A G E N D A

Municipal District No.124 Regular Council
Wednesday, July 9, 2025 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

INTRODUCTIONS

2.1 Kristen Schalin - Finance Manager

Jima Gatwich - IT Services Coordinator

ADOPTION OF THE AGENDA

3.1 July 9, 2025, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the July 9, 2025, Regular Meeting of Council Agenda as presented.

ADOPTION OF MINUTES

4.1 June 25, 2025, Regular Meeting of Council Minutes 5 - 8

Proposed Motion: Move to adopt the June 25, 2025, Regular Meeting of Council Minutes as presented.
06252025 DRAFT Minutes

DELEGATION

5.1 MD Resident - CLOSED SESSION @ 10:00 a.m. (Additional information to be provided at meeting)

CONFIDENTIAL ITEMS - CLOSED SESSION

6.1 Closed Session as per the following sections 20, 21, 22, and 23 of the Access to Information Act (ATIA)

- MD Resident

Proposed Motion: Move to go into Closed Session at _____ a.m.

Proposed Motion: Move to return to Open Session at _____ a.m.

Proposed Motion: Move to direct Administration to provide letter to the MD Resident as per the Status Quo on the Order.

DELEGATION

7.1 Westlock RCMP - S/Sgt. Shen @ 10:30

Proposed Motion: Move to accept the Westlock RCMP report as information.

BYLAWS

8.1 Bylaw 2025-04 Animal Control 9 - 20

Proposed Motion: Move that Council approve to give 2nd reading of Bylaw 2025-04 Animal Control as amended.

RFD ACB_Second Reading

25 07 04_Draft Animal Control Bylaw_Updated_Clean

8.2 Bylaw 2025-07 Land Use (NOTE: - Redline and Clean copy available upon request) 21 - 24

Proposed Motion: Move to approve 2nd reading of Bylaw 2025-07 Land Use as amended.

LUB_Second Reading_RFD_Council Meeting July 9 2025

Land Use Bylaw 2025-07-Cover Sheet

8.3 Bylaw 2025-06 Municipal Development Plan (NOTE: - Redline and Clean copy available upon request) 25 - 28

Proposed Motion: Move to approve 2nd reading of Bylaw 2025-06 Municipal Development Plan as amended.

25 07 03_MDP_Second Reading_RFD_Council Meeting July 9 2025

Municipal Development Plan Bylaw 2025-06 - Cover Sheet

8.4 Workbook and Comment Tracker 29 - 98

Proposed Motion: Move to accept the Workbook and Comment Tracker for Public Information.

25 06 18 Proposed Revisions Workbook_Post Public Hearing_June 2025

2025-07-01_Updated MDP LUB Comment Tracker_Public Hearing

REQUESTS FOR DECISION

9.1 Back Sloping Program Applications 99 - 112

Proposed Motion: Move to approve Back Sloping Application 1, for completion as per policy TR-32-20 with funds coming from GL 2-32-15-63-259.

Request for Decision Back sloping (1) (1)

Application redacted

Application 1 2025

IMG_6292

IMG_6293

TR-32-20 Back Sloping Policy

9.2 Councillor Renumeration - Service Commissions 113 - 116

Proposed Motion: Move that Council adopt the Councillor Remuneration Policy - Service Commissions No. CL-11-08 as presented.

RFD Councillor Renumeration Commissions

Councillor Renumeration - Service Commissions

9.3 Land Sales 117 - 123

Proposed Motion: Move that Council direct Administration to proceed with the

sale of the following properties through Allen B. Olson Auction Services Ltd. by September 30, 2025:

Plan 4867NY, Block 10, Lot 5 (7,775 Sq Ft) LINC 17255218 - Hamlet of Smith, Reserve Bid $_____.

Plan 4867NY, Block 11, Lot 9, (8,250 Sq. Ft) LINC 17261793 - Hamlet of Smith, Reserve Bid $____.

Plan 2158RS, Block 7, Lot 1 (12,207 Sq Ft) LINC 13264890 - Hamlet of Smith, Reserve Bid $_____.

Plan 0828671, Block 1, Lot 4 (9.69 acres) LINC 33544645 - Lawrence Lake, Reserve Bid $_____.

Plan 8822254, Block 2, Lot 5 (6.97 acres) LINC 10855741 - Old Smith Highway, Reserve Bid $____.

Plan 8822254, Block 2, Lot 6 (6.15 acres) LINC 10855759 - Old Smith Highway, Reserve Bid $____.

PT SW-32-72-4-W5 (78.96 acres) LINC 20611786 - Mitsue Industrial Park, Reserve Bid $_____.
And further, that the following disclosure be included in the sale terms:

"All parcels are being offered for sale on an "as is, where is" basis. The Municipal District of Lesser Slave River No. 124 makes no representation and provides no warranty as to the adequacy of services, soil conditions, land use zoning, building or development conditions, environmental contamination (if any), vacant possession, or the suitability of the land for any specific purpose or intended use by the purchaser."

