



# AGENDA

Municipal District No.124 Regular Council  
Wednesday, June 25, 2025 - 10:00 AM - MD Council Chambers

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Page

## CALL TO ORDER

## ANNOUNCEMENTS / OPENING REMARKS

## ADOPTION OF THE AGENDA

- 3.1 June 25, 2025, Regular Meeting of Council Agenda

*Proposed Motion: Move to adopt the June 25, 2025, Regular Meeting of Council Agenda as presented.*

## ADOPTION OF MINUTES

- 4.1 June 11, 2025, Regular Meeting of Council Minutes

5 - 22

*Proposed Motion: Move to adopt the June 11, 2025, Regular Meeting of Council Minutes as presented.*

[06112025 DRAFT Minutes](#)

[SCH A DRAFT 06112025 -Bylaw 2025-06](#)

[SCH B DRAFT 06112025 -Bylaw 2025-07](#)

[SCH C K. Cassie LUB Amendments](#)

## DELEGATIONS

- 5.1 Tolko - Allan Bell @ 10:00 a.m.

23 - 24

*Proposed Motion: Move to accept the presentation from Tolko as information.*

[Delegate Allan Bell](#)

## POLICIES

- 6.1 WAT-41-05 Utility Accounts Policy and WAT-41-05.01 Utility Accounts Procedure

25 - 41

*Proposed Motion: Move that Council adopts WAT-41-05 Utility Accounts Policy as presented.*

*Proposed Motion: Move that Council accept WAT-41-05.01 Utility Accounts Procedure as information.*

*Proposed Motion: Move to direct Administration to (bring back) the Provision of Fees for amendment or leave as is.*

[RFD - Utility Account Policy - June 25](#)

[DRAFT - Utility Accounts Policy-redline](#)

[DRAFT - Utility Accounts Procedure](#)  
[WAT-41-01 Cardlock Deposit for Cardlock Water Systems](#)  
[WAT-41-02 Potable Water Meter Invoicing Policy](#)  
[WAT-41-03 Bulk Water Usage Policy](#)

## REQUESTS FOR DECISION

- 7.1 Council Meeting Dates 42 - 43

*Proposed Motion: Move that Council set July 9, 2025, August 13, 2025, and August 27, 2025, as Regular Meeting of Council dates.*

*Proposed Motion: Move that Council set July 10, 2025, and August 14, 2025, as Committee of the Whole Meeting dates.*

[06252025 - RFD - Council Meeting Dates](#)

- 7.2 Re-numbering of Investment Policy and Procedure 44 - 56

*Proposed Motion: Move that Council adopt the re-numbering of the Investment Policy from ADM-12-28 to ADM-12-33, as presented.*

*Proposed Motion: Move that Council accept the re-numbering of the Investment Procedure from ADM-12-28.01 to ADM-12-33.01, as presented.*

[06112025 - RFD - Investment Policy Re-numbering](#)

[ADM-12-33 Investment Policy READY FOR SIGNING](#)

[ADM-12-33.01 Investment Procedure - READY FOR SIGNING](#)

- 7.3 Reimbursement of Development Fee (\$300.00) for Community Use in Commerical District 57 - 67

*Proposed Motion: Move that Council direct administration to instruct the applicant, Melinda Miranda, to make an application to FCSS/CAB to reimburse the development permit fee of \$300 for Development Permit 25-D-034 for 5221HW;1;3 in the hamlet of Smith.*

[RFD development fee](#)

[2. Application Redacted](#)

[proposal letter Redacted1](#)

## REPORTS

- 8.1 Highway 2 Detour effects on the Old Smith Hwy 68 - 72

*Proposed Motion: Move to accept the Highway 2 Detour effects on the Old Smith Hwy as information.*

[06252025 Report to Council - Hwy 2 Detour to OSHWY](#)

[OSHWY Traffic Increase Summary](#)

[DRAFT Letter to Alberta Transportation](#)

- 8.2 Finance Monthly Report - Investment Report to distributed at meeting. 73 - 79

*Proposed Motion: Move to accept the Municipal District of Lesser Slave River No. 124 Statement of Operations as of May 31, 2025, for information.*

[RFD - Monthly Report as of May 31, 2025 - Statement of Operations](#)

[MDLSR as of May 31, 2025](#)

- 8.3 Board Reports - Agricultural Services
- Agricultural Service Board - Councillors Melzer and Fulmore
  - Veterinary Services Incorporated - Councillors Melzer and Fulmore

- 8.4 Board Reports - Community Futures
  - Community Futures Slave Lake - Councillor Sand
  - Community Futures Tawatinaw Region - Councillor Melzer
- 8.5 Board Reports - Airport
  - Slave Lake Airport Services Commission - Councillors Seatter, Fulmore and Pearson
- 8.6 Board Reports - Education Libraries
  - Peace Library Systems - Councillors Pearson and Sand
  - Slave Lake Regional Library Board - Councillor Sand
- 8.7 Board Reports - Economic Development
  - Slave Lake Chamber of Commerce -Deputy Reeve McCann
- 8.8 Board Reports - Seniors and Housing
  - Lesser Slave Lake Regional Housing Authority - Councillors Pearson and Sand
  - Homeland Housing - Councillor Melzer
- 8.9 Board Reports - Inter-Municipal Committees - Reeve Kerik, Deputy Reeve Spencer, Councillors Sand and Seatter
- 8.10 Board Reports - Planning & Development
  - Municipal Planning Commission - Deputy Reeve Spencer, Councillors Seatter, Pearson and Fulmore
- 8.11 Board Reports - Tourism
  - Slave Lake Regional Tourism - Deputy Reeve Spencer
- 8.12 Board Reports - Reeve Appointments
  - Northern Alberta Development Council/Northern Alberta Elected Leaders
  - Director of Wildfire Legacy Corporation
- 8.13 Board Reports - Regional Alliances
  - Alberta North Central Alliance - Reeve Kerik and Councillor Sand
- 8.14 Board Reports - Tri-Council Committees
  - Tri-Council Health Advocacy Committee - Councillors Pearson, Melzer and Fulmore
- 8.15 Board Reports - Waste Management
  - Athabasca Regional Waste Management Services Commission - Councillors Sand and Fulmore
  - Lesser Slave Regional Waste Services Commission - Manager Kolenosky, Deputy Reeve Spencer, Councillors Pearson and Seatter
- 8.16 Board Reports - Watersheds
  - Lesser Slave Lake Watershed Council - Councillors Seatter and Pearson
- 8.17 Board Reports - All Council Committees
  - Tri-Council (MD/TOSL/Sawridge First Nation)
  - Pembina River District No.3
  - Disaster Service Committee

*Proposed Motion: Move to accept the verbal Board Reports from Council as information.*

## **NEW BUSINESS**

9.1

9.2

9.3

### **ITEMS FOR DISCUSSION**

- 10.1 Provision of Goods & Services Fees  
- Grain Farmers being Commerical
- 10.2 Dust Control & Gravel Programs
- 10.3 2026 Budget Road Tours dates (August 18 - 22) 2 days

### **CONFIDENTIAL ITEMS - CLOSED SESSION**

- 11.1 Closed Session as per the following sections 17, 18, 21 and 24 of the FOIP Act.

- Land
- Town of Slave Lake Truck fill water source
- Staff Recruitment

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

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

### **NOTICE OF MOTION**

### **ADJOURNMENT**

# *MINUTES*

**Regular Meeting of Council  
Municipal District of Lesser Slave River No. 124  
June 11, 2025  
Northern Star Hotel & Convention**

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- MEMBERS PRESENT** Murray Kerik - Reeve  
Lana McCann - Division 2  
Nancy Sand - Division 1  
Darren Fulmore - Division 1  
Sandra Melzer - Division 1  
Norm Seatter - Division 2  
Brad Pearson - Division 2
- IN ATTENDANCE** Barry Kolenosky - Chief Administrative Officer, MDLSR  
Chris Valaire - Assistant Chief Administrative Officer, MDLSR  
Jeremy Dumaresque - Assistant Director of Utilities, MDLSR  
Heather DeAlexandra - Administrative Assistant, Utilities MDLSR  
Sandra Rendle - Associate Director, Legislative Services, MDLSR  
Molly Fyten - MD Contractor  
Paul Mulholland - Senior Peace Officer, MDLSR  
Ann Holden - Development Officer, MDLSR  
Elizabeth Krumes - Administrative Assistant, MDLSR  
Amie McGowan - Community Consultant, Urban Systems  
Jake Papineau - Community and Social Planning Consultant, Urban Systems  
Joe McWilliams - Lakeside Leader  
Janie Freckleton - Document Conveyance & Program Coordinator  
Marilyn Gladue - Recording Secretary, MDLSR
- CALL TO ORDER** Reeve Kerik called the meeting to order at 9:00 a.m.
- ADOPTION OF AGENDA** **June 11, 2025, Regular Meeting Council Agenda**  
**MOTION 258-25**  
Moved by Councillor Fulmore to adopt June 11, 2025, Regular Meeting Council Agenda as presented.  
**CARRIED**
- ADOPTION OF MINUTES** **May 28, 2025, Regular Meeting of Council Minutes**  
**MOTION 259-25**  
Moved by Councillor Pearson to adopt May 28, 2025, Regular Meeting of Council Minutes as presented.  
**CARRIED**
- POLICIES** **Community Standards Enforcement Policy and Procedure**  
**MOTION 260-25**  
Moved by Councillor Sand that Council rescind Policy No. PS-26-02.  
**CARRIED**  
**MOTION 261-25**  
Moved by Councillor Seatter that Council approve Policy No. PS-26-03 Community Standards Enforcement Policy and accept the associated procedures PS-26-03.01 as information.  
**CARRIED**

MINUTES  
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council  
June 11, 2025

**REQUESTS FOR  
DECISION**

**Flatbush Complex Roof Repair**

**MOTION 262-25**

Moved by Councillor Pearson that Council directs Administration to proceed with emergency roof repairs on the Flatbush Complex for the cost of \$69,973.14 plus GST and including 15% contingency, to be funded from the Building & Facilities Reserve account #6-31-02-00-760.

**CARRIED**

**MOTION 263-25**

Moved by Councillor Melzer that Council directs Administration to award the Flatbush emergency roof repairs and ventilation work to Patribeck Metal Roofing and Siding Services for a cost of \$60,846.21 plus GST.

**CARRIED**

**MOTION 264-25**

Moved by Deputy Reeve McCann that Council directs Administration to proceed with the replacement of the Eavestroughs at the Flatbush Complex.

**CARRIED**

**Mitsue Industrial Park Situation Update**

**MOTION 265-25**

Moved by Deputy Reeve McCann that Council direct Administration to do emergency repairs in the budget amount \$260,000 to be funded from the Building & Facilities Reserve Account #6-31-02-00-760.

**CARRIED**

**PUBLIC HEARING**

**Public Hearing for: (Public Hearing minutes attached as Schedule A & B)**

- **Bylaw 2025-06 Municipal Development Plan**
- **Bylaw 2025-07 Land Use Bylaw**

**MOTION 266-25**

Moved by Councillor Melzer to recess Regular Meeting of Council to hold the Public Hearings for the noted Bylaws at 10:02 a.m.

**CARRIED**

**MOTION 267-25**

Moved by Councillor Fulmore to reconvene the Regular Meeting of Council at 11:55 a.m.

**CARRIED**

**RECESS  
RECONVENE**

12:00 p.m.  
1:27 p.m.

**CLOSED SESSION**

**MOTION 268-25**

Moved by Councillor Sand to go into Closed Session at 1:28 p.m. as per the following sections of the FOIP Act with CAO Kolenosky, Assistant CAO Valaire, Legislative Services Rendle, MD Contractor Fyten, Urban Systems McGowan and Papineau, Administrative Assistant Freckleton and Recording Secretary Gladue in attendance.

- Section 19 Confidential Evaluations
- Section 23 Local public body confidences
- Section 24 Advice from Officials
- Section 29 Information that is or will be available to the public

**CARRIED**

MINUTES  
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council  
June 11, 2025

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**MOTION 269-25**

Moved by Deputy Reeve McCann to return to Open Session at 2:41 p.m.

**CARRIED**

**MOTION 270-25**

Moved by Deputy Reeve McCann to direct Administration to send out a communique to the Municipal District of Lesser Slave River No. 124 residents advising the findings and next steps with the Municipal Development Plan and the Land Use Bylaw.

**CARRIED**

**ADJOURNMENT**

**MOTION 271-25**

Moved by Councillor Fulmore to adjourn at 2:43 p.m.

**CARRIED**

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

\_\_\_\_\_  
Reeve

DRAFT

*Schedule A*  
**MINUTES**

**Public Hearing**  
**Municipal District of Lesser Slave River No. 124**  
**Bylaw 2025-06 Municipal Development Plan**  
**June 11, 2025**  
**Northern Star Hotel & Convention Centre, Slave Lake**

- MEMBERS PRESENT** Murray Kerik - Reeve  
Lana Spencer - Deputy Reeve  
Sandra Melzer - Division 1  
Norman Seatter - Division 2  
Darren Fulmore - Division 1  
Brad Pearson - Division 2  
Nancy Sand - Division 1
- IN ATTENDANCE** Barry Kolenosky, - Chief Administrative Officer, MDLSR  
Chris Valaire - Assistant Chief Administrative Officer, MDLSR  
Molly Fyten - MD Contractor, MDLSR  
Amie McGowan - Community Consultant, Urban Systems  
Jake Papineau - Community and Social Planning Consultant, Urban Systems  
Paul Mulholland - Senior Peace Officer, MDLSR  
Ann Holden - Development Officer, MDLSR  
Elizabeth Krumes - Administrative Assistant, MDLRS  
Sandra Rendle - Associate Director, Legislative Services, MDLSR  
Joe Williams - Lakeside Leader  
Marilyn Gladue - Recording Secretary, MDLSR

**CALL TO ORDER** Reeve Kerik called the meeting to order at 10:02 a.m.

**INTRODUCTIONS** Council Introductions

**BACKGROUND** Municipal Development Plan Purpose/Background report

- The MDP, in its essence, will help to create complete communities throughout the MD and provide a basis for building consensus around change. It will also provide the MD with a holistic approach to integrate the MD's growth and development with surrounding municipalities and jurisdictions. However, this plan is a general guide and may not cover all situations and circumstances. As a result, more detailed policy documents such as Area Structure Plans, master plans, and mitigation plans are needed to support the Plan in its implementation and meeting its community building goals. Some areas of the MD are more likely to see future growth and will need more detailed planning and land use guidance than this MDP can provide. In those cases, relevant Area Structure Plans will be implemented to address the circumstances of these specific areas.

Municipal Development Plan Bylaw 2025-06  
Advertisement May 28, 2025  
Advertisement June 4, 2025

**WRITTEN SUBMISSIONS**

**AGAINST** Against Proposed Bylaw 2025-06:

- None

**VERBAL SUBMISSIONS**

**AGAINST** Against Proposed Bylaw 2025-06:

- One – Ken Cassie
  - o No redline document available to public
  - o Area Structure plans concerns

**VIRTUAL SUBMISSIONS**

**AGAINST** Against Proposed Bylaw 2025-06:

- None

MINUTES  
Municipal District of Lesser Slave River No. 124 – Public Hearing Bylaw 2025-06  
Municipal Development Plan June 11, 2025

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**COMMENTS  
IN FAVOUR**

In Favour of Proposed Bylaw 2025-06:

- Written – None
- Verbal – None
- Virtual – None

**ADJOURNMENT**

**MOTION:**

Moved by Deputy Reeve McCann to adjourn the Public Hearing for Bylaw 2025-06  
Municipal Development Plan at 10:23 a.m.

