Move to <i>authorize administration to deviate from policy B. 10 Procurement of Goods & Services policy to purchase a used water truck from an auction house to a maximum of \$150,000 as per the 2024 Capital Budget.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

The 2024 Capital Budget included \$150,000 for the purchase of a used water truck. This will be to replace unit TR1008 which is a 2008 Sterling Water Truck that is in need of extensive repairs. The tank, pump, headlights, grill and hood all need to be replaced and there is a complex electrical issue that is causing the dashboard to malfunction. To repair the existing truck would be approximately \$100,000. The truck is used to assist with road construction such as the annual re-gravel and dust control. It is also a valuable tool in emergency response during wildfires as it provides an additional water source for sprinklers, filling bladders or refilling fire engines in areas where there are no fire hydrants.

This year all of Alberta is faced with severe drought conditions, and equipment is already being tied up fighting wild fires. The MD would like to ensure that we are prepared if we are called on to support our regional fire services in protecting MD residents. The most cost effective (and attainable) way to do this with our own equipment, not depending on contractors who may or may not be available.

To get the best price possible, in the current drought conditions, Administration would like to purchase through a public auction. However, under the Canada United States Mexico Agreement, all government purchases (including Municipal Governments) must put all purchases over a certain amount to a public procurement process. The Municipal Districts procurement policy is in line with these limitations, however there are exceptions to CUSMA that are not included in our procurement policy. One of these exceptions is the purchase of goods and services deemed:

- (a) necessary to protect public morals, order, or safety.
- (b) necessary to protect human, animal or plant life or health.
- (c) necessary to protect intellectual property; or
- (d) relating to the good or service of a person with disabilities, of philanthropic or not-for-profit institutions, or of prison labor.

ALTERNATIVE OPTIONS:

Administration could issue a public tender, but in the past, this has not been very successful in procuring used equipment, most companies will bid a brand-new truck. The current drought conditions have made water trucks hard to find and easy to sell, there is not much incentive for a company to go through the effort of bid process.

Council could authorize Administration to purchase a water truck at an auction house for \$75,000 which would be in compliance with Municipal policies and Trade Agreements. It is very unlikely that anything will be able to be purchased for that amount that will be reliable.

BENEFIT/RISKS:

Having a reliable water truck will ensure that regular operations can continue as usual. It will also ensure that we are well equipped to deal with any wildfire events that may arise this Spring and Summer.

STRATEGIC ALIGNMENT:

The MD is responsible to protect people and property and to provide reliable emergency response to it residents.

FINANCIAL IMPLICATION:

The \$150,000 is included in the 2024 Capital Budget, and Administration will not exceed that budget.

OTHER CONSIDERATIONS:

The Transportation Manager and Fleet Mechanic plan to inspect several units prior to the start of the auctions, to ensure that the units being bid on are in good repair.

COMMUNICATION STRATEGY:

Once the unit is purchased and staff are trained on its use, the Fire Department will be informed of the addition to our fleet that is at their disposal.

Prepared By: Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager

Reviewed By: Holly Omelchuk, Director of Finance

Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Finance Monthly Report
Date:	April 24, 2024
Presented By:	Holly Omelchuk
Attachments:	MD of Lesser Slave River No. 124 – Statement of Operations as of February 29, 2024 and March 31, 2024 Explanations of Variance

Proposed Motion	<i>Move to accept the Municipal District of Lesser Slave River No. 124 – Statement of Operations as of February 29, 2024, and Statement of Operations as of March 31, 2024 for information.</i>
Administration’s Recommendation(s)	As Proposed

BACKGROUND:

As per Municipal Government Act Section 268.1

A municipality must ensure that:

- (b) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs.

ALTERNATIVE OPTIONS:

Council can request more information from Administration.

BENEFIT/RISKS:

Financial reporting to Council represents transparency and promotes financial accountability of the Municipal District of Lesser Slave River No.124 (MDLSR).

STRATEGIC ALIGNMENT:

The attached reports are tied with the strategic goals of the MD of Lesser Slave River No.124 as the budget and related expenses allow Administration to deliver all MDLSR services.