RFD Land Sale
ADM 12-29 Municipal-Owned Policy

9.4 2025/2026 Rugged & Real Scholarships - APPLICATIONS TO BE DISTRIBUTED AT MEETING 124 - 129

Proposed Motion: Move that Council award the 2025-2025 Rugged & Real Post-Secondary Scholarship in the amount of $1000 to _____.

RFD Rugged & Real Scholarship
CL-11-03 Rugged & Real Post Secondary Scholarship

9.5 Municipally Owned Community Hall Utilization Process Policy 130 - 140

Proposed Motion: Move that Council adopt Policy REC-72-12 Municipally Owned Community Hall Utilization Policy as presented.

Proposed Motion: Move that Council accept Procedure REC-72-12.01 Municipally Owned Community Hall Utilization Procedure for information.
RFD - Complex Rentals
Policy -REC-72-12
Procedure - REC-72-12.01

REPORTS

10.1 Department Reports 141 - 171

Proposed Motion: Move to accept the Department Reports as information.

2nd Quarter Agricultural Services Report
2nd Quarter Capital Project Report
2nd Quarter Document Conveyance and Program Coordinator Report
2nd Quarter Facilities Annual Report 25
2nd Quarter Finance Report - 2025
2nd Quarter Human Resources Report
2nd Quarter Legislative Services
2nd Quarter Planning Report 2025
2nd Quarter Protective report 2025
2Q Protective Service TKT STATS
2Q Protective Service Stats Report
2nd Quarter Transportation Report 25 (1)
2nd Quarter Utility Report

10.2 Bill 50 Municipal Affairs Statutes Amendment Act 172 - 210

Proposed Motion: Move that Council accept the Bill 50: Municipal Affairs Statutes Amendment Act report for information.

Report to Council - Bill 50
Bill-50-RMA-Analysis

FINANCIAL

NEW BUSINESS

12.1

12.2

12.3

CONFIDENTIAL ITEMS - CLOSED SESSION

13.1 Closed Session as per sections 22, 26, 29, and 30 of the Access to Information Act (ATIA)

-Municipal Lands Liquidation discuss

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 25, 2025
MD Council Chambers

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 (via Teams)
	Jeremy Dumaresque	- Assistant Director of Utilities, MDLSR
	Heather DeAlexandra	- Administrative Assistant, Utilities MDLSR
	Shari Spencer	- Assistant Director of Field Services, MDLSR
	Kaitlyn Kirk	- Transportation Administrative Support, MDLSR
	Sandra Rendle	- Associate Director, Legislative Services, MDLSR
	Allan Bell	- Tolko
	Ann Holden	- Development Officer, MDLSR
	Joe McWilliams	- Lakeside Leader
	Marilyn Gladue	- Recording Secretary, MDLSR

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

INTRODUCTION — Kaitlyn Kirk – Administrative Support Transportation

ADOPTION OF AGENDA — June 25, 2025, Regular Meeting Council Agenda

MOTION 272-25
Moved by Councillor Fulmore to adopt June 25, 2025, Regular Meeting Council Agenda as amended:

Add - 9.1 Prevalent Road Condition
- 9.2 Outgoing Correspondence

CARRIED

ADOPTION OF MINUTES — June 11, 2025, Regular Meeting of Council Minutes

MOTION 273-25
Moved by Councillor Sand to adopt June 11, 2025, Regular Meeting of Council Minutes as amended:

Motion 265-25 add “Mitsue Industrial Park” to motion.

CARRIED

DELEGATION — Tolko – Allan Bell

MOTION 274-25
Moved by Councillor Pearson to accept the presentation from Tolko as information.

CARRIED

Councillors Pearson/Seatter exited at 10:35 a.m.
Councillors Pearson/Seatter returned at 10:37 a.m.

POLICIES

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

MOTION 275-25
Moved by Councillor Pearson that the WAT-41-05 Utility Accounts Policy and WAT-41-05.01 Utility Accounts Procedure be brought back to the next Committee of the Whole meeting for further discussion.

1 – Favor
6-Opposed

DEFEATED

Deputy Reeve Spencer exited at 10:49 a.m.
Deputy Reeve Spencer returned at 10:51 a.m.
McWilliams exited at 11:02 a.m.
McWilliams returned at 11:04 a.m.

MOTION 276-25
Moved by Councillor Seatter that Council adopts WAT-41-05 Utility Accounts Policy as amended.

CARRIED

MOTION 277-25
Moved by Councillor Sand that Council accept the WAT-41-05.01 Utility Accounts Procedure as information.

CARRIED

Dumaresque/DeAlexandra exited at 11:38 a.m.
Reeve Kerik exited at 11:38 a.m.
Reeve Kerik returned at 11:41 a.m.

REQUESTS FOR DECISION

Council Meeting Dates

MOTION 278-25
Moved by Councillor Fulmore that Council set July 9, 2025, August 14, 2025, and August 27, 2025, as Regular Meeting of Council dates.

CARRIED

MOTION 279-25
Moved by Councillor Seatter that Council set July 10, 2025, and August 13, 2025, as Committee of the Whole Meeting dates.