**CARRIED**

**Schedule B**  
**MINUTES**  
**Public Hearing**  
**Municipal District of Lesser Slave River No. 124**  
**Bylaw 2025-07 Land Use Bylaw**  
**June 11, 2025**  
**Northern Star Hotel & Convention Centre, Slave Lake**

<b>MEMBERS PRESENT</b>	Murray Kerik - Reeve Lana Spencer - Deputy Reeve Sandra Melzer - Division 1 Norman Seatter - Division 2 Darren Fulmore - Division 1 Brad Pearson - Division 2 Nancy Sand - Division 1
<b>IN ATTENDANCE</b>	Barry Kolenosky, - Chief Administrative Officer, MDLSR Chris Valaire - Assistant Chief Administrative Officer, MDLSR Molly Fyten - MD Contractor, MDLSR Amie McGowan - Community Consultant, Urban Systems Jake Papineau - Community and Social Planning Consultant, Urban Systems Paul Mulholland - Senior Peace Officer Ann Holden - Development Officer, MDLSR Elizabeth Krumes - Administrative Assistant, MDLSR Sandra Rendle - Associate Director, Legislative Services, MDLSR Joe Williams - Lakeside Leader Marilyn Gladue - Recording Secretary, MDLSR
<b>CALL TO ORDER</b>	Reeve Kerik called the meeting to order at 10:23 a.m.
<b>INTRODUCTIONS</b>	Council Introductions
<b>BACKGROUND</b>	Land Use Bylaw Purpose/Background report  The <b>Land Use Bylaw (LUB)</b> is one of the Municipal District’s primary planning tools. It regulates how land and buildings can be used and developed throughout the MD. This Bylaw plays a key role in putting into action the goals and policies found in other long-term planning documents—such as the <b>Municipal Development Plan (MDP)</b> , which outlines the MD’s vision for future growth, development, and land stewardship. The LUB does this by: <ul style="list-style-type: none"> <li>• Dividing the municipality into <b>Land Use Districts</b> (e.g., residential, commercial, industrial, agricultural);</li> <li>• Listing the types of uses and developments allowed in each district;</li> <li>• Setting standards for <b>setbacks, building height, parking, signage, fencing, and more</b>;</li> <li>• Establishing procedures for <b>development permits, variances, subdivisions, and appeals</b>.</li> </ul> By setting out <b>clear and consistent rules</b> , the Land Use Bylaw helps manage the impacts of development and supports: <ul style="list-style-type: none"> <li>• Certainty for landowners and developers,</li> <li>• Compatibility between neighbouring land uses,</li> <li>• Safe, orderly, and sustainable growth across the MD.</li> </ul> This bylaw applies to <b>all land and development</b> within the MD of Lesser Slave River and should be your first stop when planning to build, subdivide, or change the use of a property.  Land Use Bylaw 2025-07 Advertisement May 28, 2025 Advertisement June 4, 2025

**WRITTEN SUBMISSIONS  
AGAINST**

Against Proposed Bylaw 2025-07:

- 4
  - o Ruthea LaCroix
  - o Sarah Carson
  - o Trisha Price
  - o Ken Cassie (See Schedule C attached)

**VERBAL SUBMISSIONS  
AGAINST**

Against Proposed Bylaw 2025-07:

- 5
  - o Mike Price
  - o Ruthea LaCroix
  - o Tim Wright
  - o Trisha Price
  - o Ken Cassie

**VIRTUAL SUBMISSIONS  
AGAINST**

Against Proposed Bylaw 2025-07:

- 1
  - o Lyndsey Carmichael – (Unable to join)

**COMMENTS  
IN FAVOUR**

In Favour of Proposed Bylaw 2025-07:

- None

**ADJOURNMENT**

**MOTION:**

Moved by Reeve Kerik to adjourn the Public Hearing for Bylaw 2025-07 Land Use Bylaw at 11:54 a.m.

**CARRIED**

**SCHEDULE C**

	<b>SECTION</b>		<b>Statement in PROPOSED BYLAW</b>	<b>COMMENT/AMENDMENT</b>
<b>1</b>	Sum. of Amend.	#25	To make general LUB align with MGA	This is much more than aligning with the MGA. State the true reason
<b>Organization and How To use This Land Use Bylaw</b>				
<b>2</b>	How to use	Step 1	View digital Land Use maps	That link does not go to the maps, needs more than mdlr.ca to find the maps
<b>3</b>	How to use	Step 1	Schedule "C"	Documents are not complete or missing on the MD website. Needs to be added to hard copy LUB & online LUB
<b>4</b>	Discretionary use		Schedule "A"	Documents are not complete or missing on the MD website. Needs to be added to hard copy LUB & online LUB
<b>Part 1 ADMINISTRATION</b>				
<b>1 Introduction</b>				
<b>5</b>	1.3.2		ASP ? Not listed	Area Structure plan should be listed with the other mentioned plans
<b>6</b>	1.4.1		Repeal 2025-01?	Why will the Kropp rezoning bylaw 2025-01 be repealed when it has not been enacted yet?
<b>2 Authorities</b>				
<b>7</b>	2.3.1		Subdivision and Appeal Board	Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
<b>4 Enforcement</b>				
<b>8</b>	4.8.1		Subdivision and Appeal Board	Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
<b>9</b>	4.8.2		Subdivision and Appeal Board	Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
<b>Part 2 DEVELOPMENT PROCEDURES</b>				
<b>5 Development and Subdivision Applications</b>				

**SCHEDULE C**

<b>10</b>	5.1.8		Table 1 Dev. Permit Requirements	Table 1 is shown as Table 7 Should septic and wells be included
<b>11</b>	5.2.6		Missing 3 at end of sentence	TYPO ADD 3 to subsection 5.2. "5.2.3"
<b>Part 3 OVERLAYS AND LAND USE DISTRICTS</b>				
<b>6 Overlays</b>				
<b>12</b>	6.1.2			ADD Schedule C to the hard copy and online LUB
<b>13</b>	6.2.1 - 6.2.5		1:100 year floodplain	I've seen heard of 1:200 year floodplain, is 1:100 year floodplain still the standard?
<b>14</b>	6.2.5		Septic/storage/vents	Septic Holding Tank Accesses and Vents should be above the flood level for the property. Fecal matter floating through the flooded areas is not a safe healthy thing. Having resided in Marten Beach during a few flood events, gives me personal experiences that were not pleasant. My research with Safety Permit Companies and other Environment associations indicate that this should be done for flood plains and can be easily added to a Land Use Bylaw
<b>15</b>	6.2.13( )			Add elevation of Sewer access/vents as noted above
<b>16</b>	6.2.14		Real Property Report	Show building first opening of building and Septic access and vent elevations
<b>17</b>	6.3.5		minimum area	(Clarification) are second storeys part of minimum
<b>7 Land Use Districts</b>				
<b>18</b>	7.1.2		Schedule "D"	ADD Schedule D to the hard copy and online LUB
<b>19</b>	7.2.1 (6		1.2m side yard setback	1.2m side yard setback? With the allowable projections into the side yards, eaves and other projections from abutting properties could potentially be 1.2m apart. In rural areas where fire services could be a while getting there this can have disastrous effects. Is this setback in line with Fire Smarting? Lots of money and time is spent on Fire Smarting communities and this just seems counter-productive to the efforts being made to Fire Smart our communities.

**SCHEDULE C**

<b>20</b>	7.2.2 7.3.3		Excludes 'Flag' and 'Pie' shaped lots	Minimum area and widths along with setbacks on a “Flag Lot” should apply to the “Flag” part of the lot. As it is now, the front yard setback as defined would be up the “pole” part of the lot and a building would be able to be constructed with zero clearance from the rear line of the lot in front of it. The minimum width is not for the “pole” part of the lot, but for the main building area, the “flag” part. Setbacks, area, and width should be determined as if the “pole” did not exist. Pie shaped lots widths are defined at Section 8.16 and in Part 5 Definitions and Schedules. “Lot Width on a Pie Shaped Lot” This is for all zones where the Flag and Pie Shaped Lot notation is shown.
<b>21</b>	7.2.2	Discretionary Use	Kennels	Kennels, since this could be accommodating animals, should this be part of the Animal Control Bylaw, and Responsible Animal Owner Policy, or at least make reference to the ACB/RAOP? Will the maximum animal units be as permitted in the ACB/RAOP?
<b>22</b>	7.2.2	Permitted Use	Recreation Vehicle Park Model	(Clarification) Is this storage or occupy?
<b>23</b>	7.2.2	Discretionary Use	Recreation Vehicles greater than 2	(Clarification) Is this storage or occupy?
<b>24</b>	7.2.8 (e)		Minimum 3.0m front setback?	Townhouse front setback 3.0m? The appearance could be unsightly dependant on where in a subdivision they are built.
<b>25</b>	7.3.2	Discretionary Use	Equestrian Facility	Equestrian Facility, since this could be accommodating animals, should this be part of the Animal Control Bylaw, and Responsible Animal Owner Policy, or at least make reference to the ACB/RAOP? Will the maximum animal units be as permitted in the ACB/RAOP?
<b>26</b>	7.3.2	Discretionary Use	Heavy Truck/ Equipment	Heavy Truck is defined in 12.2 Use Defintions, however the <b>use</b> is Heavy Truck AND Equipment Storage. There should not be a separate discretionary use for Heavy Truck Storage personal, and Heavy Equipment Storage, personal since they are both included in "Heavy Truck and Equipment" use definition.
<b>27</b>	7.3.2	Discretionary Use	Kennels	SEE ABOVE

**SCHEDULE C**

<b>28</b>	7.3.2	Permitted Use	Recreation Vehicle Park Model	(Clarification) Is this storage or occupy?
<b>29</b>	7.3.2	Discretionary Use	Recreation Vehicles greater than 2	(Clarification) PARK MODEL OR NOT? Is this storage or occupy?
<b>30</b>	7.3.3 & 7.4.3	Width/Setbacks	Min width 15m...minimum side setback 7.5m ?	The minimum width and minimum side yard setbacks do not allow for a building envelope. 15m – 7.5m – 7.5m = 0.0m
<b>31</b>	7.2.4 & 7.3.3	Area Coverage	50% ?	Area coverage of 50% is large for these lots, especially since no maximum lot sizes are listed.Consider smaller %
<b>32</b>	7.3.4	Lake Front	Suggest addition for Lake/waterfront properties front/rear yards	Consider the front yard/line of lots along lakes. "In the case of a lot immediately adjacent to a lake or to a Reserve parcel adjacent to a lake, the lot line nearest the lake shall be considered the front line, and the lot line adjacent to the road or highway shall be considered the rear line." As defined now, Devonshire Beach, Marten Beach, Nine Mile Point areas (and perhaps other areas) development would be drastically affected if the developments were destroyed and new development was planned. Or new development occurred in any area. Since accessory buildings are not permitted in the front yard setback, the garages and other accessory buildings would need to be pushed further back and the houses possibly even further.
<b>33</b>	7.4.2	Caretaker	Both Permitted and Discretionary?	(Clarification) Why is Caretaker/Security Residence both permitted and discretionary?
<b>34</b>	7.4.5 (a)	Consistency	Dwelling, Shouse	Dwelling, Shouse is shown in the title, yet only Shouse is mentioned in the paragraph body. Should be consistent. (All other Dwelling, "Type" should be consistent as well)
<b>35</b>	7.4.7	Figure Label	Figure 10	Shown as figure 76
<b>36</b>	7.4.10 (c)	Measurement	10 acres	(Correction)should be 4.05 ha. (10 ac.) (1.2.10)
<b>37</b>	7.4.11 (a)	Measurement	10 acres (0.047 hectares)	(Correction) Error... should be 4.05 ha. (10 ac) (1.2.10)
<b>38</b>	7.5.2	Discretionary Use	Kennels	SEE ABOVE

**SCHEDULE C**

<b>39</b>	7.6.5	Caretaker Res	No more than 3?	Why 3 needed? Maximum size of Caretaker Residence? Separate septic/water systems? AND 7.6.5 (c <b>SITE</b> should be changed to <b>LOT</b> so as not to include a wakway, roads, or lanes as in the SITE definition.
<b>40</b>	7.7.5	Caretaker Res	No more than 3?	Why 3 needed? Maximum size of Caretaker Residence? Separate septic/water systems?
<b>41</b>	7.8.2	Discretionary Use	Equestrian Facility ?	SEE ABOVE
<b>42</b>	7.9.8		20+year lease	How is the MD notified? Is the lessor required to notify?
<b>43</b>	7.10.1		within hamlets only?	Community Areas need to be included as well
<b>44</b>	7.10.4 (4		1.2m side yard setback	SEE ABOVE
<b>45</b>			Similar Use in Various Zones Removwed	Is the Similar Use no longer required? It was a significant amendment to the LUB. Did it serve its purpose?
<b>Part 3 GENERAL and USE-SPECIFIC REGULATIONS</b>				
<b>8 General Regulations</b>				
<b>46</b>	8.1.1	Clarification	unserved development permit has been approved and issued.	What does unserved permit mean?
<b>47</b>	8.2.1	Flagpoles	Under 4.5m in height	What is the development permit requirement if they are over 4.5m? Not included in any Permitted or discretionary use.
<b>48</b>	8.2.1	Municipal Constr.	MD owned land	Should MD controlled land/building be added? Ie River Wier/Launch area. Leased lands?
<b>49</b>	8.2.1	Temp Bldg Strut	Sea Cans	Does temporary building structures include/exclude Sea Cans?
<b>50</b>	8.2.1	Temp Bldg Strut	How long is Temporary?	Set Temporary limit

SCHEDULE C

51	8.2.1	Temp Bldg Strut	Temp convert to permanent structure?	Require development permit to convert temporary to permanent. These type of structures sometimes morph into permanent without notification.
52	8.9.2 (c)	Accessory building	Not allowed in front yard unless approved. Redundant?	All buildings over 144sq.ft require approval. Setbacks are defined in RS and RUS sections
53	8.9.4 (a)	Accessory building abutting owners	Consistency	...where the "developer"... should be changed to ...where the "landowner"... to be consistent in the same paragraph. The developer does not necessarily own the land. ..."title" change... should read "ownership" change. Titles change all the time, not only for ownership. There can be changes for addresses, mortgages, caveats, liens, etc. Caveats registered on title should be at the cost of the landowner not the MD.
54	8.12.1	Measurement	Lot Size (ac)	Lot sizes should be shown in hectares (1.2.10) Are Caretaker/Security Residences included in the Dwelling Units allowed?
55	8.20.3		Recycle Storage Site	What zones are Recycle Storage Sites permitted/discretionary?
56	8.23.2	setbacks	Discretion of pipeline operator?	Setbacks determined by caveats on title and Legislation. Operator should not be allowed discretion.
57	8.23.5	Ground disturb	within 30m requires written consent	Ground disturbance... legislation in place to define ground disturbance... <u>Ground disturbance</u> includes such activities as excavating, digging, trenching, plowing, drilling, tunnelling, augering, backfilling, blasting, stripping topsoil, levelling, removing peat, quarrying, clearing, grading, or <b>pounding posts</b> . <u>Ground disturbance does not include</u> a disturbance of the earth to a depth of less than 30 centimetres that does not result in a reduction of the earth cover over the pipeline to a depth that is less than the cover provided when the pipeline was installed, or cultivation less than 45 centimetres deep. Will farmers and ranchers now require "written consent" to fence with 30m of a Right-of-Way?