FINANCIAL IMPLICATION:

Expenses incurred are charged to the appropriate items included in the annual budget.

OTHER CONSIDERATIONS:

Administration is preparing to send out the Tax/Assessment Notices by the end of April. Currently we are training the new employee on all functions of property taxation.

COMMUNICATION STRATEGY:

As Per the Municipal Government Act Section 207(c)

The Chief Administrative Officer advises and informs the Council on the operation and affairs of the municipality.

Continue reporting monthly to comply with the above.

Prepared By: Holly Omelchuk, Finance Director
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending February 29, 2024

	2023 Budget	28-Feb-23 Actual	2024 Budget	29-Feb-24 Actual	Acutal VS Budget %	Notes
Revenues	As of February 29, 2024 the MD has incurred 7% expenses compared to budget. Average @ February 29, 2024 is 17% +/- 5% considered on par					
Net Municipal Taxes	21,182,130.00	-	23,722,573.00	-	0.0%	Taxes not Generated - Timing
Reserve Transfers	1,961,916.00	-	775,487.00	-	0.0%	No Transfers done
Government Transfers	1,202,509.00	20,527.00	934,235.00	21,450.00	2.3%	FCCS First Quarter Grant
User fees & Sales of Goods	1,922,633.00	217,981.00	2,070,924.00	263,825.00	12.7%	
Investment Income	616,356.00	11,504.00	601,947.00	38,276.00	6.4%	Interest Remain High
Penalties and costs of Taxes	93,411.00	38,109.00	85,498.00	38,442.00	45.0%	Tax Penalty Generated January 1, 2024
Licenses and Permits	15,000.00	1,375.00	95,000.00	2,100.00	2.2%	Municipal Planning - License & Permits
Other	24,982.00	3,676.00	52,523.00	1,838.00	3.5%	Bylaw Tickets
Total Revenues	27,018,937.00	293,172.00	28,338,187.00	365,931.00	1.3%	

Legislative

Council	503,691.00	45,680.00	535,205.00	50,572.00	9.4%	
Total Legislative	503,691.00	45,680.00	535,205.00	50,572.00	9.4%	

Administration

Administration	200.00	-	-	-	0.0%	
General Administration	2,692,098.00	178,834.00	2,773,986.00	208,455.00	7.5%	
Succession Planning	-	-	50,000.00	-	0.0%	
Elections	-	-	-	-	0.0%	
Communications	157,540.00	2,600.00	160,641.00	18,168.00	11.3%	
Human Resources	258,554.00	6,850.00	272,616.00	17,740.00	6.5%	
Information Technology	498,585.00	58,940.00	539,382.00	82,102.00	15.2%	
Safety	145,714.00	14,478.00	183,410.00	9,073.00	4.9%	
Asset Project Management	-	-	556,238.00	21,582.00	3.9%	
Total Administration	3,752,691.00	261,702.00	4,536,273.00	357,120.00	7.9%	

Protective Services

Bylaw Enforcement	305,690.00	32,956.00	409,102.00	32,348.00	7.9%	
Fire Services	297,054.00	12,506.00	1,027,301.00	27,743.00	2.7%	
Police Protection	154,363.00	-	311,702.00	-	0.0%	
Disaster Services	76,500.00	-	156,630.00	-	-	
Total Protective Services	833,607.00	45,462.00	1,904,735.00	60,091.00	3.2%	

Planning and Development

Municipal Planning	53,265.00	1,895.00	238,185.00	3,444.00	1.4%	
SDAB	6,118.00	-	6,291.00	-	0.0%	
Development Authority	313,694.00	21,331.00	279,150.00	24,721.00	8.9%	
Total Planning and Development	373,077.00	23,226.00	523,626.00	28,165.00	5.4%	