CARRIED

Re-numbering of Investment Policy and Procedure

MOTION 280-25
Moved by Councillor Melzer that Council adopt the re-numbering of the Investment Policy from AD-12-28 to ADM-12-33, as presented.

CARRIED

MOTION 281-25
Moved by Councillor Sand that Council accept the re-numbering of the Investments Procedure from ADM-12-28.01 to ADM-12-33.01, as presented.

CARRIED

Rendle exited at11.47 a.m.
Holden entered at 11:48 a.m.

Reimbursement of Development Fee ($300.00) for Community Use in Commercial District

MOTION 282-25
Moved by Councillor Seatter that Council direct administration to instruct the applicant, Melinda Miranda, to make 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.

CARRIED

Holden exited at 11:50 a.m.
Loken/Spencer entered at 11:51 a.m.

REPORTS

Highway 2 Detour effects on the Old Smith Highway

MOTION 283-25
Moved by Deputy Reeve Spencer to accept the Highway 2 Detour effects on the Old Smith Highway report as information.

CARRIED

Spencer exited at 11:58 a.m.

Finance Monthly Report

MOTION 284-25
Moved by Councillor Pearson to accept the Municipal District of Lesser Slave River No.124 Statement of Operations as May 31, 2025, for information.

CARRIED

Loken exited at 12:03 p.m.

RECESS 12:04 p.m.
RECONVENE 12:34 p.m.

Board Reports

MOTION 285-25
Moved by Councillor Melzer to accept the verbal Board Reports from Council as information.

CARRIED

Spencer entered at 1:31 p.m.

NEW BUSINESS

Prevalent Road Condition

MOTION 286-25
Moved by Councillor Pearson to accept the discussion on Prevalent Road Condition as information.

CARRIED

Councillor Seatter exited at 1:38 p.m.
Councillor Seatter returned at 1:40 p.m.

Outgoing Correspondence

MOTION 287-25
Moved by Councillor Pearson to accept the Outgoing Correspondence discussion as information.

CARRIED

ITEMS FOR DISCUSSION

Provision of Goods & Services Fees- Grain Farmers being Commercial

MOTION 288-25
Moved by Councillor Melzer to accept the discussion on Grain Farmers being Commercial as information.

CARRIED

Dust Control & Gravel Programs

MOTION 289-25
Moved by Councillor Sand to accept the Dust Control & Gravel Programs as information.

CARRIED

Deputy Reeve McCann exited at 1:44 p.m.
Deputy Reeve McCann returned at 1:47 p.m.

2026 Budget Road Tours Dates (August 18 -22, 2025) 2 days

MOTION 290-25
Moved by Councillor Sand to accept the discussion on 2026 Budget Road Tours tentative dates of August 19 & 20, 2025, as information.

CARRIED

McWilliams/Spencer exited at 1:52 p.m.

CLOSED SESSION

MOTION 291-25
Moved by Councillor Fulmore to go into Closed Session at 1:53 p.m. as per the following sections of the ATIA Act with CAO Kolenosky, Assistant CAO Valaire, Development Officer Holden and Recording Secretary Gladue in attendance.

- Section 20 Disclosure harmful to personal privacy
- Section 21 Disclosure harmful to individual or public safety
- Section 26 Disclosure harmful to intergovernmental relations
- Section 29 Advice from Officials

CARRIED

Holden exited at 2:41 p.m.
Valaire/Gladue exited at 2:54 p.m.

MOTION 292-25
Moved by Deputy Reeve McCann to return to Open Session at 3:29 p.m.

CARRIED

ADJOURNMENT

MOTION 293-25
Moved by Councillor Fulmore to adjourn at 3:30 p.m.

CARRIED

__ _____
Chief Administrative Officer

___ _____
Reeve

Lesser Slave River

Request for Decision

Title	Animal Control Bylaw (ACB) 2025-04: Second Reading
Date	July 9, 2025
Presented By:	Barry Kolenosky, Chief Administrative Officer
Attachments	Updated Proposed Animal Control Bylaw (ACB), Bylaw 2025-04: DRAFT-Clean Copy Existing Animal Control Bylaw 2021-11

Proposed Motion	That Council moves to give second reading to the Animal Control Bylaw 2025-04, as amended.
Administrations Recommendation(s)	As above

BACKGROUND

Over the course of the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) alignment and amendment project, the keeping of animals has been one of several topics reviewed by the Municipal District of Lesser Slave River (the "MD"). Administration and Council has acknowledged existing regulations and various challenges and concerns expressed throughout the process, while conducting extensive research, public engagement, and review with planning and legal experts. Numerous strategic sessions with Council have been held while administration has continued to review and update existing processes and documents, including the preparation of new planning tools that can be used to properly guide development within the Community. This has been a balancing act, while ensuring all of the legislation and competing factors have been addressed. The ultimate goal has been to provide comprehensive solutions to ensure responsible animal husbandry throughout the MD. This includes the promotion of best management practices and adherence to existing legislation to ensure the safety, health and welfare of people, Animals, and the environment.