**SCHEDULE C**

<b>58</b>	8.23.6	build on P/L	Not on R/W	Caveats on title describe what the grantor and the grantee can and cannot do on pipeline rights-of-way.
<b>59</b>	8.23.8	buildings	setback from R/W edge?	Caveats on title describe what the grantor and the grantee can and cannot do on pipeline rights-of-way. This can sterilize a wide swath of land 15m R/W plus 7m either side equals 29m (95.1ft) of land. Are Waterlines considered pipelines in this Bylaw? If so, think of the lands along the water lines from Widewater to the Town of Slave Lake, and the waterlines to Bayer Road and Poplar Lane. Powerline rights-of-way adjacent to roads can take up a lot of width already. Add another 7m and the front yard setback can be 15m or more instead of the 7.5m required in the LUB. Gas Distribution lines would be another R/W to consider. In the drawing below, the green northerly to southerly R/W is 9.1 m wide, add 7m on either side of it, and the unusable area is 23.1m (75.9 ft.) wide. The building pocket and usable area of 3 lots are negatively affected

SCHEDULE C

59A	8.23.8	buildings	setback from R/W edge?	
60	8.23.9	buildings	setback from R/W edge?	Caveats on title describe what the grantor and the grantee can and cannot do on pipeline rights-of-way.
61	8.23.10	Passive	Encroach agreement?	Crops/Grazing/Cultivating/Gardens. Will farmers and ranchers, kennels, equestrian facilities, now require encroachment agreements for grazing, cultivating, riding, running? Will a residential lot owner be able to plant a garden without these agreements? Swing/play sets? Caveats on title describe what the grantor and the grantee can and cannot do on rights-of- way.
<b>9 On-site Parking and Loading</b>				
62	9.1	Handicap	Public Area Parking	Handicap parking accomodation should be considered for public uses.

**SCHEDULE C**

<b>10 Specific Use Regulations</b>				
<b>63</b>	10.6	Home Park Dwellings	What type of dwellings permitted	HOME PARK definition: means a development for multiple dwellings or recreational vehicle – park models that do not have a registered plan for subdivision. This includes, but is not limited to, dwellings that are used for rental purposes, long term leases, or communal living arrangements. <b>What types of dwellings can be built? RV, Stick built, modular, RTM etc?</b>
<b>64</b>	10.10.1	RV	not a permanent dwelling.	What is the length of time a Recreational Vehicle can be used as a dwelling? One in Poplar Lane is on its third year. The past two years from May to October.
<b>65</b>	10.13.7	Measurement	160 sq ft	should be 14.86 sq. m (106 sq ft) (1.2.10)
<b>66</b>	10.14.2		Typo "use in <i>the all</i> Land..."	"use in ALL THE Land Use
<b>67</b>	10.14.3	Measurement	2.0 ac (0.81hectares)	should be 0.81 ha (2.0 Ac) (1.2.10)
<b>68</b>	10.14.5(a)	Conflict	10.14.5(a) conflicts with 10.14.1	This needs clarification. Personal storage only or not?
<b>69</b>	10.14.6	submission	site plan and elevation, servicing Redudant?	Required under section 5.1.8
<b>Part 5 Definitions and Schedules</b>				
<b>12.1 General Definitions</b>				
<b>70</b>		Appeal Auth	Subdivision and Appeal Board	Intermunicipal Subdivision and Development Appeal Board (2024-01)
<b>71</b>		Deck	no height mentioned	Deck should include height above ground notation 0.6m (2ft) above ground
<b>72</b>		Lot Line Front	...Shorter distance of the two..	Should be narrowest of lot. Sketch is not correct. See Lot Line Side. Lot Line Front on a corner lot is the shortest distance (width) on a road boundary. The narrowest part of the lot is considered front line. Sketch is not correct. The text is not clear. Section 1.2.12 states text prevails.
<b>73</b>		Lot Line Side	text correct	Sketch not correct. See Lot Line Front Lot Line Side on a corner lot are the longer lot lines. The longer of the two abutting the road. The text is correct, the sketch is not. Section 1.2.12 states text prevails.

SCHEDULE C

74		Max Bldg Height	More Complicated than needed	Maximum building height calculation is more complicated than it needs to be. Consider... <b>"Building height"</b> means the vertical distance between the established grade and the highest point of a building, excluding devices not structurally essential to the building.
75		SADB	Subdivision and Appeal Board	Intermunicipal Subdivision and Development Appeal Board (2024-01)
76		Yard Front Yard Rear Yard Side	Should be to foundation not to fireplace or Balcony	Front, Rear, and Side Setback should be to the foundation. The foundation is well defined and generally will not change. The finishing on the walls can change...vinyl siding to steel to brick Setback to a balcony... is it to the base, to the railing? Fireplaces if not part of the foundation can be cantilevered by any amount, what is the thickness of the brick, fascia board, vinyl siding? All these can be unknowns and problematic for the layout of the building on the lot by the engineer or surveyor. All building drawings will have firm measurements on the foundation. The finishing can have many variables. Not knowing the thickness of the finishing materials can result in the building being too close to the lot line and require a variance or other adjustments.
<b>12.1 Use Definitions</b>				
77	12.1.3	Accessory Defined	Conflicting with Accessory buildings to Discretionary Uses. Definition does not include Discretionary Uses. Many zones have Accessory Building(s) to Discretionary uses.	Accessory means a use, building, or structure that is: <b>Incidental and subordinate to the principal use of the parcel or building;</b> <ul style="list-style-type: none"> <li>• <b>Located on the same parcel as the principal use;</b></li> <li>• <b>Clearly and exclusively related to the principal use;</b> and</li> <li>• Not used for independent or principal occupancy, unless expressly allowed by this Bylaw.</li> </ul>
78	12.2.1	Accessory Bldg	SEE ABOVE	SEE ABOVE
79	12.2.1	Accessory Bldg	...typically on abutting parcel?	Accessory buildings are <b>not typically</b> located on abutting properties and require approvals under Section 8.9.4 with conditions. <b><i>Typically on abutting property needs to be removed from the Use Definition.</i></b>

SCHEDULE C

80	12.2.1	Caretaker Res	accomodations for required on-site employees	These residences should not be used for "required on-site employees" This would be Bunkhouses or work camps in a permanent fashion.
81	12.2.1	Cemetery	land for the deceased	Cemetery is land for the <i>interment</i> of the deceased
82	12.2.1	Sea Can	320 sq ft	Should read 29.73sq.m (320sq.ft.) as per section 1.2.10



**Lesser Slave River  
Administration**

**APPEARING BEFORE COUNCIL AS A DELEGATION**

**GUIDELINES**

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

**LEGISLATION:** Bylaw 2021-12

**DELEGATION REQUEST TO APPEAR BEFORE COUNCIL**

This form is mandatory before any request is considered.

**NAME OF PERSON & ASSOCIATE OR ORGANIZATION**

**Tolko Industries Ltd.**

**TOPIC OF DISCUSSION**

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

**Alberta Rural Renewal Stream**

**PURPOSE OF PRESENTATION**

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

**Request MD to Consider Membership in Alberta Rural Renewal Stream**

**ACTIVITIES TO DATE RELEVANT TO THIS MATTER**

Attach additional information if required.

**Confirmed need for MD Membership in program for Tolko's Mitsue site eligibility**

**ADDRESS**

**Box 630, Slave Lake**

**PHONE**

**780 805 2400**

**EMAIL**

**[allan.bell@tolko.com](mailto:allan.bell@tolko.com)**

**SIGNATURE**

**All Bell**

**DATE**

**COUNCIL MEETING DAY REQUESTED**

**June 25<sup>th</sup>, 2025 10:00 am**



**Lesser Slave River  
Administration**

**DELEGATION REQUEST TO APPEAR BEFORE COUNCIL**

**REQUIREMENTS**

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

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

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

**HELPFUL SUGGESTIONS**

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

**FOR OFFICE USE ONLY**

Approved Declined Other

*[Signature]*

BY (SIGNATURE)

APPEARANCE DATE (IF APPLICABLE)

*June 25/25*

APPLICANT INFORMED OF DECISION ON (DATE)

*June 18/25*

DATE

*June 18/25*

BY (SIGNATURE)

*[Signature]*



**Lesser Slave River**

**Request for Decision**

Title:	<b>WAT-41-05 - Utility Accounts Policy</b>
Date:	June 25, 2025
Presented By:	Jeremy Dumaresque
Attachments:	Utility Accounts Policy, Utility Accounts Procedure, Utility Account Application Policy WAT-41-01 (rescinded), Policy WAT-41-02 (rescinded), Policy WAT-41-03 (rescinded) Bulk Stations – Provision of Fees Report discussion presented at the time of the meeting.

Proposed Motion	<ol style="list-style-type: none"> <li>1. <i>Move that Council adopts Policy WAT-41-05 - Utility Accounts Policy as presented</i></li> <li>2. <i>Move that Council accept the Utility Accounts Procedure WAT-41-05.01 as information</i></li> <li>3. <i>Motion to direct Administration to (bring back) the Provision of Fees for amendment or leave as is.</i></li> </ol>
Administration's Recommendation(s)	As proposed.

**BACKGROUND:**

This is a Policy of the Municipal District of Lesser Slave River that outlines the procedures and responsibilities for establishing and managing new utilities accounts to ensure consistent service, regulatory compliance, and efficient billing of water and wastewater accounts. In doing this, we will make it more comprehensive for both customers and Administration for service, compliance, and billing.

The Policy shall be responsible for:

- a) Unifying both water and wastewater utilities under one application process. This will reduce redundancies in documentation.
- b) More accurate billing as account holders will be distinguished by user groups: Heavy Industrial, Light Industrial/Commercial, Residential, Recreations/Seasonal and/or Bulk Fill Stations.
- c) Bulk Water Station Provision of Fees Report is forthcoming at the time of the meeting
  - Summary of Bulk Water Station Use
  - Subsidization of Services

**ALTERNATIVE OPTIONS:**

Administration will continue to use the current three (3) policies and procedures that may not meet the current needs of the MDLSR.

## **BENEFIT/RISKS:**

This policy is to update utilities accounts practices to meet today's standards and expectations. Creating one set of documents that flow with each other, reducing confusion for residents and Administration.

## **STRATEGIC ALIGNMENT:**

Aligns with several aspects of the 2025-03 Water & Wastewater Utilities Bylaw as well as Council direction. Also aligning with the Bylaw and polices Amendment/Drafting Section (Strategic-2) of the approved utility services strategic plan

## **FINANCIAL IMPLICATION:**

Having more defined account holder groups and their utility usages will help reduce inaccurate billing and potential water loss to leaks if all ratepayers have a Registered Water Meter in good working condition. Also to better analyze water usage at Bulk Fill Stations.

## **OTHER CONSIDERATIONS:**

N/A

## **COMMUNICATION STRATEGY:**

The MDLSR has created a Utility Accounts Policy WAT-41-05 to update the practices and procedures between the Administration and its ratepayers.

With this new Policy, ratepayers can be more accurately billed and held accountable for non-compliance based on the user group they are in. The user group is based on monthly water usage (m3). All ratepayers will fall under one user group type: Heavy Industrial, Light Industrial/Commercial, Commercial Agriculture, Residential or Recreational/Seasonal. This will ensure correct billing and compliance, per the new Policy.

The new Application process will streamline new accounts being processed, as well as existing accounts being better managed. With the new Application Form, the MDLSR will have a more accurate snapshot of current and future account holders, making it possible to track trends within the MDLSR. Whether this is the fluctuation in Seasonal/Recreational Accounts by season, or the monthly fluctuation in water usage by Bulk Water Station Location.

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Prepared By: Jeremy Dumaresque, Utility Manager  
Reviewed By: Heather DeAlexandra, Administrative Assistant  
Approved By: Barry Kolenosky, Chief Administrative Officer



**Lesser Slave River**

**Title:** UTILITY ACCOUNTS POLICY

**Policy Number:** WAT-41-05

**Effective Date:** 2025-06-25

**Resolution:** To be added once approved by Council

**Lead Department Responsible:** Utilities

**Supersedes Policy No:** WAT 41-01, WAT 41-02, WAT 41-03

**Next Review Date:**

**POLICY STATEMENT:**

This policy outlines the procedures and responsibilities for establishing and managing utilities accounts to ensure consistent service, regulatory compliance, and efficient billing of water and wastewater accounts.

**DEFINITIONS:**

**“ACCOUNT”** means an account established in the Consumer’s name and which includes the information collected and stored and used for the provision of and billing of Utility service charges, and which becomes part of the agreement between the Consumer and the MDLSR for the provision of water and/or Wastewater services.

**“APPLICATION”** means the application made to the MDLSR by a Consumer for the supply of Utility services.

**“BULK WATER STATION”** means a location where the public can purchase large volumes of water.

**“CAO”** means the Chief Administrative Officer (or his Designate) of the Municipal District of Lesser Slave River No. 124

**“COMMERCIAL AGRICULTURE”** means the production of crops and livestock primarily for sale, aiming to generate income and meet market demand.

**“HEAVY INDUSTRIAL”** means the utilization of resources, processes, or facilities for manufacturing, processing, or producing goods, typically in a large-scale or factory setting.

**“LIGHT INDUSTRIAL/COMMERCIAL”** means any activity where goods, services, or intellectual property are used for the purpose of creating or increasing sales and generating profit.

**“MDLSR”** The Municipal District of Lesser Slave River.

**“METER”** means any device sold, supplied, used, or authorized by the MDLSR for the purpose of measuring the volume of water consumed on a Property including wiring and all remote reading equipment.



## Lesser Slave River

**"PRIVATE SERVICE"** or **"PRIVATE SERVICE PIPE"** means that portion of pipes constructed by an Owner and used or intended to be used for the supply of water or the collection of Wastewater, as the context may require, in the case of a water service, extending from the Service Valve to the Meter; in the case of a Gravity Sewer service, extending from the Property line to the Main Clean-Out; and in the case of a Low-Pressure Sewer, extending from the Service Valve to the Main Clean-Out.

**"RECREATIONAL/SEASONAL"** means usage is typically intermittent, meaning it's only used for a portion of the year and may not be needed or available during other times.

**"REMOTE BULK WATER STATION"** means a Bulk Water Station where water is hauled to these stations via tanker trucks.

**"RESIDENTIAL"** means the designation or classification of land or property primarily for a Dwelling unit and living purposes, excluding commercial or industrial activities.

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### **PRINCIPLE:**

The principle of the policy is to guide and support staff to make decisions and to develop procedures.

#### **Eligibility**

- a) Utility accounts are available to:
- Heavy Industrial Users (excluding Marten Beach and Flatbush Potable Bulk Water Stations)
  - a) - Commercial Agriculture (excluding Marten Beach and Flatbush Potable Bulk Water Stations)
  - Light Industrial/Commercial Operations (excluding Marten Beach and Flatbush Potable Bulk Water Stations)
  - Residential Users
  - Seasonal/Recreational Users

#### **1. Application Process**

- a) Submission: Customers must complete and submit the Utility Account Application Form.
- b) Review: Applications will be reviewed for completeness and eligibility.
- c) Approval: Approved applicants will receive confirmation and account setup details.
- d) All fees and deposits must be paid in full prior to Approval. This is per the Fees for the Provision of Goods and Services Bylaw.
- e) Start Date: Service will begin on the requested date, subject to approval and infrastructure readiness.

#### **2. Equipment & Access**



## Lesser Slave River

- a) All Private Service Aaccounts must use a Registered Water Meter that is in good working condition.
- b) Customers are responsible for the installation, maintenance, and accessibility of the meter.
- c) Water access may be granted via:
  - Bulk Water Station
  - Registered Water Meter
- d) All Remote Bulk Water Locations will be limited to 510m<sup>3</sup> / day for residential use. \*Unless authorized by the CAO or his Designate in writing. \*

### 3. Billing & Payment

- a) Charges are based on metered usage and monthly service fees.
- b) Invoices are issued according to the selected billing method (email or mail).
- c) Payment is due within the terms specified on the invoice.
- d) Late payments may result in penalties or service suspension.
- e) Billing rates will be based on the Provision of Fees Bylaw as amended from time to time.