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending February 29, 2024

	2023 Budget	28-Feb-23 Actual	2024 Budget	29-Feb-24 Actual	Acutal VS Budget %	Notes
Community Services						
FCSS	101,602.00	31,303.00	110,704.00	36,854.00	33.3%	Includes Grants to Organizations \$32,648
Community Assistance Board	40,000.00	-	40,000.00	8,004.00	20.0%	
Regional Development - VIC	84,792.00	3,601.00	51,499.00	7,869.00	15.3%	
Library	193,002.00	8,868.00	202,661.00	155,927.00	76.9%	Grants to Organizations \$155,714 paid
Canyon Creek Campground	23,442.00	731.00	37,620.00	709.00	1.9%	
Recreation - General Administration	815,523.00	13,417.00	416,107.00	53,388.00	12.8%	
Recreation - Smith & Canyon Creek	51,634.00	3,782.00	38,866.00	2,610.00	6.7%	
Regional Development	15,000.00	3,628.00	15,000.00	4,252.00	0.0%	
Boat Launches	15,000.00	-	15,300.00	-	0.0%	No Expenditures
Cemetaries	-	-	10,000.00	3,833.00	38.3%	
Total Community Services	1,339,995.00	65,330.00	937,757.00	273,446.00	29.2%	
Field Services/Transportation						
Wages	2,086,258.00	283,325.00	-	-	0.0%	
Road & Road Crossing	321,050.00	9,462.00	372,514.00	29,216.51	7.8%	
Signs	18,360.00	1,165.00	143,253.00	6,649.98	4.6%	
Culverts	266,560.00	-	413,219.00	11,936.26	2.9%	
Brushing	204,000.00	-	349,338.00	9,442.17	2.7%	
Gravel Program	1,124,713.00	62,466.00	1,658,342.00	39,045.35	2.4%	
Gravel Pits	1,992,548.00	-	196,386.00	7,103.61	3.6%	
Snowplowing	78,000.00	8,337.00	608,495.00	50,522.41	8.3%	
Streets	66,402.00	3,851.00	67,800.00	4,530.83	6.7%	
Construction	250,000.00	4,050.00	676,922.00	25,636.15	3.8%	
Line Painting	17,700.00	-	28,044.00	491.60	1.8%	
Crack Sealing	60,000.00	-	103,044.00	491.60	0.5%	
Dust Control	190,961.00	-	287,838.00	9,510.68	3.3%	
Bridge	60,000.00	-	151,632.00	12,584.31	8.3%	
Engineering Services	411,397.00	-	-	-	0.0%	
Beaver Control	-	-	75,000.00	-	-	
Back Sloping	-	-	112,991.00	1,476.64	0.0%	
Total Field Services/Transportation	7,147,949.00	372,656.00	5,244,818.00	208,638.09	4.0%	
Fleet						
Fleet	1,421,075.00	40,379.00	1,822,994.00	201,100.00	11.0%	
Total Fleet	1,421,075.00	40,379.00	1,822,994.00	201,100.00	11.0%	
Facilities						
Facilities	751,734.00	36,101.00	788,742.00	64,718.00	8.2%	
Total Facilities	751,734.00	36,101.00	788,742.00	64,718.00	8.2%	
Agriculture						
Provincial Parks Maintenance	-	-	131,679.00	2,661.00	2.0%	
ASB, Plant Ind-Weed Control Livestock	383,955.00	27,240.00	363,371.00	20,315.00	5.6%	
Rural Road Allowance	211,459.00	-	173,519.00	7,367.00	4.2%	
Parks & Open Spaces	207,309.00	15,816.00	207,080.00	7,003.00	3.4%	
Total Landscape	802,723.00	43,056.00	875,649.00	37,346.00	4.3%	