During the Committee of the Whole (COW) meeting held March 12, 2025, Administration presented an updated (draft) Animal Control Bylaw (ACB), for Council's review. The document as presented at this meeting incorporated Council's previous direction and focused on updating definitions and overall content to ensure clarity, alignment with legislation, and overall alignment of all related MD documents. During this same meeting, a motion was made to bring forward the updated draft ACB, inclusive of legal review, to the next Regular Council meeting. During the March 26, 2025 Council meeting, the ACB was brought back to Council and the bylaw received its first reading.

Since then, administration has continued to receive comments from the public and has made further revisions as requested by Council. The clean, updated copy has been provided for Council's reference. Administration is recommending that Council provides the second reading for the Animal Control Bylaw 2025-04, as amended and presented.

Throughout the bylaw update process, administration has prepared and provided enhanced communication regarding the bylaw revisions, new policies, information packages, and all other related content pertaining to the animal topics and overall MDP/LUB updates. The MD plans to host a series of orientation workshops in the fall of 2025 to help residents, developers and other stakeholder groups understand, adopt, and begin putting the new legislation into practice.

The remaining steps for rolling out the new MDP/LUB/ACB framework are listed below. All dates indicated remain tentative, and are subject to change to accommodate scheduling conflicts, competing priorities, or the need for final refinements:

July 2025:

- Public release of draft documents, following second readings
- Enhanced education and communication activities including MD website updates

August 2025:

- Council's final readings of draft Animal Control Bylaw (ACB), MDP & LUB (tentatively August 13, 2025)

Fall of 2025:

- Schedule and host community workshops

Prepared By: Molly Fyten, Director (Contractor), Strategic Projects & Initiatives
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

Animal Control BYLAW 2025-04

Being a Bylaw of the Municipal District of Lesser Slave River No. 124, in the Province of Alberta, to provide for the licensing, regulating, controlling, confinement, and destruction of Animals.

WHEREAS, pursuant to Section 7 of the *Municipal Government Act*, RSA 2000, c M-26, as amended, a municipal council may pass bylaws respecting wild and domestic animals and activities in relation to them;

AND WHEREAS, the Council of the Municipal District of Lesser Slave River No. 124 deems it necessary to provide for the licensing, regulating, controlling, confinement, and destruction of animals within the Municipal District;

NOW THEREFORE, the Council of the Municipal District of Lesser Slave River No. 124 in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Title

This Bylaw shall be known as the "Animal Control Bylaw".

2. Definitions

a) ***Abandoned Animal*** means any Animal left without food, water and/or shelter for a period exceeding twenty-four hours.

b) ***Animal*** means any live animal, including both Domestic Animals and Livestock, but does not include humans or wild animals.

c) ***Animal Control Officer*** shall mean a Municipal Bylaw Officer, Peace Officer as defined in the *Peace Officers Act*, S.A. 2006, c P-3.5, and members of the Royal Canadian Mounted Police.

d) ***At Large*** means where an Animal is at any place within the Municipal District other than the Owner's property or as otherwise allowed under this Bylaw, and is not being contained, Kept by any person, or is not otherwise under Physical Control by a person capable of restraining the Animal.

e) ***Bylaw Coordinator*** means the Chief Administrative Officer of the Municipal District and/or his/her designate.

f) ***Damage*** shall include defecating or urinating on any private property or Public Property.

g) ***Designated Animal Shelter*** means the premises designated by the Municipal District or its agent for the purpose of impounding and Keeping Animals in accordance with the provisions of this Bylaw.

h) ***Domestic Animal*** means small animals which are normally kept as household pets, such as cats and dogs. Domestic Animals do not include Livestock or wild animals.

i) ***Fowl*** means a domesticated bird of any kind.

j) ***Hamlet*** means any area declared to be a Hamlet by the Minister.

k) ***Keep/Keeps/Kept*** means to own, possess, harbor, maintain or have control or custody of an Animal.

l) ***Kennel*** means any place, owned by any person, group of persons or corporation engaged in the commercial business of breeding, buying, selling, or boarding Domestic Animals. Typical facilities include, but are not limited to boarding and training establishments, and animal rescues.

m) ***Livestock*** means bison, horses, cattle, swine, donkeys, llamas, alpacas, fowl, swine, mules, oxen, sheep, bees, goats, and fur-bearing animals raised in captivity.

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

o) ***Owner*** means any person or body corporate:

i. who is the licensed owner of an Animal;

ii. who has legal title to an Animal;

iii. who has possession or custody, or care and control of an Animal, either temporarily or permanently; or

iv. who harbours an Animal, or allows the Animal to remain on their premises.

p) ***Permitted Leash*** means a leash used to restrain a Domestic Animal that is no longer than two meters.

q) ***Physical Control*** means:

i. restrained by a Permitted Leash; or

ii. kept in:

1. a container;

2. an enclosure;

3. a motor vehicle; or

4. a trailer designated for the type of Animal.

r) ***Pound Keeper*** means any person or persons duly authorized to operate the Designated Animal Shelter and may include a Peace Officer or Municipal Bylaw Officer.

s) ***Premises Identification Number*** means a unique identifying series of numbers and letters assigned by the Government of Alberta, which links the traceability of Livestock to land locations or premises.

t) ***Public Property*** means all property owned by or under the control and management of the Municipal District.

u) ***Seasonal Meat Birds*** means domesticated poultry that is kept intentionally for personal use only, for one single growing season per year, typically processed no later than 16 weeks of age or upon reaching slaughter maturity. These birds are not kept for egg production.