### 4. Compliance

- a) Customers must comply with all Municipal Bylaws and Operational Guidelines.

### Compliance & 5. Inspections

- ~~a) Customers must comply with all municipal bylaws and operational guidelines.~~
- b) The MDLSR municipality reserves the right to inspect meters and private service connections at any time to ensure compliance.

### 6. Accessibility

- a) The MDLSR may need property/facility access to ensure proper compliance.
- b) Due to the nature of the facility, the MDLSR will not be accepting any Industrial, Commercial or Agricultural usage for the Remote Potable Bulk Water Stations at Marten Beach and Flatbush.

### 4. Termination of Service

- a) Service may be terminated for:
  - Non-compliance with regulations
  - Tampering with equipment
  - Failure to pay invoices

### 5. Liability

- a) The MDLSR municipality is not liable for damages due to service interruptions or equipment failure.



**Lesser Slave River**

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

Date

\_\_\_\_\_  
Reeve

Date

- RELATED DOCUMENTS:**
- Bylaw 2025-09 - Fees for the Provision of Goods & Services Bylaw
  - Bylaw 2025-03 – Water and Wastewater Utilities Bylaw
  - WAT-41-05.01 - Utility Accounts Procedure
    - Utility Account Application

**Utility Account Application** Revised June 2025

**Section 1: Customer Information**

Business/Customer Name: \_\_\_\_\_

**Type of Customer:**  Residential  Light Industrial/Commercial  Heavy Industrial  Seasonal/Recreational

Commercial Agriculture

Primary Contact Person: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Section 2: Billing Information**

Billing Address:  
\_\_\_\_\_  
\_\_\_\_\_

Preferred Billing Method:

Email  Mail

Preferred Method of Payment:



**Lesser Slave River**

- Monthly Invoice
- Online Payment
- Pre-authorized Payment

Accounts Payable Contact (if different):

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Section 3: Service Details**

**Purpose of Water Use:**

- Manufacturing
- Construction
- Commercial Operations
- Residential Use
- Commercial Agriculture

**Type of utility needed:**

- Water Utility
- Wastewater Utility
- BOTH

Requested Start Date for Service: \_\_\_\_\_

Service-Physical Location Address    (if different from billing):

\_\_\_\_\_

\_\_\_\_\_

**Section 4: Equipment & Access**

Do you have existing infrastructure (connection to MDLSR lines) for utilities services?

- Yes
- No

If yes, please describe: \_\_\_\_\_

Preferred Water Access Point (if applicable):

- Wastewater N/A
- Registered Water Meter
- Bulk Water Station
- ~~Marten Beach Remote Bulk Water Station~~
- ~~Flatbush~~
- Potable Water
- Raw Water

**Section 5: Terms and Conditions**

By submitting this application, the customer agrees to the following terms:

1. Registered Water Meter Requirement:  
 All private water services must have a Registered Water Meter that is in good working order. The customer is responsible for ensuring the meter is installed, maintained, and accessible for inspection.
2. Compliance:



**Lesser Slave River**

The customer agrees to comply with all Mmunicipal Bylaws, Regulations, and Operational Guidelines related to utilities services.

**3. Billing and Payment:**

Water charges will be based on metered usage. Payment is due within the terms specified on the invoice. Late payments may incur penalties or service suspension. Billing rates will be based on the Fees for the Provision of Goods and Services Bylaw (as mended from time to time). All fees and deposits must be paid in full prior to Approval, based on the Fees for the Provision of Goods and Services Bylaw (as amended from time to time),

**4. ~~Access and~~ Inspection:**

The MDLSRmunicipality reserves the right to inspect water meters and private service connections at any time to ensure compliance.

**5. Accessibility:**

- The MDLSR may need property/ facility access to ensure proper compliance.
- Due to the nature of the facility the MDLSR will not be accepting the industrial, commercial or agricultural usage for the Remote Potable Bulk Water Stations at Marten Beach and Flatbush.

**6. Termination of Service:**

The municipality may terminate service for non-compliance, tampering with equipment, or failure to pay.

**7. Liability:**

The municipality is not liable for any damages resulting from service interruptions or equipment failure.

**Section 6: Authorization**

I hereby certify that the information provided is accurate and agree to the terms and conditions above.

Authorized Representative Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

- Related Documents: - Fees for the Provision of Goods and Services
- Water & Wastewater Utilities Bylaw
  - Utility Account Policy and Procedure



**Lesser Slave River**

**TITLE:** UTILITY ACCOUNTS PROCEDURE  
05.01

**PROCEDURE NO:** WAT-41-

**RESOLUTION:**  
2025

**EFFECTIVE DATE:** JUNE 25,

**DEPARTMENT RESPONSIBLE:** UTILITIES

**NEXT REVIEW DATE:**

**GENERAL GUIDELINES:**

The basis of this procedure is to outline the responsibilities for establishing and managing utilities accounts, to ensure consistent service, regulatory compliance, and efficient billing.

**DEFINITIONS:**

**“ACCOUNT”** means an account established in the Consumer’s name and which includes the information collected and stored and used for the provision of and billing of Utility service charges, and which becomes part of the agreement between the Consumer and the MDLSR for the provision of water and/or Wastewater services.

**“APPLICATION”** means the application made to the MDLSR by a Consumer for the supply of Utility services.

**“BULK WATER STATION”** means a location where the public can purchase large volumes of water.

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**“MDLSR”** The Municipal District of Lesser Slave River.

**“METER”** means any device sold, supplied, used, or authorized by the MDLSR for the purpose of measuring the volume of water consumed on a Property including wiring and all remote reading equipment.

**“PRIVATE SERVICE” or “PRIVATE SERVICE PIPE”** means that portion of pipes constructed by an Owner and used or intended to be used for the supply of water or the collection of Wastewater, as the context may require, in the case of a water service, extending from the Service Valve to the Meter; in the case of a Gravity Sewer service, extending from the Property line to the Main Clean-Out; and in the case of a Low-Pressure Sewer, extending from the Service Valve to the Main Clean-Out.



## Lesser Slave River

**"RECREATIONAL/SEASONAL"** means usage is typically intermittent, meaning it's only used for a portion of the year and may not be needed or available during other times.

**"REMOTE BULK WATER STATION"** The stations operate remotely, meaning they can be controlled and monitored from a central location, allowing for greater efficiency. Bulk water is hauled to these remote stations via water truck.

**"RESIDENTIAL"** means the designation or classification of land or property primarily for a Dwelling unit and living purposes, excluding commercial or industrial activities.

### PROCEDURE:

#### Receive Application

1. Accept completed Utility Account Application Form via email, mail, or in person.
  - a) Verify that all required fields are filled out, including:
2. Customer and billing information
3. All utility accounts must be registered under the owner
  - Purpose of water use
  - Equipment and access details
  - Signed authorization

#### 4. Review Application

Confirm customer type and intended utility use are eligible.

- a) Check for completeness and clarity of:
  - Contact details
  - Service location
  - Infrastructure and access point preferences

#### 5. Verify Infrastructure

Determine if the customer requires a metered Water connection.

- a) If "Yes":
  - Schedule a time for the Customer to come to the MDLSR Office and purchase an Approved Water Meter and accessories for installation.
6. Ensure the meter is accessible and in good working order.
  - b) If "No":
7. Confirm alternative access method (Bulk Water Station).

#### 4. Approve and Set Up Account

8. Ensure customer has paid all fees and deposits in full prior to approval, per the Fees for the Provision of Goods and Services Bylaw (as amended from time to time).
  - a) Enter customer details into the billing system.
  - b) Assign account number and link to appropriate billing method (email or mail).
9. Confirm the start date and service location.
- c) Notify customer of account approval and service activation.

#### 5. Monitor and Maintain

- a) Ensure regular meter readings are recorded.
10. Monitor compliance with municipal bylaws and operational guidelines.
  - b) Schedule periodic inspections of meters and access points.



**Lesser Slave River**

**6. Billing and Payment**

- a) Generate invoices based on metered usage.
- b) Send invoices according to the customer’s preferred method.
- c) Track payments and apply penalties for late payments as per policy.
- d) Billing rates will be based on the Provision of Fees Bylaw as amended from time to time.

**7. Handle Non-Compliance**

- 11.** Investigate reports of tampering, unauthorized use, or nonpayment.
  - a) Issue warnings or notices as needed.
  - b) Suspend or terminate service if violations persist.

**8. Recordkeeping**

- 12.** All applications, approvals, and service records must be securely stored and accessible for audit or review.
  - a) Maintain digital and/or physical records for audit and review purposes.

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Barry Kolenosky – Chief Administrative Officer

Date

**RELATED DOCUMENTS:**

- 2025-09 Bylaw - Fees for the Provision of Goods & Services Bylaw
- 2025-03 Bylaw – Water and Wastewater Utilities Bylaw
- Utility Accounts Policy
- Utility Account Application



## **Lesser Slave River**

**TITLE:** CARDLOCK DEPOSIT FOR CARDLOCK WATER SYSTEMS

**EFFECTIVE DATE:** October 27, 2010

**POLICY NUMBER:** WAT-41-01 (Supersedes F.5)

**STATEMENT:**

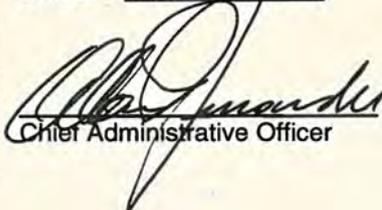
The purpose of this policy is to establish a cardlock deposit for the non-pilot Cardlock water systems to minimize the potential financial loss for the Municipal District in the event the customer defaults on payment for the utility service

**POLICY:**

1. Establish a cardlock deposit of \$100 for Cardlock water system customers
2. Existing customers who do not have an existing key deposit with the Municipal District at the time the new Cardlock system is to be put into operations, be exempt from paying the cardlock deposit
3. All existing customers that have an existing key deposit with the Municipal District at the time the new Cardlock system is put into operations, the key deposit be deemed the cardlock deposit and that the customer be exempt from paying an additional deposit fee
4. All new customers pay a \$100 cardlock deposit for connecting to the Cardlock water system
5. If any Cardlock water system customer defaults on payment of their monthly utility account, the cardlock deposit (if one has been paid) shall be applied to the outstanding utility account balance and the service will be disconnected if a balance remains outstanding
6. The outstanding utility account balance, the reconnection fee of \$100, and a cardlock deposit of \$100 be paid prior to reconnection
7. Beyond the establishment of a cardlock deposit, provisions of the Utility Bylaw 2007-02 shall apply

**MOTION:** 323-10

**DATE:** October 27, 2010

  
Chief Administrative Officer

  
Reeve



## Lesser Slave River

<b>Title:</b>	<b>POTABLE WATER METER INVOICING POLICY</b>
<b>Policy Number:</b>	<b>WAT-41-02</b>
<b>Effective Date:</b>	<b>2022-11-01</b>
<b>Resolution:</b>	<b>343-22</b>
<b>Department Responsible:</b>	Utilities
<b>Supersedes Policy No:</b>	F7
<b>Next Review Date:</b>	<b>November 2026</b>

### **POLICY STATEMENT:**

The purpose of this policy is to establish a system of metering water usage and applying charges to the account holder within the Municipal District of Lesser Slave River.

### **DEFINITIONS:**

**MDLSR** means the Municipal District of Lesser Slave River.

**Schedule of Fees Bylaw** means **Bylaw 2022-08** outlining the amounts the Municipal District of Lesser Slave River may charge for the supply of information, goods, and services.

**Water and Sewer Installation Application** means the application submitted to Administration, in which constitutes an agreement to receive metered water from MDLSR.

**Authorization Agreement to Bill Tenant** means an agreement submitted to Administration which is an agreement between the property owner and the tenant to receive metered water from the MDLSR.

**Property owner** means any person shown as the owner of the land on the last equalized assessment roll.

**Tenant** means a person who occupies land or property rented from a landlord.

### **PRINCIPLE:**

1. All water acquired from the MDLSR must pass through an approved water meter except in special cases when approved by the Director of Utilities in writing.
2. The MDLSR will provide water meters to all residential, institutional, commercial, and industrial water users obtaining water through the MDLSR's metered water system.

3. Property owners are responsible for the costs of water meters and accessories for each property as per "Schedule of Fee Bylaw 2022-08 "Schedule B".
4. Each property (business, residence or recreational) must have their own meter. Sub-service from a metered line is not permitted.
5. Water service lines may not be extended to serve another building of a separate titled lot.
6. All water meters shall be in an accessible location. There shall be no obstruction or storage of other materials preventing access to the meter. For meters smaller than one inch, a minimum of two feet of working clearance around the meter is necessary for routine maintenance. For meters one inch or larger, a minimum of three feet of working clearance around the meter is necessary for maintenance.
7. Each customer, at the request of the MD Administration, shall arrange access to the meter device(s) at the customer's location within two (2) weeks from date of Administration's first request. Water service will be disconnected until access has been granted.
8. The property owner will be responsible for the cost of replacement meters or parts caused by damage such as freezing, or damages done to the meter during home renovations.
9. All users will be required to submit a Water and Sewer Installation Application and enter into an agreement with the MDLSR to receive metered water.
10. All utility accounts must be in the name of the property owner as per Council's motion to approval date of this policy.
11. In reference to utility accounts that are in the name of the tenant, the property owner will be responsible for the payment of the amount of water used by themselves or their tenants.
12. The property owner and tenant must fill out an Authorization Agreement to Bill Tenant form. Under the terms of this agreement, if the tenant fails to pay, the property owner remains responsible for any unpaid amounts.
13. It is the responsibility of the property owner and the tenant to ensure that the Authorization of Agreement to Bill Tenant form is filled out correctly and submitted to the MDLSR. Missing or incomplete forms will not be pursued by Administration and the tenant account will not be established until both forms are properly completed and returned.
14. All invoices will be paid within 30 days of billing. If not paid within 30 days outstanding amounts will be subject to interest as per "Schedule of Fee Bylaw 2022-08 "Schedule B".
15. Failure to pay the utility invoice within 60 days of billing will result in the disconnection of the water service until the water invoice is paid in full.
16. Any outstanding balance may be applied against the properties tax account.
17. Service reconnection fee is as stated in "Schedule of Fee Bylaw 2022-08 "Schedule B".

18. Administration has the right to refuse or suspend water services to any customer who is not adhering to the Water Meter Invoicing Policy.



Chief Administrative Officer

11/23/22  
Date



Reeve

11/23/22  
Date

- RELATED DOCUMENTS:**
- Schedule of Fee Bylaw 2022-08
  - Water and Sewer Installation Application
  - Authorization Agreement to Bill Tenant



**Lesser Slave River**

<b>Title:</b>	<b>BULK WATER USAGE POLICY</b>
<b>Policy Number:</b>	<b>WAT-41-03</b>
<b>Effective Date:</b>	<b>2022-11-01</b>
<b>Resolution:</b>	<b>344-22</b>
<b>Department Responsible:</b>	Utilities
<b>Supersedes Policy No:</b>	<b>F8</b>
<b>Next Review Date:</b>	<b>November 2026</b>

**POLICY STATEMENT:**

The purpose of this policy is to establish a system of metering bulk water usage and applying usage charges to account holders.

**DEFINITIONS:**

**MDLSR** means the Municipal District of Lesser Slave River.

**Schedule of Fees Bylaw** means Bylaw 2022-08 outlining the amounts the Municipal District of Lesser Slave River may charge for the supply of information, goods, and services.