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending February 29, 2024

	2023 Budget	28-Feb-23 Actual	2024 Budget	29-Feb-24 Actual	Acutal VS Budget %	Notes
Utilities & Operational Services						
Water	1,785,723.00	183,162.00	2,393,415.00	260,057.00	10.9%	On Par
Sewer	1,979,722.00	99,571.00	1,648,151.00	82,052.00	5.0%	
Solid Waste Management	338,064.00	16,226.00	427,116.00	40,332.00	9.4%	Includes Transfer Payment to Athabasca \$2,630.00 x 2
Total Utilities & Operational Services	4,103,509.00	298,959.00	4,468,682.00	382,441.00	8.6%	
Other						
Transfer Payments	1,324,830.00	114,750.00	563,129.00	-	0.0%	See below - Transfer Payments Note 1 a) b) c)
Requisitions - Senior Foundation	593,915.00	223,253.00	627,947.00	245,654.00	39.1%	See below - Expenses - Note 2 a) & b)
Requisitions - School Foundation	3,782,726.00	-	4,051,841.00	-	0.0%	See below - Requisition 2 c)
Requisitions - AMA	87,315.00	-	99,546.00	-	0.0%	See below - Expenses - Note 2 d)
Contingencies	100.00	-	297.00	-	0.0%	
Fund Capital Projects	-	-	53,488.00	-	-	
Reserve Contributions	200,000.00	-	1,303,458.00	-	0.0%	
Amortization	-	-	-	-	0.0%	
Total Other	5,988,886.00	338,003.00	6,699,706.00	245,654.00	3.7%	
Total Expenses	27,018,937.00	1,570,554.00	28,338,187.00	1,909,291.09	7%	
Surplus (Deficit)	-	(1,277,382.00)	-	(1,543,360.09)		

Notes:

Expenses

As of February 29, 2024 the MD has incurred 7% expenses compared to budget. Average @ February 29, 2024 is 17% +/- 5% considered on par

1 Transfer Payments made:

- a) Annual Airport Contribution of \$00.00
- b) Fire Protection - Town of Slave Lake \$00.00
- c) InterMunicipal Town of Slave Lake \$00.00
- d) Flood Mitigation reserve \$00.00
- e) Disaster Services Emergency Flood Mitigation \$00.00

2 Requisitions paid

- a) Lesser Slave River Regional Housing \$127,037.12 (1 quarter)
- b) Homeland Housing - \$118,816.59
- c) School Requisition - 00.00
- d) AMA - \$00.00

Revenues

1 Property tax has not been calculated

2 Grant Funding

- b) FCSS Grant \$21,450
- c) Designated Industrial Property Grant - \$00.00
- d) ASB Grant \$00.00
- e) Lake Maintenance Grant \$00.00

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending March 31, 2024

	2023 Budget	31-Mar-23 Actual	2024 Budget	31-Mar-24 Actual	Actual VS Budget %	Notes
Revenues	As of March 31, 2024 the MD has incurred 15% expenses compared to budget. Average @ March 31, 2024 is 25% +/- 5% considered on par					
Net Municipal Taxes	21,182,130.00	-	23,722,573.00	-	0.0%	Taxes not Generated - Timing
Reserve Transfers	1,961,916.00	-	775,487.00	-	0.0%	No Transfers done
Government Transfers	1,202,509.00	41,852.00	934,235.00	21,450.00	2.3%	FCCS First Quarter Grant
User fees & Sales of Goods	1,922,633.00	385,490.00	2,070,924.00	383,439.00	18.5%	
Investment Income	616,356.00	33,267.00	601,947.00	140,645.00	23.4%	Cashed Investment
Penalties and costs of Taxes	93,411.00	38,109.00	85,498.00	37,864.00	44.3%	Tax Penalty Generated January 1, 2024
Licenses and Permits	15,000.00	4,425.00	95,000.00	12,240.00	12.9%	Municipal Planning - License & Permits
Other	24,982.00	4,428.00	52,523.00	4,777.00	9.1%	Bylaw Tickets
Total Revenues	27,018,937.00	507,571.00	28,338,187.00	600,415.00	2.1%	

Legislative						
Council	503,691.00	83,701.00	535,205.00	96,009.00	17.9%	RMA
Total Legislative	503,691.00	83,701.00	535,205.00	96,009.00	17.9%	