Commented [JP1]: NEW

v) ***S.P.C.A.*** means the Society for the Prevention of Cruelty to Animals.

w) ***Subdivision*** means four or more adjacent lots within the Municipal District, each lot consisting of five acres or less.

x) ***Vicious Animal*** shall mean any Animal, which has, without provocation, chased, injured or bitten any other Animal, or human, or threatened other Animals or humans and which, in the opinion of the Animal Control Officer poses a threat of harm and has been declared to be a Vicious Animal in accordance with this Bylaw.

y) ***Violation Ticket*** shall mean a ticket issued pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended.

z) ***Wild Boar*** means an animal from the species Sus scrofa but does not refer to the animal commonly known as a domestic pig.

3. Responsibilities of Owner

3.1 No person shall Keep an Animal in the Municipal District except in accordance with this Bylaw and the Responsible Animal Ownership Policy, as amended from time to time.

3.2 No person shall keep or harbor any cat or dog that is six months or older within the Municipal District unless such Domestic Animal is licensed as herein provided.

3.3 Any person who resides within the Municipal District and is the Owner of a cat or dog six months or older shall obtain a license tag by applying to the Municipal District office or to an agent approved by the Municipal District.

3.4 Upon receipt of a completed application, the Municipal District shall grant, free of charge, licenses for any Domestic Animal six months or older in the Municipal District.

3.5 Any person residing in the Municipal District who becomes the Owner of a cat or dog or any person who takes up residence within the Municipal District and who is the Owner of a cat or dog which is not currently licensed in accordance with the Animal Control Bylaw, shall within fourteen calendar days of taking up residence within the Municipal District, obtain a license for their cat or dog.

3.6 Every application for a license tag shall include the following information:

3.6.1 Name, street or rural address and phone number of the Owner;

3.6.2 Name, type, and description of the cat or dog to be licensed: and

3.6.3 Such other relevant and necessary information as may be required and requested by the Municipal District.

3.7 When a cat or dog that is currently licensed in accordance with the provision of this Animal Control Bylaw is transferred to a different Owner within the Municipal District, that Owner shall immediately apply for a new license and provide the Municipal District with his/her name, street, or rural address and phone number within fourteen calendar days upon becoming the Owner of the cat or dog.

3.8 License tags issued under this Animal Control Bylaw shall not be transferable from one cat or dog to another and will remain in effect until such time as the cat or dog dies, has a new Owner, or is permanently removed from the Municipal District.

3.9 Upon receipt of a completed application for a cat or dog license tag, the Municipal District will supply the Owner with a metal license tag stamped with a number which is registered to that cat or dog.

3.10 Every Owner shall ensure that the license tag is securely fastened to a choke chain, collar, or harness that must be worn by the cat or dog at all times whenever the cat or dog is at any place other than the property of the Owner.

3.11 The Owner of a cat or dog that has been duly licensed under the Animal Control Bylaw may obtain a license tag to replace a tag that has been lost. Any Owner of a cat or dog that no longer requires a license is encouraged to return the tag or report this change to the Municipal District to ensure accurate record keeping.

3.12 The provisions of Sections 3.1 to 3.11, inclusive shall not apply to persons temporarily in the Municipal District for a period not exceeding two weeks, nor to holders of a valid and subsisting Development Permit authorizing the operation of a Kennel, as approved in accordance with the Municipal District Land Use Bylaw.

3.13 No Owner shall permit an Animal to be At Large in the Municipal District.

3.14 A maximum of three dogs and six cats may be kept on a lot at any time with the exception of those lots located within the Agricultural (A) district, as defined in the Municipal District's Land Use Bylaw.

3.15 In the Residential Serviced (RS), Residential Un-Serviced (RUS) and Urban Reserve (UR) districts, as defined in the Municipal District's Land Use Bylaw, the keeping of Animals shall only be permitted in accordance with "Schedule A" to this Bylaw.

3.16 The keeping of Seasonal Meat Birds is permitted in the Residential Serviced (RS), Residential Un-Serviced (RUS) and Urban Reserve (UR) districts, as defined in the Municipal District's Land Use Bylaw, in accordance with "Schedule A" to this Bylaw.

Commented [JP2]: NEW - please review and consider whether you want to keep 3.16.3 - this clause is found in a few other municipalities

3.16.1 All Seasonal Meat Birds must be removed from the property at the end of the seasonal raising period, typically sixteen consecutive weeks.

3.16.2 While present, Seasonal Meat Birds count towards the parcel's permitted Animal Units and must be housed and managed in accordance with provisions under this Bylaw.

3.16.3 Onsite commercial slaughter of Seasonal Meat Birds is prohibited.

3.17 In the Residential Serviced (RS), Residential Un-Serviced (RUS) and Urban Reserve (UR) districts, as defined in the Municipal District's Land Use Bylaw, no male Fowl are permitted.