**Bulk Water Station** means a MDLSR owned potable water facility, where a person can purchase bulk water for commercial or residential use.

**Bulk Water Application** means the application provided by and submitted to Municipal District of Lesser Slave River Administration, which constitutes an agreement to receive water from Municipal Bulk Water Stations within the MD of Lesser Slave River.

**Account Holder** means the person who has signed into the Bulk Water Application with the MDLSR and that is responsible for payment of the charges billed for the services consumed.

**PRINCIPLE:**

1. MDLSR will provide potable metered water via Bulk Water Stations to the ratepayers and non-ratepayers of the M.D. of Lesser Slave River and surrounding districts.
2. All users will be required to complete and submit a Bulk Water Application prior to receiving water from any MD owned Bulk water station.

- 3. The water rates are in accordance with the Schedule of Fees Bylaw 2022-08 "Schedule B".
- 4. The MDLSR reserves the right to enforce a daily water limit if required to any or all customers.
- 5. All water containers must be free of all contamination and used for the sole purpose of water hauling.
- 6. Activities at the municipal Bulk Water Stations must be in compliance with the municipal regulatory requirements. As a result, this policy establishes control over access to the facilities.
- 7. The account holder will be responsible for the payment of the amount of water invoiced to their account.
- 8. Account holders will be invoiced monthly for their water usage.
- 9. All invoices will be paid within 30 days of billing. If not paid within 30 days outstanding amounts will be subject to interest as per "Schedule of Fee Bylaw 2022-08 "Schedule B".
- 10. Failure to pay the invoice within 60 days of billing due date will result in the suspension of the water service until the water invoice has been paid in full.



Chief Administrative Officer

11/23/22  
Date



Reeve

11/23/22  
Date

**RELATED DOCUMENTS:**      Schedule of Fees mean Bylaw 2022-08  
   Bulk Water Application



**Lesser Slave River**

## Request for Decision

Title:	<b>Council Meeting Dates</b>
Date:	June 25, 2025
Presented By:	Sandra Rendle
Attachments:	None.

Proposed Motion	<p><i>Move that Council set July 9, 2025, August 13, 2025, and August 27, 2025, as Regular Meeting of Council dates.</i></p> <p><i>Move that Council set July 10, 2025, and August 14, 2025, as Committee of the Whole Meeting dates.</i></p>
Administration's Recommendation(s)	As proposed.

**BACKGROUND:**

At the 2024 Organizational Meeting, Council approved the 2025 Council Meeting Calendar, with the exception of the July and August dates, which were intentionally left blank to allow for greater flexibility in accommodating Council's summer schedules. Administration is now bringing forward proposed dates for both Regular and Committee of the Whole Meetings during these months.

**ALTERNATIVE OPTIONS:**

Approve the proposed meeting dates as presented.

Set alternative dates based on Council availability.

**BENEFIT/RISKS:**

There are no identified risks associated with the proposed dates.

**STRATEGIC ALIGNMENT:**

This recommendation aligns with Section 193(1) of the Municipal Government Act, which states:

*"A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places".*

Setting these dates ensures legislative compliance and supports transparent and effective governance.

**FINANCIAL IMPLICATION:**

Nothing extra, normal Council remuneration rates apply.

There are no additional costs associated with setting these meeting dates. Standard Council remuneration rates will apply.

**OTHER CONSIDERATIONS:**

None at this time.

**COMMUNICATION STRATEGY:**

Once approved, the confirmed meeting dates will be published on the MD's website and included in regular public communication channels.

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



**Lesser Slave River**

**Request for Decision**

Title:	<b>Re-numbering of Investment Policy and Procedure</b>
Date:	June 25, 2025
Presented By:	Sandra Rendle
Attachments:	Investment Policy and related Procedure

Proposed Motion	<i>Move that Council adopt the re-numbering of the Investment Policy from ADM-12-28 to ADM-12-33, as presented.</i>  <i>Move that Council accept the re-numbering of the Investment Procedure from ADM-12-28.01 to ADM-12-33.01, as presented.</i>
Administration's Recommendation(s)	As proposed.

**BACKGROUND:**

During a recent review of administrative policies, it was identified that Policy ADM-12-28 was inadvertently assigned to two separate documents: the Investment Policy and the Budget Development Policy.

To address this issue, Administration recommends re-numbering the Investment Policy to ADM-12-33 and the associated Investment Procedure to ADM-12-33.01. The content of the policy and procedure remains unchanged.

In addition, Administration will be implementing a new internal procedure for policy and procedure numbering to prevent similar errors in the future and to ensure consistency and accuracy across documents.

**ALTERNATIVE OPTIONS:**

As proposed.

Request amendments to the proposed numbering.

Defer the decision pending further discussion.

**BENEFIT/RISKS:**

**Benefits:**

Clarifies and corrects duplication in policy numbering.

Enhances consistency in corporate documentation.

Supports transparency and accuracy in administrative practices.

**Risks:**

No risks identified with the proposed change.

**STRATEGIC ALIGNMENT:**

Ensuring policies are clearly numbered and well-organized supports good governance and informed decision-making.

**FINANCIAL IMPLICATION:**

There are no financial implications associated with this decision.

**OTHER CONSIDERATIONS:**

The proposed numbering change will be reflected in all administrative records and communicated to relevant departments and staff.

**COMMUNICATION STRATEGY:**

Once approved, the updated policy and procedure numbers will be posted on the internal and shared with all departments to ensure consistency in reference and application. The updated policy and procedure will also be updated on the MD website.

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



MD of LESSER SLAVE RIVER

# Policy

<b>POLICY TITLE: INVESTMENT POLICY</b>	<b>POLICY NO.: ADM-12-33</b>
<b>RESOLUTION: 494-24</b>	<b>EFFECTIVE DATE: 2024-10-09</b>
<b>DEPARTMENT RESPONSIBLE: Shared Services and Finance</b>	<b>NEXT REVIEW DATE: 2027-10-09</b>

**POLICY STATEMENT:**

To prudently invest the Municipal District of Lesser Slave River No. 124's (MDLSR) public funds to maximize returns, with minimal risk to meet the (MDLSR) cash flow requirements and to establish guidelines for the management of the short- and long-term portfolios. All investments made must comply with this policy, the *Municipal Government Act* and its Regulations, and any other applicable legislative requirements. To provide good financial management that aligns with the MDLSR's Strategic Plans and cash flow management.

**DEFINITIONS:**

**Act** means the Municipal Government Act

**Chief Administrative Officer (CAO)** means the Chief Administrative Officer of the Municipal District of Lesser Slave River No.124

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

**DBRS** means a credit rating that indicates the risk that a borrower will not fulfill its obligations in a timely manner, with respect to both interest and principal commitments.

**Intermediate Term Investments** means financial investments that are held for future operating and capital and are not regular operating expenditures for over one (1) year.

**Investment** means the action or process of investing money for profit.

**Long Term Investments** means financial investments that are held for future operating and capital and are not required for regular operating expenditures for over three (3) years.

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

**Short Term Investments** means financial investments that are to be held for a short period of time to meet the projected cash flow requirements of operating expenses and capital purchases for up to one (1) year.

**S&P** means Standard & Poor's – AAA rating for Government of Canada bonds.

## MD of LESSER SLAVE RIVER Policy

### PRINCIPLE:

1. In accordance with the *Municipal Government Act*, the authority to approve policy lies with Council.

Section **250(1)** of the *Municipal Government Act* provides direction on Authorized Investments. In this section, “securities” includes bonds, debentures, trust certificates, guaranteed investment certificates or receipts, certificates of deposit, deposit receipts, bills, notes and mortgages of real estate or leaseholds and rights or interests in respect of a security.

**(2)** A municipality may only invest its money in the following:

- (a) securities issued or guaranteed by
  - (i) the Crown in right of Canada or an agent of the Crown,

or

- (ii) the Crown in right of a province or territory or an agent of a province or territory;

- (b) securities of a municipality, a school division, an approved hospital under the *Hospitals Act*, a provincial health agency or a regional health authority under the *Provincial Health Agencies Act* or a regional services commission in Alberta;

- (c) securities that are issued or guaranteed by a bank, treasury branch, credit union or trust corporation;

- (d) units in pooled funds of all or any of the investments described in clauses (a) to (c);

- (e) shares of a corporation incorporated or continued under the *Canada Business Corporations Act* (Canada) or incorporated, continued or registered under the *Business Corporations Act* if the investment is approved by the Minister.

**(2.1)** Subsection (2) does not apply to a municipality’s investment in a controlled corporation.

**(3)** The approval of the Minister under subsection (2)(e) may contain conditions.

**(4)** In addition to the investments referred to in subsection (2), the Minister may by regulation allow one or more municipalities to invest their money in other investments described in the regulation.

**(5)** Nothing in this section prevents a municipality from acquiring a share or membership in a non-profit organization.



Lesser Slave River

## MD of LESSER SLAVE RIVER Policy

### 1. PORTFOLIO OBJECTIVES:

#### Short-Term Portfolio

This portfolio shall be defined as funds necessary to meet the projected cash flow requirements of operating expenses and capital purchase for up to one (1) year.

The portfolio will be invested in short term, cash equivalent investments guaranteed by the Government of Canada, any province or Canadian Chartered Bank.

(a) **Preservation of Capital**

The primary objective of this policy is to ensure the financial safety and stability of principal.

(b) **Liquidity**

A key objective of the short-term portfolio is to maintain a high level of liquidity to effectively meet the cash flow requirements of the MDLSR.

(c) **Rate of Return**

The short-term portfolio will be effectively managed to provide an optimal rate of return on investment.

#### Intermediate-Term Portfolio

This portfolio is longer term, up to three (3) years, in nature and the funds invested will be required for future long-term capital and operating projects. These investments will not be required for regular operating expenditures.

The portfolio will be invested in cash equivalents and bond investments that are guaranteed by the Government of Canada, any province or Canadian Chartered Bank. The bond portion of the portfolio will be laddered to stabilize income flows and reduce investment risk.

(a) **Preservation of Capital**

The primary objective of this policy is to ensure the financial safety and stability of principal.

(b) **Rate of Return**

The long-term portfolio will be effectively managed to provide an optimal rate of return on investments. To ensure sufficient returns, the rate of return on this portfolio will be measured against the Government of Canada marketable bond yield.



Lesser Slave River

## MD of LESSER SLAVE RIVER Policy

### Long-Term Portfolio

This portfolio is longer term in nature, over three (3) years and the funds invested will be required for future long-term capital and operating projects. These investments will not be required for regular operating expenditures.

The portfolio will be invested in cash equivalents and bond investments that are guaranteed by the Government of Canada, any province or Canadian Chartered Bank. The bond portion of the portfolio will be laddered to stabilize income flows and reduce investment risk.

#### (a) Preservation of Capital

The primary objective of this policy is to ensure the financial safety and stability of principal.

#### (b) Rate of Return

The long-term portfolio will be effectively managed to provide an optimal rate of return on investments. To ensure sufficient returns, the rate of return on this portfolio will be measured against the Government of Canada marketable bond yield.

### 2. Authority

Authority to manage the MDLSR's investment program is derived from the CAO Bylaw 2020-12 Section 5.1. The CAO must ensure that all powers, duties and functions are performed in accordance with Section 208 of the Act and any other enactment. The Chief Administrative Officer is ultimately responsible and accountable for the control, management, and administration of the MDLSR's investments in accordance with the investment policy approved by Council. The Chief Administrative Officer may delegate this responsibility.

### 3. Responsibilities of the Chief Administrative Officer or Designated Officer

The Chief Administrative Officer or designated officer shall establish appropriate guidelines, procedures and internal controls:

- To ensure the achievement of the objectives identified within this policy
- For authorizing officers, employees and persons to engage in investment activities
- For purchasing and selling investments
- For the accounting and reporting of investment activities



Lesser Slave River

## MD of LESSER SLAVE RIVER Policy

### 4. Authorized Investments

Investments shall be restricted to those outlined in Schedules 1, 2 and 3  
**Schedule 1 – Schedule of Approved Investments - Short Term Portfolio**

Short Term Portfolio	Maximum Amount*	Minimum Credit Rating (DBRS, S&P)	Maximum Term of Maturity
Government - Federal	100%	R-1 (Low), A-1	1 Year
Government – Provincial (Alberta)	100%	R-1 (Low), A-1	1 Year
Government – Provincial (Other)	100%	R-1 (Low), A-1	1 Year
Chartered Banks	50%	R-1 (Low), A-1	1 Year

\*Per Issuer. Based on total short-term portfolio at the time of booking the investment.

#### Approved Short-Term Investments:

- Bankers Acceptances
- Guaranteed Investment Certificates
- Term Deposits
- Treasury Bills
- Money Market Fund Meeting MGA 250 criteria

#### Schedule 2 – Schedule of Approved Investments – Intermediate-Term Portfolio

Intermediate-Term Portfolio	Maximum Amount*	Minimum Credit Rating (DBRS, S&P)	Maximum Term of Maturity
Government - Federal	100%	A (Low), A-	3 Years
Government – Provincial (Alberta)	100%	A (Low), A-	3 Years



Lesser Slave River

## MD of LESSER SLAVE RIVER Policy

Government – Provincial (Other)	50%	A (Low), A-	3 Years
Chartered Banks	40%	A (Low), A-	3 Years

\*Per Issuer. Based on total Intermediate-term portfolio at the time of booking the investment.

### Approved Intermediate-Term Investments:

- Federal Government Bonds
- Alberta Government Bonds
- Crown Corporation Bonds
- Other Province Bonds
- Non-redeemable Guaranteed Investment Certificate
- Bond Market Funds Meeting MGA 250 Criteria

### Schedule 3 – Schedule of Approved Investments - Long Term Portfolio

Long Term Portfolio	Maximum Amount*	Minimum Credit Rating (DBRS, S&P)	Maximum Term of Maturity
Government - Federal	100%	A (Low), A-	15 Years
Government – Provincial (Alberta)	100%	A (Low), A-	15 Years
Government – Provincial (Other)	50%	A (Low), A-	15 Years
Chartered Banks	40%	A (Low), A-	15 Years

\*Per Issuer. Based on total long-term portfolio at the time of booking the investment.

### Approved Long-Term Investments:

- Federal Government Bonds
- Alberta Government Bonds
- Crown Corporation Bonds
- Other Province Bonds



Lesser Slave River

**MD of LESSER SLAVE RIVER Policy**



- Non-redeemable Guaranteed Investment Certificate
- Bond Market Funds Meeting MGA 250 Criteria

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Date

**RELATED DOCUMENTS:** Chief Administrative Officer Bylaw 2020-12  
Investment Procedure ADM-12-28.01

<p><b>SPECIAL NOTES/CROSS-REFERENCE:</b> N/A</p> <p><b>AMENDMENT DATE:</b> N/A</p>
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**Lesser Slave River**

MD of LESSER SLAVE RIVER

# Procedure



<b>PROCEDURE TITLE: INVESTMENT PROCEDURE</b>	<b>PROCEDURE NO.: ADM-12-33.01</b>
<b>RESOLUTION: 495-24</b>	<b>EFFECTIVE DATE: 2024-10-09</b>
<b>DEPARTMENT RESPONSIBLE: Shared Services &amp; Finance</b>	<b>NEXT REVIEW DATE: 2027-10-09</b>

**GENERAL GUIDELINES:**

To effectively manage the Municipal District of Lesser Slave Rivers #124's (MDLSR) investment portfolio, the following shall be implemented by administration to ensure compliance with the Municipal Government Act (MGA) Section 250 and safeguarding the MDLSR's assets (capital).

**DEFINITIONS:**

**DBRS** is a credit rating that indicates the risk that a borrower will not fulfill its obligations in a timely manner, with respect to both interest and principal commitments.