Administration						
Administration	200.00	-	-	-	0.0%	
General Administration	2,692,098.00	289,050.00	2,773,986.00	447,190.00	16.1%	RMA/CON SER
Succession Planning	-	-	50,000.00	-	0.0%	
Elections	-	-	-	-	0.0%	
Communications	157,540.00	18,850.00	160,641.00	37,615.00	23.4%	
Human Resources	258,554.00	43,217.00	272,616.00	45,172.00	16.6%	
Information Technology	498,585.00	125,525.00	539,382.00	139,157.00	25.8%	Equipment (Computers/Monitors) Purchases High
Safety	145,714.00	22,059.00	183,410.00	10,519.00	5.7%	
Asset Project Management	-	-	556,238.00	39,051.00	7.0%	
Total Administration	3,752,691.00	498,701.00	4,536,273.00	718,704.00	15.8%	

Protective Services						
Bylaw Enforcement	305,690.00	59,718.00	409,102.00	73,565.00	18.0%	
Fire Services	297,054.00	20,025.00	1,027,301.00	36,357.00	3.5%	
Police Protection	154,363.00	-	311,702.00	-	0.0%	
Disaster Services	76,500.00	1,984.00	156,630.00	-	-	
Total Protective Services	833,607.00	81,727.00	1,904,735.00	109,922.00	5.8%	

Planning and Development						
Municipal Planning	53,265.00	26,507.00	238,185.00	4,523.00	1.9%	
SDAB	6,118.00	650.00	6,291.00	-	0.0%	
Development Authority	313,694.00	34,329.00	279,150.00	64,216.00	23.0%	
Total Planning and Development	373,077.00	61,486.00	523,626.00	68,739.00	13.1%	

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending March 31, 2024

	2023 Budget	31-Mar-23 Actual	2024 Budget	31-Mar-24 Actual	Acutal VS Budget %	Notes
Community Services						
FCSS	101,602.00	53,396.00	110,704.00	44,584.00	40.3%	Includes Grants to Organizations \$32,648
Community Assistance Board	40,000.00	14,254.00	40,000.00	8,004.00	20.0%	
Regional Development - VIC	84,792.00	6,197.00	51,499.00	15,564.00	30.2%	On par
Library	193,002.00	10,493.00	202,661.00	156,147.00	77.0%	Grants to Organizations \$155,714 paid
Canyon Creek Campground	23,442.00	1,569.00	37,620.00	1,092.00	2.9%	
Recreation - General Administration	815,523.00	28,360.00	416,107.00	83,485.00	20.1%	
Recreation - Smith & Canyon Creek	51,634.00	8,663.00	38,866.00	5,479.00	14.1%	
Regional Development	15,000.00	7,072.00	15,000.00	2,748.00	18.3%	
Boat Launches	15,000.00	-	15,300.00	-	0.0%	No Expenditures
Cemetaries	-	-	10,000.00	5,165.00	51.7%	
Total Community Services	1,339,995.00	130,004.00	937,757.00	322,268.00	34.4%	
Field Services/Transportation						
Wages	2,086,258.00	436,718.00	-	-	0.0%	
Road & Road Crossing	321,050.00	47,081.00	372,514.00	46,655.00	12.5%	
Signs	18,360.00	1,165.00	143,253.00	15,795.00	11.0%	
Culverts	266,560.00	-	413,219.00	26,466.00	6.4%	
Brushing	204,000.00	-	349,338.00	23,496.00	6.7%	
Gravel Program	1,124,713.00	62,466.00	1,658,342.00	92,186.00	5.6%	
Gravel Pits	1,992,548.00	25,848.00	196,386.00	10,554.00	5.4%	
Snowplowing	78,000.00	18,955.00	608,495.00	104,722.00	17.2%	Material Purchase
Streets	66,402.00	12,538.00	67,800.00	9,861.00	14.5%	
Construction	250,000.00	4,050.00	676,922.00	59,842.00	8.8%	
Line Painting	17,700.00	-	28,044.00	872.00	3.1%	
Crack Sealing	60,000.00	-	103,044.00	981.00	1.0%	
Dust Control	190,961.00	-	287,838.00	21,966.00	7.6%	
Bridge	60,000.00	10,000.00	151,632.00	23,961.00	15.8%	
Engineering Services	411,397.00	22,400.00	-	-	0.0%	
Beaver Control	-	-	75,000.00	-	-	
Back Sloping	-	-	112,991.00	2,615.00	0.0%	
Total Field Services/Transportation	7,147,949.00	641,221.00	5,244,818.00	439,972.00	8.4%	
Fleet						
Fleet	1,421,075.00	72,286.00	1,822,994.00	326,493.00	17.9%	Equipment/Vec Repairs 88K/ Insurance 22K/month
Total Fleet	1,421,075.00	72,286.00	1,822,994.00	326,493.00		
Facilities						
Facilities	751,734.00	53,187.00	788,742.00	120,223.00	15.2%	Building Repairs
Total Facilities	751,734.00	53,187.00	788,742.00	120,223.00		
Agriculture						
Provincial Parks Maintenance	-	-	131,679.00	7,100.00	5.4%	
ASB, Plant Ind-Weed Control Livestock	383,955.00	61,298.00	363,371.00	39,798.00	11.0%	
Rural Road Allowance	211,459.00	-	173,519.00	10,741.00	6.2%	
Parks & Open Spaces	207,309.00	28,728.00	207,080.00	15,198.00	7.3%	
Total Landscape	802,723.00	90,026.00	875,649.00	72,837.00	8.3%	