3.18 No person shall Keep or harbor any Wild Boar or feral swine within the Municipal District.

3.19 No Owner shall permit their Animal to bark, howl, crow, make excessive noise, or in any manner disturb the quiet of any person within the Municipal District.

3.20 The Owner of an Animal shall ensure that such Animal shall not generally become a public nuisance within the Municipal District and specifically shall ensure that such Animal shall not:

3.20.1 Run at, bite, attack, threaten, harass, chase, kill or injure any person including, but not limited to, when such person is on a bicycle, horseback, or while walking or running;

3.20.2 Run at, bite, attack, threaten, harass, chase, kill or injure any Livestock, Fowl, or Domestic Animals belonging to other persons;

3.20.3 Run at, bite, attack, bark at automobiles, or other vehicles;

3.20.4 Bark, howl, or crow excessively, make excessive noise, or in any other manner disturb the peace, quiet or repose of a person. After a third offence within a calendar year, if the Animal is still barking, howling, crowing, or creating a disturbance the Animal may be ordered removed from the Hamlet or Subdivision upon written order from an Animal Control Officer;

3.20.5 Cause Damage or cause injury or damage to other Animals;

3.20.6 Upset any garbage receptacle or scatter the contents of any garbage receptacles;

3.20.7 Chase or harass wild animals or other Animals; and

3.20.8 Be out of Physical Control.

3.21 The Owner of a female Domestic Animal shall also ensure that when such Domestic Animal is in season/heat that such Domestic Animal is not kept at any location where the Domestic Animal is a source of attraction to other animals.

3.22 Any incident of an Animal that bites a person must be promptly reported to the Animal Control Officer and the Animal may be quarantined at the direction of the Animal Control Officer and shall not be released from such quarantine except by written permission of a veterinarian. At the discretion of the Animal Control Officer such quarantine may be at the premises of the Owner or at the Designated Animal Shelter. In the case of stray Animals whose ownership is not known, such quarantine shall be at the Designated Animal Shelter.

3.23 Upon demand made by the Animal Control Officer the Owner shall forthwith surrender any Animal which has bitten a person, or which is suspected of having been exposed to rabies, for supervised quarantine. The expense of the supervised quarantine will be the sole responsibility of the Owner and the Animal may only be reclaimed by the Owner, if a veterinarian determines it is free of rabies, upon payment of any expenses, costs, or fees associated with the supervised quarantine, and, in the case of an Animal that has bitten a person, upon complying with the licensing provisions of this Bylaw.

3.24 In the event of an outbreak or threatened outbreak of rabies or any disease affecting Animals which may be transmitted to human beings, the Bylaw Coordinator, by virtue of this Bylaw, may direct that all Animals be securely tied up by the Owner or be otherwise effectively confined. Any Animal found At Large in contravention of this section shall be impounded and may be destroyed.

3.25 When an Animal under quarantine has been diagnosed as rabid or is suspected by a licensed veterinarian as being rabid, and dies while under such observation, the Animal Control Officer shall immediately send the head of such animal to the appropriate Health Department for pathological examination and shall notify the Medical Officer of Health for the Municipal District of reports and human contacts and the diagnosis made of the Animal.

3.26 During such period of rabies quarantine as herein mentioned, every animal bitten by an infected animal adjudged to be rabid, shall be forthwith destroyed or, at the Owner's expense and option, be treated for rabies infection by a licensed veterinarian or held under quarantine by the Owner in the same manner as other Animals are quarantined.

3.27 Except as herein provided, no person shall kill, or cause to be killed, any rabid Animal, or any Animal suspected of having been exposed to rabies, or any Animal that has bitten a human, nor remove such Animal from the Municipal District without prior written permission from the Animal Control Officer.

3.28 The carcass of any dead Animal exposed to rabies shall, upon demand, be surrendered to the Animal Control Officer. The Animal Control Officer shall direct the disposition of any Animal found to be infected with rabies.

3.29 When, in the opinion of a licensed veterinarian and/or Animal Control Officer, an Animal should be destroyed for humane reasons, such as severe injury, severe illness, or disease, such Animal may not be redeemed by the Animal's Owner.

3.30 No action shall be taken against any person acting pursuant to their authority under the Animal Control Bylaw for damages relating to the destruction or other disposal of any Animal conducted in accordance with this Bylaw.

3.31 No person shall interfere with, hinder, or obstruct the Animal Control Officer in the performance of any of their duties under the Animal Control Bylaw.

3.32 No person shall remove, or attempt to remove, any Animal from the possession of the Animal Control Officer, or any person authorized to enforce any of the provisions of the Animal Control Bylaw.

3.33 No person shall Abandon an Animal.

4. Vicious Animals

4.1 The Bylaw Coordinator may designate an Animal to be a Vicious Animal where:

4.1.1 the Animal has caused injury to a person;

4.1.2 the Animal has caused injury to another Domestic Animal;

4.1.3 the Animal has exhibited threatening behaviour, whether on the Owner's property or other Public Property or private property; or

4.1.4 there are reasonable and probable grounds to believe the Animal poses a risk to the health and safety of persons in the Municipal District.