**Intermediate Term Investments** means financial investments that are held for future operating and capital and are not regular operating expenditures for over one (1) year.

**Investment** means the action or process of investing money for profit.

**Long Term Investments** means financial investments that are held for future operating and capital and are not required for regular operating expenditures for over three (3) years.

**Short Term Investments** means financial investments that are to be held for a short period of time to meet the projected cash flow requirements of operating expenses and capital purchases for up to one (1) year.

**S&P** means Standard & Poor's – AAA rating for Government of Canada bonds.

**PROCEDURE:**

1. The Chief Administrative Officer (CAO) or designated officer may purchase or sell investments in any of the securities authorized in the Investment Policy with the authorization listed below.
2. The CAO or designated officer may not make an investment referred to in Section 250(2)(e) of the MGA nor apply for Ministerial Approval to make such an investment without approval of Council.
3. The CAO or designated officer shall ensure that:
  - The method of procurement achieves and maximizes the objectives of this policy. Investment activities may be undertaken utilizing internal resources or external (contract)

## MD of LESSER SLAVE RIVER Procedure

resources or a combination of internal and external resources. The utilization of external resources (or outsourcing) can be recommended by Council or the Chief Administrative Officer or his appointed delegate but must be approved by Council

- All investment certificates issued to the MDLSR are in the name of or held in the name of MDLSR.
  - Negotiable securities are held in one of two ways:
    - a. *In safekeeping compartment with the MDLSR's banker.*
    - b. *Held by a third-party custodian in the name of the MDLSR and evidenced by safekeeping receipts and monthly statements*
  - *Non-negotiable investment certificates are maintained in an appropriate investment file at the MDLSR's Administration office.*
4. Investments shall be made with judgement and care under circumstances then prevailing. All reasonable steps shall be taken to ensure that the management of the MDLSR's investment portfolio is in accordance with the Investment policy. Officers, employees, and persons involved in investment activities shall exercise the degree of care, diligence, skill and prudence that a reasonable person would exercise in the administration of his/her own affairs and in doing so shall attempt to maximize the investment earnings of the portfolio within the parameters of the objectives established by the Investment Policy.
  5. Officers, employees, and persons involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of their responsibilities, or which could impair their ability to make impartial investment decisions. Officers and employees shall disclose to the Chief Administrative Officer any material interests in financial institutions that conduct business with the MDLSR, and they shall subordinate their personal investment transactions to those of the MDLSR particularly regarding the timing of purchases and sales.
  6. The CAO or designated officer will report to Council annually on the investment activities undertaken by the MDLSR which will include the following information:
    - Total assets within the investment portfolio
    - Special holdings within the investment portfolio
    - Effective rate of return on the investment portfolio
    - Evaluation of portfolio performance
  7. Investments in the portfolio will ensure preservation of capital and adhere to the following credit quality restrictions:



Lesser Slave River

MD of LESSER SLAVE RIVER Procedure



**Short Term Portfolio:**

<u>Debt Rating Category (DBRS, S&amp;P)</u>	<u>Minimum Portfolio Allocation</u>	<u>Maximum Portfolio Allocation</u>
R-1 (Low), A-1, or higher	100%	100%

**Intermediate-Term Portfolio:**

<u>Debt Rating Category (DBRS, S&amp;P)</u>	<u>Minimum Portfolio Allocation</u>	<u>Maximum Portfolio Allocation</u>
A(Low), A-	0%	75%
AA (Low), AA-, or higher	25%	100%

**Long Term Portfolio:**

<u>Debt Rating Category (DBRS, S&amp;P)</u>	<u>Minimum Portfolio Allocation</u>	<u>Maximum Portfolio Allocation</u>
A(Low), A-	0%	75%
AA (Low), AA-, or higher	25%	100%

**Percentages based on book value of portfolio at time of purchase.**

8. Short Term investments do not require the authorization of Council but are required to meet the projected cash flow requirements for operating and capital expenditures for up to one year and may be invested in the same vehicles as identified above.
9. Intermediate- and Long-term investments require the authorization of Council and may be invested in the same vehicles as identified above.
10. The MDLSR investment policy shall be reviewed as required; and any proposed modifications must be approved by Council.
11. Any Intermediate- or Long-Term Investment that need to be cashed in prior to the maturity date will need the approval of Council. The authorization must be signed by two individuals, one of whom shall be the CAO, or the Director, Shared Services and Finance if the CAO is absent, and the second whom shall be the Council Reeve or the Deputy Reeve in his/her absence.



Lesser Slave River



MD of LESSER SLAVE RIVER Procedure

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Barry Kolenosky – Chief Administrative Officer

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Date

**SPECIAL NOTES/CROSS-REFERENCE:** Click or tap here to enter text.  
**AMENDMENT DATE:** Click or tap to enter a date.



Lesser Slave River



**Lesser Slave River**

**Request for Decision**

Title:	<b>Reimbursement of development fee (\$300) for Community Use in Commercial District</b>
Date:	6/25/2025
Presented By:	Ann Holden
Attachments:	Proposal to Establish a Community Fridge and Pantry in the Town of Smith

Proposed Motion	<i>Move that Council direct administration to instruct the applicant, Melinda Miranda, to make an application to FCSS/CAB to re-imburse the development permit fee of \$300 for Development Permit 25-D-034 for 5221HW; 1; 3 in the hamlet of Smith.</i>
Administration's Recommendation(s)	As proposed

**BACKGROUND:**

An application for a Development Permit for **Accessory Building (12'X 12') to Community Uses (Community Frige and Patry)** has was approved by the Municipal Planning Commission on June 17, 2025. This is a not-for-profit project that is attempting to address food insecurity, food waste and bring compassion to the community. It would act as a "take what you need, leave what you can" principle.

**ALTERNATIVE OPTIONS:**

- Reimburse the fee

**BENEFIT/RISKS:**

Benefit: Reduce food waste, bring opportunities for residents of Smith to secure food and strengthen community spirit.

Risk: Liability when using the pantry. The applicant has secured insurance for this purpose and will supply that policy to the MD upon completion of the development permit.

**STRATEGIC ALIGNMENT:**

The proposal is a "community use" in the land use bylaw, which is a discretionary use. The FCSS/CAB funds are aimed at helping community projects like this.

**FINANCIAL IMPLICATION:**

If the applicant applies for FCSS/CAB funding, there is no financial implication for the MD. Otherwise, the financial implications to approving the re-imbusement of this fee is \$300.

**COMMUNICATION STRATEGY:**

Regular communication used for discretionary development permit applications will be followed.

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Prepared By: Elizabeth Krumes, Admin Asst for Planning & Development  
 Reviewed By: Ann Holden, Planning & Development Officer  
 Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River  
Planning & Development

DEVELOPMENT PERMIT APPLICATION – HOME OCCUPATION/USES

I/We hereby make application under provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application.

Application No. 25-D-034  
Form Received: June 4/25

APPLICANT NAME:	
POSTAL ADDRESS:	POSTAL CODE:
EMAIL ADDRESS:	PHONE NUMBER:
REGISTERED LANDOWNER NAME: <small>complete if different from applicant</small>	
POSTAL ADDRESS:	POSTAL CODE:
EMAIL ADDRESS:	PHONE NUMBER:

LAND LOCATION:							
NE	23	71	1	S			
Quarter	Section	Township	Range	Meridian	OR	Plan	Block Lot
PROPERTY SIZE:		ZONING:		VARIANCE REQUIRED?			
ACRES	HECTARES			YES OR NO			
How is the site being accessed?					Existing Approach?	Proposed Approach?	
Do you have an MDLSR-assigned address?					<input checked="" type="checkbox"/> Yes, Address: 602-9 STREET.	<input checked="" type="checkbox"/> No	

DESCRIBE EXISTING DEVELOPMENT ON THE PROPERTY: (Please list all buildings on site)

an old trailer but will be removed by owner

DESCRIBE THE PROPOSED DEVELOPMENT:

DESCRIBE THE PROPOSED USE: (What will the development be used for?)

The proposed 12 feet x 12 feet building will be used to house the fridge + poultry (please see attached proposal letter)

No additional buildings proposed (please check if applicable)



## Lesser Slave River Planning & Development

DEVELOPMENT APPLICATION DETAILS:					
Building Size:	144 sq' 8'	Sq. M. Sq. Ft.	Length x Width	12 x 12.	Meters Feet
Height (Grade to Peak)		Meters Feet			
Roofing Material			Siding Materials:		
Front Yard Setback to Property Line:		Meters Feet	Rear Yard Setback to Property Line:		Meters Feet
Smallest Side of Yard Setback to Property Line:		Meters Feet	Estimated Cost of Project:		
Start Date:	Aug 1/25		Estimate Complete Date:	Aug 1/26	
Is this Application for the Principal or Secondary Use on this Parcel? <i>(Please check one)</i>			<input checked="" type="radio"/> Principal	<input type="radio"/> Secondary	
Is the Development Within 800 m of a Provincial Highway? <small><i>(If yes, please apply for a roadside development permit: <a href="http://roadsideplanning.alberta.ca/">http://roadsideplanning.alberta.ca/</a>)</i></small>			<input type="radio"/> Yes	<input type="radio"/> No	
If Yes, Highway #:					
If yes, a Roadside Development Permit is required from Alberta Transportation. Provided?				<input type="radio"/> Yes	<input type="radio"/> No
Does the Subject Land Contain an Oil or Gas Facility or Pipeline?				<input type="radio"/> Yes	<input type="radio"/> No
Does the Subject Land Contain a Water Body or River?				<input type="radio"/> Yes	<input type="radio"/> No
If yes, Name:					
Is the Development Near Slopes of 15% or Greater?				<input type="radio"/> Yes	<input type="radio"/> No
Type of Sewage System: <small><i>(septic field, holding tank, open discharge, lagoon, municipal servicing)</i></small>					
Building Plans: Attach building plans for the development					
The Municipal District of Lesser Slave River does not issue Building Permits. Which Safety Codes Agency would you like to use?					
<input type="checkbox"/> Superior Safety Codes Inc.			<input type="checkbox"/> The Inspections Group Inc.		
Notification of your application will be sent by e-mail. Please indicate if you require a paper copy of your permit.					
				<input type="checkbox"/> Yes	<input type="checkbox"/> No

### Business Info

Name of Business:					
Type of Business:					
Number of full-time, part-time, casual, and seasonal employees <i>(do not include people living in the dwelling on site)</i>					
0-3	3-6	7-10	10+	<i>(please check applicable box)</i>	

### Traffic Impact *(site plan must show location of all vehicles/equipment storage on site)*

How many parking spots are needed for the employees and the customers?					
Number of Business Visits per day:		1-4	5-8	9+	
What modes of transportation will be used to support the business (i.e. delivery trucks, company trucks, etc.?)					
Will a commercial vehicle of any kind be parked on the lot?					
				<input type="radio"/> Yes	<input type="radio"/> No

### Site Conditions:

Describe the lighting and security needs of the business.	needs power + water
If the business will generate any smell, please describe	NO
What equipment, supplies, or inventory will be kept on-site?	Fridge pantry



**Lesser Slave River**  
 Planning & Development

Will any of it be stored outside?	no
What hazards will be associated with your business (explosives, corrosives, toxins, biohazards, flammable, radioactive, etc.)?	none
Is the proposed use to be located within an existing building? (Label all buildings related to the business on the site plan. Label any outdoor storage areas for the business.)	No – New Building is proposed to be constructed
	No – Parking of Commercial vehicles only
	Yes – Existing building is identified on the Site Plan.

**Days & Hours of Operation**

Days of Operations	Open/Start	Close/End
Monday	6 am	7 pm
Tuesday	✓	✓
Wednesday	✓	✓
Thursday	✓	✓
Friday	✓	✓
Saturday	✓	✓
Sunday	✓	✓

**Other**

Will animals be any part of this business?	Yes	No
If yes, what kind and how many?		
Will water consumption increase as a result of the business operation?	Yes	No
Will the business have a public washroom on site?	Yes	No
Will sewage/manure disposal increase as a result of the business operation?	Yes	No
If Yes, how will manure be disposed of?		

**Signage**

If signage is needed, please submit a picture/sketch of the sign(s) and a site plan showing location(s).

Type of Signage	
Size of Signage (L x W)	
Total Height of Sign(s)	
Location of Sign(s)	

**Landowner Authorizations:**

- I/we give consent to allow an authorized person of the Municipal District of Lesser Slave River No. 124 to enter the land for a site inspection with respect to this Application only.
- I/we hereby certify that the above information given on this form is complete and, to the best of my/our knowledge, a true statement of the facts relating to this application.
- We understand that Personal information is collected under the authority of s. 33 (c) of the Freedom of Information and Protection of Privacy Act and will be used in the processing of land development applications and shared with outside organizations for the purpose of processing applications. If you have any questions about the collection, use or disclosure of your personal information, contact the Planning and Development Department, Municipal District of Lesser Slave River, at 780.849.4888
- I/we authorize the MD to share the notice of decision with the Alberta Safety Code Authority (ASCA) and/or your preferred safety code agency.
- I have been informed of the bylaws, policies and regulations regarding this application. I understand that this permit may be refused if the proposed development does not conform with to all the aspects of the land use bylaw.



Lesser Slave River  
Planning & Development

Signature of Landowner(s)

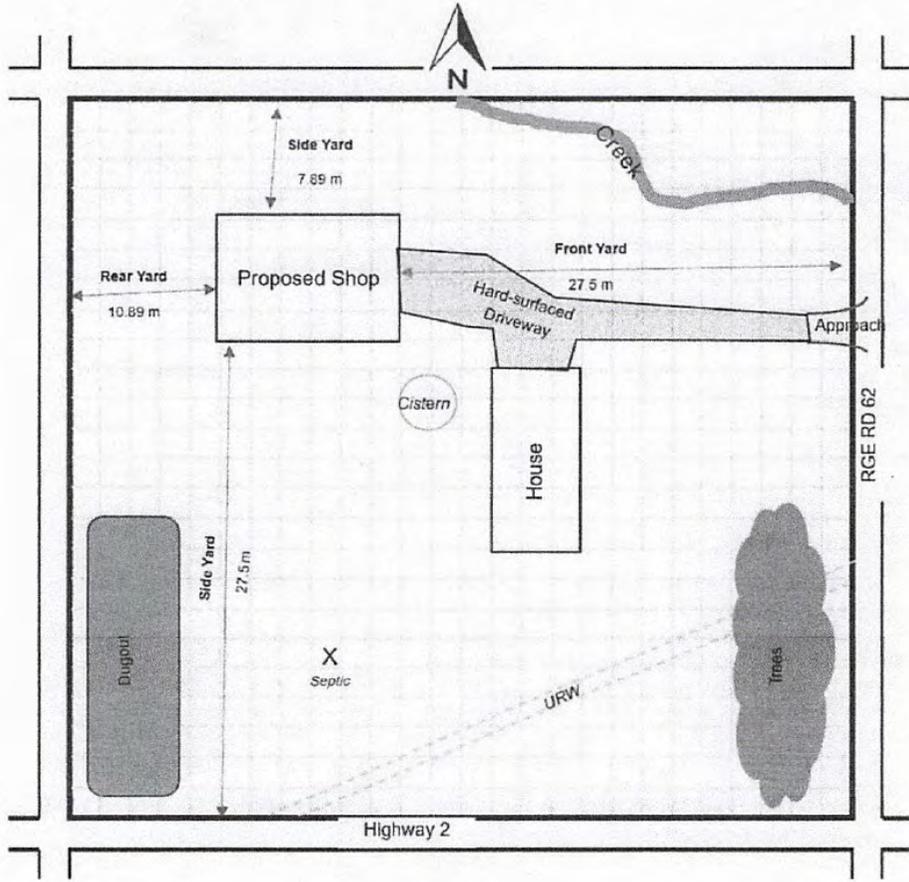
Signature of Authorized Applicant

JUNE 4 / 25  
Date

June 4, 2025  
Date

Please review the example Site Plan shown below and ensure that your site plan follows the example given.