MD OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending March 31, 2024

	2023 Budget	31-Mar-23 Actual	2024 Budget	31-Mar-24 Actual	Actual VS Budget %	Notes
Utilities & Operational Services						
Water	1,785,723.00	314,035.00	2,393,415.00	422,579.00	17.7%	Chemical Purchases/Cont Services - Below AVG
Sewer	1,979,722.00	254,604.00	1,648,151.00	278,332.00	16.9%	Equipment Purchases still below AVG
Solid Waste Management	338,064.00	41,394.00	427,116.00	60,623.00	14.2%	Includes Transfer Payment to Athabasca \$2,630.00/month
Total Utilities & Operational Services	4,103,509.00	610,033.00	4,468,682.00	761,534.00	17.0%	
Other						
Transfer Payments	1,324,830.00	114,750.00	563,129.00	-	0.0%	See below - Transfer Payments Note 1 a) b) c)
Requisitions - Senior Foundation	593,915.00	223,253.00	627,947.00	245,654.00	39.1%	See below - Expenses - Note 2 a) & b)
Requisitions - School Foundation	3,782,726.00	990,791.00	4,051,841.00	943,079.00	23.3%	See below - Requisition 2 c)
Requisitions - AMA	87,315.00	-	99,546.00	99,178.00	99.6%	See below - Expenses - Note 2 d)
Contingencies	100.00	-	297.00	-	0.0%	
Fund Capital Projects	-	-	53,488.00	-	0.0%	
Reserve Contributions	200,000.00	-	1,303,458.00	-	0.0%	
Amortization	-	-	-	-	0.0%	
Total Other	5,988,886.00	1,328,794.00	6,699,706.00	1,287,911.00	19.2%	
Total Expenses	27,018,937.00	3,651,166.00	28,338,187.00	4,324,612.00	15%	
Surplus (Deficit)						
	-	(3,143,595.00)	-	(3,724,197.00)		

Notes:

Expenses

As of March 31, 2024 the MD has incurred 15% expenses compared to budget. Average @ March 31, 2024 is 25% +/- 5% considered on par

1 Transfer Payments made:

- a) Annual Airport Contribution of \$00.00
- b) Fire Protection - Town of Slave Lake \$00.00
- c) InterMunicipal Town of Slave Lake \$00.00
- d) Flood Mitigation reserve \$00.00
- e) Disaster Services Emergency Flood Mitigation \$00.00

2 Requisitions paid

- a) Lesser Slave River Regional Housing \$127,037.12 (1 quarter)
- b) Homeland Housing - \$118,816.59
- c) School Requisition - \$943,08.92
- d) AMA - \$99,177.65

Revenues

1 Property tax has not been calculated

2 Grant Funding

- b) FCSS Grant \$21,450
- c) Designated Industrial Property Grant - \$00.00
- d) ASB Grant \$00.00
- e) Lake Maintenance Grant \$00.00