4.2 The Owner of a Vicious Animal shall within five days after the Animal has been declared vicious:

4.2.1 have a licensed veterinarian tattoo or implant an electronic identification microchip in or on the Vicious Animal identifying the Animal with a unique identifier to the Animal;

4.2.2 provide the information contained on the tattoo or in the microchip to the Municipal District; and

4.2.3 have the Vicious Animal spayed or neutered if such a procedure has not yet been carried out on the Animal.

4.3 The Owner of a Vicious Animal shall:

4.3.1 forthwith notify the Municipal District should the Vicious Animal be sold, gifted, or transferred to another person or die; and

4.3.2 remain liable for the actions of the Vicious Animal until formal notification of sale, gift, or transfer is given to the Municipal District.

4.4 An Owner must confine every Vicious Animal within a building, confinement apparatus, or secure enclosure constructed to prevent the escape of the Animal, and capable of preventing the entry of young children and shall not take such Animal out of such building or secure enclosure unless such Animal is securely muzzled and attached to a Permitted Leash. Such secure enclosure shall have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of one foot.

4.5 With regards to the behavior of a Vicious Animal, the Owner of a Vicious Animal shall:

4.5.1 ensure that such Vicious Animal does not engage in any threatening behaviors prohibited by this Bylaw;

4.5.2 ensure that such Vicious Animal does not damage or destroy private or Public Property;

4.5.3 ensure that such Vicious Animal is not At Large; and

4.5.4 forthwith notify the Municipal District of the Vicious Animal being At Large in the event of escape.

5. Livestock Management

5.1 Every person who has the care or control of Livestock, and every person who owns a property where Livestock are Kept shall, as required by the Municipal District, complete a Manure and Surface Water Management Plan and Animal Emergency Response Plan, as provided by the Municipal District.

5.2 The Livestock Owner may request assistance from the Municipal District in completing the above plans. The Municipal District, in its sole discretion, may decline to provide assistance in the event that it does not have the staffing or administrative capacity to assist.

5.3 The Municipal District may request a copy of the plans as listed above from any Owner of Livestock at any time.

5.4 The Municipal District may request a Premises Identification Number from the Owner of Livestock at any time.

5.5 A designated officer of the Municipal District is authorized to conduct inspections and enforcement where authorized under the Municipal Government Act or other Provincial or Federal legislation.

6. Powers of an Animal Control Officer

6.1 The Animal Control Officer is authorized to capture by any reasonable means and impound in the Designated Animal Shelter, all Animals found in contravention of the Animal Control Bylaw and all Animals which the Animal Control Officer finds wounded, distressed, Abandoned, or diseased.

6.2 The Animal Control Officer is authorized to take such reasonable measures as are necessary to subdue such Animals including the use of tranquilizer equipment and material. If any such Animal is seriously injured, it shall be taken to a veterinarian for treatment to relieve pain or bleeding, then immediately to the Designated Animal Shelter.

6.3 Animals that display aggressive behavior or pose an immediate threat to human safety may be destroyed by the Animal Control Officer provided all other reasonable measures have been exhausted. The Animal Control Officer is authorized to discharge firearms to destroy Animals in the performance of their duties, provided the Animal Control Officer is a Peace Officer under the *Peace Officers Act*, S.A. 2006, c P-3.5 or is a member of the Royal Canadian Mounted Police.

6.4 All impounded Animals shall be kept in the Designated Animal Shelter for a period of no more than seventy-two hours. Sundays and Statutory Holidays shall not be included in the computation of the seventy-two hour period. Subject to Section 3.28, any non-rabid Animal may be redeemed by its Owner, upon payment of the specified fees as set out in “Schedule B” to this Bylaw to the Municipal District’s authorized agent, which include the following:

6.4.1 The cost of any veterinary treatment required.

6.4.2 Expenses incurred impounding and caring for an Animal; and

6.4.3 Impoundment fees in the sum set out in “Schedule B” to this Bylaw for every twenty-four hour period or portion thereof that the Animal has been impounded.

6.5 Any Animal impounded and not redeemed within seventy-two hours, may be sold, surrendered to an animal rescue, or destroyed by the Pound Keeper or other persons authorized by the Municipal District.

6.6 The Bylaw Coordinator shall make all rules and regulations, consistent with this Bylaw, pertaining to the administration of the Designated Animal Shelter.

The Animal Control Officer is authorized to conduct investigations in conjunction with provincial and/or federal regulatory bodies and agencies (such as the S.P.C.A), as necessary.

7. Offences

7.1 Any person who contravenes any provision of the Animal Control Bylaw is guilty of an offence.

7.2 Persons who have contravened this Bylaw shall be liable for the penalties set out in “Schedule B” which forms part of this Bylaw.

7.3 Notwithstanding Section 7.2 of the Animal Control Bylaw, any person who commits a second or subsequent offence under the Animal Control Bylaw within one year of committing the first offence shall be liable to a penalty that is double the amount of the first offence as set out in “Schedule B” which forms part of this Bylaw.