EXAMPLE SITE PLAN



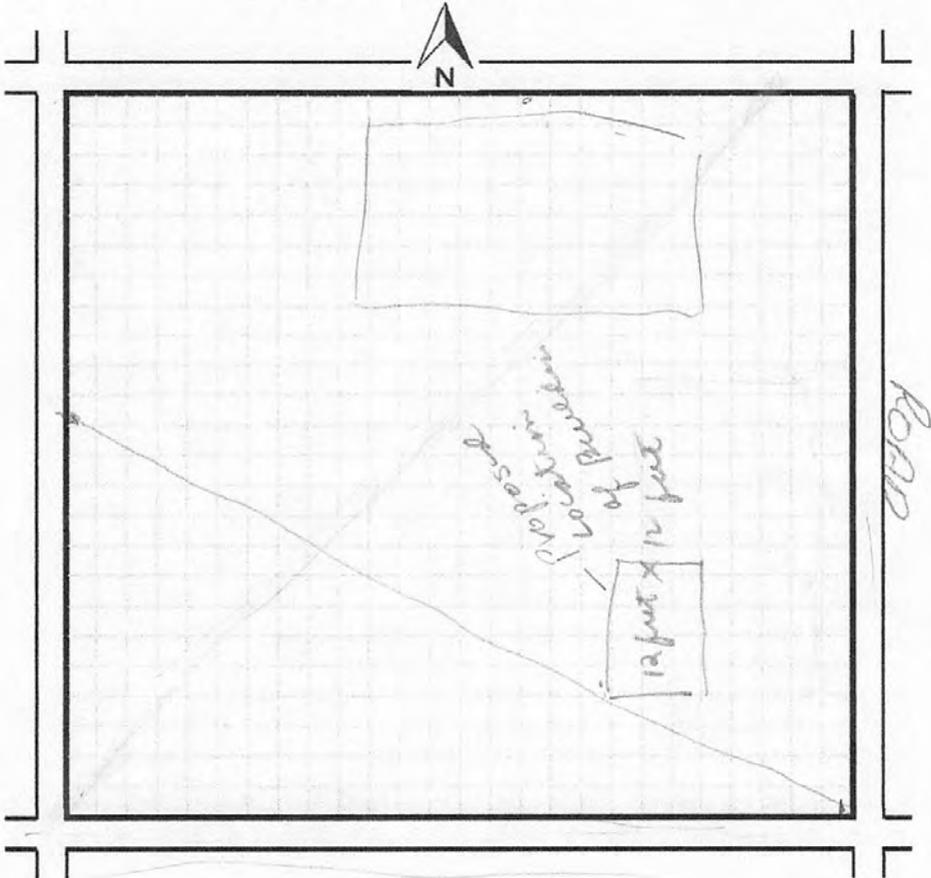


**Lesser Slave River**  
 Planning & Development

Please use the square below to represent your property. Site Plan/Survey Plan must show the following:

- Front yard setback
- Rear yard setback
- Side yard setbacks
- Locations of roads
- Access to property
- Any existing buildings
- Proposed development
- Location of easements
- Location of water & septic
- Location of hard surfacing
- Location of all waterbodies/courses

Plans showing the dimensions (height, width, and length) of the development must be included with this application. A set of blueprints can be submitted in lieu of these plans.



Legal Land Description								
Quarter	Section	Township	Range	Meridian	OR	Plan	Block	Lot
Signature of Registered Landowner						Date		

June 4, 2025

To:

Lesser Slave River

Planning & Development

Box 722, Slave Lake, Alberta, T0G2A0

Dear Members of the Town Council,

**Subject: Proposal to Establish a Community Fridge and Pantry in the Town of Smith**

I am writing to propose the creation of a community fridge and pantry within the Town of Smith to help support local residents facing food insecurity, reduce food waste, and foster a stronger, more compassionate community.

A community fridge and pantry is a grassroots initiative that provides free, 13 hours access to food and basic essentials ideal plan for operation Spring up to Fall (before winter comes). It operates on a **"take what you need, leave what you can"** principle, supported by local donations from residents, businesses, and organizations. These community-driven spaces have proven successful in many towns and cities, offering a low-barrier solution for individuals and families who may be struggling with access to food.

The proposed location would ideally be a central and accessible area which a property will be owning soon by yours truly. Volunteers from the community would maintain the pantry and fridge ensuring cleanliness and safety, and partnerships would be formed with local stores, bakeries, and farms for surplus donations.

Key Benefits Include:

Reducing hunger and food insecurity in our community

Diverting edible food from landfills

Encouraging local volunteerism and community engagement

Promoting kindness, dignity, and solidarity

I would be grateful for the opportunity to discuss this initiative further and explore how the Town of Smith can support or collaborate in making this vision a reality. I am confident that this project will have a lasting positive impact on our community.

Thank you for considering this proposal and hoping you could waived the \$300 application fee for a permit. I look forward to your response and am happy to provide more details or meet in person at your convenience.

Sincerely, 

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- Sign -

## Food Donations to Little Free Pantries

Little Free Pantries provide a location to store and distribute donated food and toiletries within a community. Below are some tips to ensure the food is safe for consumption



Source: [www.littlefreepantry.org](http://www.littlefreepantry.org)

### Donate:

- Food purchased from approved food establishments
- Non-perishable foods (do not need to be stored in the fridge)  
Consider the weather when donating canned or jarred foods. These foods may freeze in cold weather and become unsafe to eat or make a big mess.
- Foods stored in original, sealed containers with labels and in good condition

### Don't donate:

- Perishable food items
- Food without labels or in damaged packages (dented cans, bulging cans, torn packaging, cracked jars)
- Food that is contaminated by pests, chemicals or anything else
- Home-prepared foods, home-canned foods or leftovers
- Expired baby formula
- Open food or partially consumed product

For more information, visit Environmental Public Health  
[ahs.ca/eph](http://ahs.ca/eph)



## Food Donations to Little Free Pantries | 2

If you own a Little Free Pantry:

- Monitor your pantry often to ensure:
  - It's clean, with no spills, pests, animal droppings or gnawed packaging.
  - There's no rotting fruits or vegetables, or unsafe food inside.
- Call your local public health inspector if you have questions, or plan to build another pantry.

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Contact us at 1-833-476-4743 or [submit a request online at ahs.ca/eph](https://www.ahs.ca/eph).

PUB-0021-201709

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**Lesser Slave River**

**Report to Council**

Title:	Highway 2 Detour effects on the Old Smith Hwy
Date:	June 25, 2025
Presented By:	Shari Spencer, Assistant Director of Field Services
Attachments:	Voyent Alert 511 Alberta Alert Traffic Counts for East & West Mitsue

Proposed Motion:	<i>To accept the Highway 2 Detour effects on the Old Smith Hwy as information.</i>
Administrations Recommendation(s):	As proposed.

**Background**

On Friday June 13, 2025, at approximately 4:00 p.m. the Municipal District was notified of a motor vehicle accident on Highway 2 just South of the East Mitsue Intersection. A fuel truck had tipped over and was spilling fuel into a wetland, which would require a containment unit to come up from Edmonton in order to secure the scene. In the meantime, the highway would need to be closed.

The MD requested that traffic, particularly commercial traffic, not be redirected down the Old Smith Hwy as it had been raining for the last two days and it would not hold up well to the additional traffic. This messaging was given to the first responders onsite, as well as included in the Voyent alert that was posted. However, the road is still a public road and there were few options to limit the traffic on the road.

A full temporary road closure would have to be done in accordance with both the provincial Municipal Government Act (MGA) and the Traffic Safety Act (TSA). Section 22(5) of the MGA authorizes the council of a municipality to temporarily close or authorize a designated officer to temporarily close a road at any time if council considers that a construction or maintenance project may create a hazard. Section 13(1)(o) of the TSA authorizes council to, by bylaw, authorize the municipality to issue a license or permit, terminable on 30 days' notice, for the temporary use or occupation of a road when it is not required for public use. Section 13(1)(o) of the TSA is typically used in the context of block parties, street fairs, road races, sidewalk patios, or the grazing of undeveloped road allowances. In the case of an emergency, a municipality may have the authority to temporarily close a road, still by bylaw, because it is authorized to take whatever actions are necessary to eliminate an emergency (s. 551 of the MGA). However, this should still be done by mechanisms within the Municipalities Bylaws, and in strict adherence to the MGA's definition of an emergency (a situation in which there is imminent danger to public safety or of serious harm to property). In the case of the MD Bylaw #2023-04 Emergency Management Framework is the only bylaw addresses temporary road closures and it requires council's approval.

The event on Friday did not meet the parameters described above and even if it had, to effectively enforce a road closure would have required road blocks manned by RCMP or MD employees. In the past, when it is done with MD Employees, they have not been effective, someone with some kind of enforceable authority needs to man them, our staff just experience a great deal of abuse.

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## **Issues**

Despite our messaging, somehow the message that was posted on the 511 Alberta closure was not consistent, while it didn't direct traffic down a specific route, it also didn't specify that traffic shouldn't take the Old Smith Hwy. It has not been determined what the actual direction was from LaPrairie operators at the road block points. Most people used google maps or just local knowledge to use the Old Smith Hwy. Multiple social media posts from local drivers suggested using the Old Smith Hwy, and that is where most of the traffic went. There were definitely struggles with communication between multiple agencies and consistency of messaging.

The weather leading up to the event was very wet. The area received steady rainfall for much of Thursday and Friday. Prior to this the area had experienced a hot, dry spell for about a month. The road was in good condition, with fresh gravel on the west portion, calcium had been placed. There were a few sections with washboard starting to form, but the road had been graded earlier in the week. During the dry spell a lot of dust is created by traffic which then settles on the roadway. The fine particulates then combined with the rainfall and created a bit of a slimy layer that in normal conditions would not be a problem. However, with the additional concentration of traffic that was experienced between 4:00 and midnight, it deteriorated significantly.

As result of the increase in traffic the MD had to call a grader out both Saturday and Sunday to push the mud off the road to allow traffic to pass and to protect as much of the gravel surface as possible. This did not repair the driving surface but at least exposed enough hard surface that vehicles could travel through. On Monday, the road had dried sufficiently for graders to start repairing the driving surface and salvaging the gravel from the shoulders. Two graders were deployed for this work, one MD and one contractor. Some gravelling and patching will be required, and the MD may need to reapply the calcium. The Transportation team will assess this early next week and will have a repair budget for council review, but as of the agenda publishing this is unknown.

## **Interests**

There are several interests to be considered at this time:

The Municipal District should not be expected to shoulder the cost of repairing this road themselves. Several factors and agencies were involved in the events that led to the use of the road as a detour and they should share responsibility in paying for repairs

Communication between Alberta Transportation, First Responders, the Municipal District needs to improve before future events, to ensure clear consistent messaging for the public.

## **Alternatives**

## **Analysis**

The MD had traffic counters on the East and West Mitsue Roads at the time of the event and for a full week prior. Evaluation of the data shows that approximately 537 additional vehicles came through the route in addition to two-three hundred vehicles that travel the road daily. Traffic increased dramatically between 3:00 and 4:00 p.m. and continued until 12:00 a.m.

## **Next Steps**

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

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# AGENDA ITEM #8.1

## Summary of Traffic Counts for East and West Mitsue Roads

AM	East Mitsue			West Mitsue		
	Friday	Average T-T	Friday Increase	Friday	Average T-T	Friday Increase
12:00-1:00	5	2.67	2.33	30	31.67	-1.67
1:00-2:00	0	1.33	-1.33	6	8.33	-2.33
2:00-3:00	1	1.33	-0.33	9	6.67	2.33
3:00-4:00	3	3.67	-0.67	12	6.67	5.33
4:00-5:00	3	6.00	-3.00	7	10.67	-3.67
5:00-6:00	11	10.67	0.33	86	106.00	-20.00
6:00-7:00	26	25.00	1.00	169	202.67	-33.67
7:00-8:00	16	16.67	-0.67	140	153.67	-13.67
8:00-9:00	11	17.00	-6.00	66	78.00	-12.00
9:00-10:00	21	18.00	3.00	69	67.67	1.33
10:00-11:00	22	24.00	-2.00	59	62.33	-3.33
11:00-12:00	20	20.33	-0.33	59	71.00	-12.00
PM	Friday			Friday		
12:00-1:00	15	22.67	-7.67	72	87.67	-15.67
1:00-2:00	19	18.00	1.00	64	73.33	-9.33
2:00-3:00	24	21.67	2.33	86	101.67	-15.67
3:00-4:00	52	24.33	27.67	161	142.67	18.33
4:00-5:00	90	16.67	73.33	217	129.00	88.00
5:00-6:00	75	21.67	53.33	184	153.67	30.33
6:00-7:00	61	16.67	44.33	176	131.00	45.00
7:00-8:00	41	10.00	31.00	130	69.67	60.33
8:00-9:00	37	12.00	25.00	87	27.00	60.00
9:00-10:00	21	8.33	12.67	87	28.33	58.67
10:00-11:00	17	8.33	8.67	42	22.00	20.00
11:00-12:00	10	3	7.00	28	23.33	4.67
<b>Total</b>	<b>601</b>	<b>330</b>	<b>271</b>	<b>2046</b>	<b>1794.67</b>	<b>251.33</b>
Increase for E&W Mitsue		522.33				
Regular Commuter Traffic		258				



## Lesser Slave River

June 26, 2025

Alberta Transportation  
Athabasca District Office  
9915 Franklin Ave  
Fort McMurray, Alberta T9H 2K4

Attention: Ms. Paula Campbell, P. Eng.

### **RE: HIGHWAY 2 DETOUR, FRIDAY JUNE 13, 2025**

Our Administration would like to reach out to your office regarding the motor vehicle accident on Highway 2 approximately 16 kilometres Southeast of Slave Lake on June 13, 2025. A fuel truck had tipped over and was spilling fuel into a wetland, which would require a containment unit to come up from Edmonton in order to secure the scene. In the meantime, the highway would need to be closed for several hours. This meant that traffic would need to be detoured, and the Municipal District requested that traffic not be sent down the Old Smith Highway, a local gravel road that parallels Highway 2 on the North side of the Lesser Slave River. The weather had been very wet and the MD was concerned about how the road would hold up to commercial traffic.

Despite our request and our own messaging, somehow the message that was posted on the 511 Alberta closure was not consistent, while it didn't direct traffic down a specific route, it also didn't specify that traffic shouldn't take the Old Smith Hwy. It has not been determined what the actual direction was from LaPrairie operators at the road block points, however data from traffic counters in the Mitsue area report approximately 537 additional vehicles travelled the Old Smith Highway between 4:00 p.m. and 12:00 a.m. including commercial traffic. This resulted in significant damage to the Old Smith Highway.

We understand that motor vehicle accidents are not planned events, and that all organizations were acting with the best of intentions to protect public safety and infrastructure. However, there was definitely a breakdown of communication and messaging between the M.D. of Lesser Slave River, Alberta Transportation and First Responders. We would like to work together to get a better communication process in place to respond to future events. We would like to explore what opportunities there are to improve our joint communication to the travelling public, potentially through the use of electronic roadside signage or messaging.

Finally, while we acknowledge that none of the events were intentional, early estimates put the repair cost for the Old Smith Highway at approximately twenty thousand dollars including the bridge inspection. We do not feel that the residents of the M.D. of Lesser Slave River should bear the full repair costs, as this damage was not caused by local traffic. We respectfully request that Alberta Transportation share the costs on a fifty percent basis with the Municipality.

I look forward to an opportunity to meet with your office to discuss both of these requests in the near future.

Sincerely,

Barry Kolenosky  
Chief Administrative Officer  
Municipal District of Lesser Slave River No. 124



## Lesser Slave River

Enclosure: Request for Decision presented to M.D. Council on June 25, 2025

Cc: Michael Botros, P.Eng. Regional Director; North Central Region; Alberta Transportation

Gordon Wolters, Transportation Area Manager; Slave Lake; Alberta Transportation

Municipal District of Lesser Slave Lake Council

Town of Slave Lake

Sawridge First Nation

DRAFT



**Lesser Slave River**

**Request for Decision**

Title:	<b>Finance Monthly Report</b>
Date:	June 25, 2025
Presented By:	Erik Loken
Attachments:	Municipal District of Lesser Slave River No. 124 – Statement of Operations as of May 31, 2025

Proposed Motions:	<i>Move to accept the Municipal District of Lesser Slave River No. 124 – Statement of Operations as of May 31, 2025, 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:

### Expenses:

As of May 31, 2025, the MDLSR has incurred 26.21% of expenses compared to budget.

#### 1. Reserve Contributions:

- a. Motion 153-25 from Operating Surplus
  - i. General Operational - \$83,143.61
  - ii. Working Capital - \$306,042.46
  - iii. Financial Management - \$47,728.84
  - iv. Building Operational - \$25,967.40
  - v. Transportation Operational - \$33,112.50
  - vi. Drainage Operational - \$52,002.87
  - vii. Municipal-In-Lieu - \$14,690.00
  - viii. ASB - Weed Spraying Operational - \$7,913.03
  - ix. Regional Development Operational - \$14,240.35
  - x. Water Line Contingency Operational - \$33,349.30
  - xi. Sewer Line Contingency Operational - \$157,732.49
  - xii. General Capital - \$449,273.54
  - xiii. General Capital - Emergency - \$6,032.83
  - xiv. Vehicle Capital - \$115,761.67
  - xv. Buildings & Facilities Capital - \$310,882.73
  - xvi. Transportation Capital - \$176,709.16
  - xvii. Culverts & Bridges Capital - \$33,327.00
  - xviii. Sewer Construction Capital - \$367,598.17
  - xix. Water Construction Capital - \$329,870.78
  - xx. Fire Protection Capital - \$319,953.99
  - xxi. Disaster Recovery Capital - \$75,145.48
  - xxii. Stormwater Capital - \$25,145.48
  - xxiii. Flood Mitigation Capital - \$90,000.00
  - xxiv. Recreation Capital - \$19,703.66
  - xxv. Landfill / Garbage Capital - \$30,411.45
  - xxvi. Equipment Replacement - \$1,144,970.10
  - xxvii. Economic Development - VIC Capital - \$1,651.67
  - xxviii. Cultural Capital - \$7,369.44
- b. Motion 154-25 from EDP Equipment Reserve
  - i. Equipment Replacement - \$39,896.54

#### 2. Requisitions:

- a. Homeland Housing. \$124,928.
- b. Lesser Slave Lake Regional Housing Authority Quarter 1 and 2. \$267,392.
- c. Slave Lake Regional Library Board. \$183,825
- d. Government of Alberta Front Line Policing Costs. \$316,313.
- e. Alberta School Foundation Fund Quarter 1. \$999,347.
- f. Living Water Catholic Regional Quarter 1. \$14,070.
- g. Town of Slave Lake Intermunicipal Agreement Q1. \$114,698.
- h. Regional Fire Services Q1. \$135,986.
- i. Athabasca Regional Waste Payments. \$13,150.40.

**Revenues:**

3. Reserve Transfers:
4. Government Transfers:
  - a. FCSS Grant, Quarter 1 and 2. \$42,901.
  - b. TOSL VIC Payments. \$5,999.60.
5. Other:
  - a. Taxes Levied April 25th. \$29,489,627.
  - b. Sale of #772G Grader. \$195,000.

**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.

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Prepared By: Erik Loken, Finance Intern  
Reviewed By: Marilyn Gladue, Executive Assistant  
Approved By: Barry Kolenosky, Chief Administrative Officer

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the Month ending May 31, 2025

	2024 Budget	31-May-24 Actual	31-Dec-24 Actual	2025 Budget	31-May-25 Actual	Actual VS Budget %	Notes	
<b>REVENUES</b>								
As of May 31, 2025 the MD has incurred 26.21% of expenses compared to budget. May 31, 2024 was 26.03% of final budgeted expenses. May 31st represents approximately 41% through the year.								
1	Net Municipal Taxes	23,722,573	23,751,666	23,738,794	29,363,251	29,489,627	100.4%	Tax Levy Generated April 25th
2	Penalties and costs of Taxes	85,498	37,864	82,770	81,000	37,187	45.9%	Tax Penalty Generated January 3rd
3	Investment Income	601,947	242,250	1,173,848	409,786	171,215	41.8%	
4	Reserve Transfers	775,487	-	797,347	553,669	-	0.0%	No Transfers Done
5	Government Transfers	934,235	94,057	742,526	714,434	48,901	6.8%	FCSS Q1+Q2 Payments, TOSL VIC Payments
6	User fees & Sales of Goods	2,070,924	665,409	2,128,505	2,394,023	917,388	38.3%	Includes \$195,000 Sale of Grader.
7	Licenses and Permits	95,000	15,640	58,254	80,000	33,231	41.5%	
8	Bylaw Tickets	52,523	15,491	21,249	20,000	5,517	27.6%	
9	<b>Total Revenues</b>	<b>28,338,187</b>	<b>24,822,377</b>	<b>28,743,293</b>	<b>33,616,163</b>	<b>30,703,065</b>	<b>91.3%</b>	
<b>EXPENSES</b>								
<b>Legislative</b>								
10	Council	535,205	169,772	456,996	579,411	181,842	31.4%	
11	<b>Total Legislative</b>	<b>535,205</b>	<b>169,772</b>	<b>456,996</b>	<b>579,411</b>	<b>181,842</b>	<b>31.4%</b>	
<b>Administration</b>								
12	General Administration	2,773,986	1,079,321	2,562,138	3,038,901	972,741	32.0%	
13	Safety	183,410	31,379	86,088	-	-		
14	Information Technology	539,382	210,400	471,553	599,094	152,652	25.5%	
15	Communications	160,641	69,278	207,079	242,154	56,802	23.5%	
16	Human Resources	272,616	93,385	240,261	360,202	99,895	27.7%	
17	Succession Planning	50,000	-	22,340	60,000	-	0.0%	
18	Elections	-	-	-	39,000	4,032	10.3%	
19	Asset Project Management	556,238	81,893	191,405	291,157	79,523	27.3%	
20	<b>Total Administration</b>	<b>4,536,273</b>	<b>1,565,657</b>	<b>3,780,865</b>	<b>4,630,508</b>	<b>1,365,646</b>	<b>29.5%</b>	

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the Month ending May 31, 2025

	2024 Budget	31-May-24 Actual	31-Dec-24 Actual	2025 Budget	31-May-25 Actual	Actual VS Budget %	Notes
<b>Protective Services</b>							
21	Police Protection	311,702	-	311,702	-	-	Moved to Requisitions - Policing
22	Fire Services	1,027,301	51,695	292,727	345,531	101,336	29.3%
23	Bylaw Enforcement	409,102	135,139	327,667	390,951	127,672	32.7%
24	Disaster Services	156,630	-	55,442	722,763	-	0.0%
<b>25</b>	<b>Total Protective Services</b>	<b>1,904,735</b>	<b>186,835</b>	<b>987,538</b>	<b>1,459,245</b>	<b>229,008</b>	<b>15.7%</b>
<b>Facilities</b>							
26	Facilities	788,742	223,689	598,497	659,638	242,090	36.7%
<b>27</b>	<b>Total Facilities</b>	<b>788,742</b>	<b>223,689</b>	<b>598,497</b>	<b>659,638</b>	<b>242,090</b>	<b>36.7%</b>
<b>Field Services/Transportation</b>							
28	Road & Road Crossing	372,514	74,792	255,356	299,269	62,808	21.0%
29	Signs	143,253	44,610	163,051	100,781	30,820	30.6%
30	Culverts	413,219	49,760	86,486	472,993	53,699	11.4%
31	Brushing	349,338	46,744	267,263	344,246	48,634	14.1%
32	Back Sloping	112,991	5,495	24,862	64,967	6,085	9.4%
33	Maintenance	-	-	-	283,961	90,927	32.0%
34	Gravel Program	1,658,342	179,569	1,348,990	1,616,549	199,983	12.4%
35	Gravel Pits	196,386	48,801	95,424	139,331	11,577	8.3%
36	Snowplowing	608,495	190,921	516,689	607,353	231,152	38.1%
37	Streets	67,800	20,172	55,615	69,156	19,620	28.4%
38	Construction	676,922	113,230	437,976	553,036	108,270	19.6%
39	Line Painting	28,044	1,831	31,325	56,910	2,028	3.6%
40	Crack Sealing	103,044	1,954	64,735	126,910	10,105	8.0%
41	Dust Control	287,838	42,233	276,981	314,152	78,401	25.0%
42	Bridge	151,632	47,456	92,034	161,005	14,160	8.8%
43	Beaver Control	75,000	-	63,576	75,000	12,561	16.7%
<b>44</b>	<b>Total Field Services/Transportation</b>	<b>5,244,818</b>	<b>867,569</b>	<b>3,780,362</b>	<b>5,285,619</b>	<b>980,830</b>	<b>18.6%</b>

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the Month ending May 31, 2025

		2024 Budget	31-May-24 Actual	31-Dec-24 Actual	2025 Budget	31-May-25 Actual	Actual VS Budget %	Notes
<b>Fleet</b>								
45	Fleet	1,822,994	590,120	1,654,100	1,929,148	564,503	29.3%	
46	<b>Total Fleet</b>	<b>1,822,994</b>	<b>590,120</b>	<b>1,654,100</b>	<b>1,929,148</b>	<b>564,503</b>	<b>29.3%</b>	
<b>Utilities &amp; Operational Services</b>								
47	Water	2,279,905	983,119	2,326,080	2,843,248	822,951	28.9%	
48	Waste Water	1,648,151	447,799	1,149,702	1,247,819	359,851	28.8%	
49	Solid Waste Management	427,116	121,212	392,650	580,838	113,639	19.6%	
50	<b>Total Utilities &amp; Operational Services</b>	<b>4,355,172</b>	<b>1,552,131</b>	<b>3,868,432</b>	<b>4,671,905</b>	<b>1,296,441</b>	<b>27.7%</b>	
<b>Community Services</b>								
51	FCSS	110,704	60,711	116,457	110,894	33,643	30.3%	
52	Community Assistance Board	40,000	15,504	20,004	40,000	4,660	11.7%	
53	Regional Development - VIC	51,499	14,179	29,589	56,624	9,208	16.3%	
54	Library	202,661	156,809	181,448	210,727	193,431	91.8%	Includes \$183,825 Slave Lake Library Board Payment, and Portion of \$10,255.63 Peace Library System Local Appropriation Rate.
55	Canyon Creek Campground	37,620	3,407	19,271	38,369	1,656	4.3%	
56	Recreation - General Administration	287,637	102,756	245,632	273,650	137,541	50.3%	
57	Recreation	128,470	38,699	80,691	80,826	23,292	28.8%	
58	Recreation - Arena	38,866	25,830	32,949	48,156	29,028	60.3%	Smith Ice Rink Maintenance - \$12,000. Canyon Creek Ice Maintenance - \$8,400.
59	Trail Development	-	50	50	15,000	-	0.0%	
60	Regional Development	15,000	13,945	36,318	-	12,863		
61	Boat Launches	15,300	-	-	15,000	-	0.0%	
62	Cemetaries	10,000	3,833	3,833	10,000	3,542	35.4%	\$3,541.55 of CAB funding.
63	<b>Total Community Services</b>	<b>937,757</b>	<b>435,722</b>	<b>766,243</b>	<b>899,246</b>	<b>448,863</b>	<b>49.9%</b>	

**MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124**

**Statement of Operations**

**For the Month ending May 31, 2025**

	2024 Budget	31-May-24 Actual	31-Dec-24 Actual	2025 Budget	31-May-25 Actual	Actual VS Budget %	Notes
<b>Planning and Development</b>							
64	Municipal Planning	238,185	13,825	117,923	390,224	85,728	22.0%
65	SDAB	6,291	-	1,257	8,150	-	0.0%
66	Development Authority	279,150	168,355	404,112	280,414	131,285	46.8%
<b>67</b>	<b>Total Planning and Development</b>	<b>523,626</b>	<b>182,180</b>	<b>523,293</b>	<b>678,788</b>	<b>217,012</b>	<b>31.97%</b>
<b>Agriculture</b>							
68	Provincial Parks Maintenance	131,679	7,828	76,735	90,000	10,416	11.6%
69	ASB, Plant Ind-Weed Control Livestock	363,371	87,930	297,696	385,953	100,982	26.2%
70	Rural Road Allowance	173,519	26,710	117,064	156,153	42,402	27.2%
71	Parks & Open Spaces	207,080	51,216	184,795	200,089	22,117	11.1%
<b>72</b>	<b>Total Landscape</b>	<b>875,649</b>	<b>173,684</b>	<b>676,289</b>	<b>832,195</b>	<b>175,917</b>	<b>21.1%</b>
<b>Other</b>							
73	Transfer Payments	563,129	13,150	1,286,104	-	-	
74	Requisitions - Senior Foundation	627,947	372,691	626,765	660,683	392,320	59.4% Homeland Housing 2025 Requisition - \$124,928.27, Lesser Slave Lake Regional Housing Authority Q1 + Q2 - \$267,391.61
75	Requisitions - School Foundation	4,051,841	943,079	4,053,667	4,539,779	1,013,417	22.3% Alberta School Foundation Fund Q1 - \$999,346.81, Living Water Catholic Regional Q1 - \$14,069.97
76	Requisitions - AMA	99,546	99,178	99,178	128,893	-	0.0%
77	Requisitions - Policing	-	-	-	311,702	316,313	101.5% Government of Alberta policing costs. Slight increase from 2024. Moved from Police Protection Line.
78	Requisitions - Airport	-	-	-	180,000	-	0.0%
79	Regional Program Requests	-	-	-	1,160,454	263,834	22.7% Town of Slave Lake Intermunicipal Payment Q1 - \$114,698. Regional Fire Services Q1 - \$135,986. Athabasca Regional Waste Payments - \$13,150.40.
80	Contingencies	297	-	-	237,300	-	0.0%
81	Fund Capital Projects	53,488	-	-	-	-	
82	Reserve Contributions	1,416,968	-	1,671,873	491,919	-	0.0%
<b>83</b>	<b>Total Other</b>	<b>6,813,216</b>	<b>1,428,098</b>	<b>7,737,587</b>	<b>7,710,730</b>	<b>1,985,884</b>	<b>25.8%</b>
<b>84</b>	<b>Total Expenses</b>	<b>28,338,187</b>	<b>7,375,456</b>	<b>24,830,200</b>	<b>29,336,433</b>	<b>7,688,038</b>	<b>26.21%</b>
<b>85</b>	<b>Surplus (Deficit)</b>	<b>-</b>	<b>17,446,921.14</b>	<b>3,913,093.24</b>	<b>4,279,730.00</b>	<b>23,015,027.23</b>	\$4,279,730 Reserve Allocation per Motion 153-25.