7.4 Except as otherwise provided in this Bylaw, a person who is guilty of an offence under this Bylaw for which a penalty is not otherwise specified in “Schedule B”, is liable upon conviction to a penalty of not more than $500.00 and in default of payment, is liable to imprisonment for a term not exceeding six months.

7.5 Upon convicting the Owner of an Animal of an offence under this Bylaw, the presiding Justice of the Peace may, in addition to any other penalties imposed or orders made and without further notice or hearing, declare the subject Animal to be a Vicious Animal under this Bylaw, and may make an order directing any one or more of the following:

7.5.1 The Owner of such Animal, to confine or muzzle such Animal for such period as the presiding Justice of the Peace may determine;

7.5.2 The Owner of such Animal, to forthwith deliver such Animal to the Pound Keeper who shall forthwith destroy or arrange for the destruction of such Animal; or

7.5.3 The Owner of such Animal, to remove such Animal from within the corporate boundaries of the Municipal District.

8. Violation Tickets

8.1 A Violation Ticket may be issued by an Animal Control Officer to any person alleged to have breached any provision of this Bylaw.

8.2 A Violation Ticket shall be deemed to be properly served:

8.2.1 if served personally on the accused; or

8.2.2 if left at the accused's last known address with someone who appears to be over the age of eighteen.

8.3 Where a contravention of the Animal Control Bylaw is of a continuing nature, further Violation Tickets for the same offence may be issued by the Animal Control Officer, provided however, that no more than one Violation Ticket for the same offence may be issued for each day that the contravention continues.

8.4 Any person who shall interfere, hinder, delay or obstruct any person or persons engaged in enforcing any provision of this bylaw or impounding any Animal liable to be impounded under the provisions of this bylaw, shall, for each and every hindrance, delay or obstruction, be guilty of an offence and liable upon conviction to a penalty as provided in "Schedule B" to this Bylaw.

8.5 Any person who shall deliberately or willfully injure, hurt, or otherwise harm any Animal shall be guilty of an offence and be liable to a penalty as provided in "Schedule B" to this Bylaw.

9. Administration

9.1 Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Furthermore, should any section or part of this Bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as being severable from the rest of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

9.2 "Schedule A" and "Schedule B" to this Bylaw form part of the Bylaw.

9.3 Any fee or penalty imposed under this Bylaw shall be to the benefit of the Municipal District of Lesser Slave River No. 124.

10. Enactment / Transition

10.1 Bylaw No. 2021-11 is hereby rescinded.

10.2 This Bylaw shall come into force and effect upon signing.

READ a first time,

this 26th day of March, 2025.

READ a second time,

this _____ day of _____, 2025.

READ a third time and finally passed,

this _____ day of _____, 2025.

_____
Reeve

_____
Chief Administrative Officer

Schedule A: Animal Units

This Schedule is applicable to the keeping of Animals in the Residential Serviced (RS), Residential Un-Serviced (RUS) and Urban Reserve (UR) districts only, as defined in the Municipal District's Land Use Bylaw.

In these districts, Animals may be kept in accordance with the Animal Types and Units as specified in the "Animal Chart" below, which is applicable to lots equal to or greater than one acre (ac) in size. For lots less than one acre in size, the following combination of Animal Types are permitted: Fowl, rabbits, and beehives (but only up to a maximum of two beehives), to a maximum of 1 animal unit in total.

A total combination of one Animal Unit will be permitted per every acre of land.

Animal Chart (for RS, RUS, and UR Districts- with lots equal to or greater than one acre in size):

Animal Type*	# of animals = 1 Animal Unit
Horse (over 1 year old)	1
Foals (up to 1 year old)	1
Cow/Bison (over 1 year old)	1
Calf (up to 1 year old)	1
Llama	1
Alpaca	2
Pig (over 1 year old)	1
Piglet (up to 1 year old)	2
Fowl – hens, duck, geese, turkey, quail, pigeons, pheasants, guinea fowl	12
Seasonal meat birds	24
Sheep	2
Goat	2
Rabbits (and similar rodents)	20
Other fur bearing animals	1
Beehives (lots less than one acre = maximum of two beehives)	2

**Animals that are not weaned are not counted towards Animal units.*

Schedule B: Penalties/Fees

Section	Violation	Penalty/Fee
3.2	Failure to obtain a dog or cat license	$60.00
3.10	Failure to ensure that a collar and license tag are worn when a Domestic Animal is off the premises of the owner	$60.00
3.13	Permit an Animal to be At Large	$100.00
3.18	Keeping of Wild Boar/feral swine	$500.00
3.19	Permit an Animal to bark, howl, crow, make excessive noise, or in any manner disturb the quiet of any person	$400.00
3.20.1	Permit an Animal to run at, bite, attack, threaten, harass, chase, kill or injure any person including, but not limited to, when such person is on a bicycle, horseback, or while walking or running	$500.00
3.20.2	Permit an Animal to run at, bite, attack, threaten, harass, chase, kill or injure any Livestock, Fowl, or Domestic Animals	$500.00
3.20.3	Permit an Animal to run at, bite, attack, bark at automobiles, or other vehicles	$500.00
3.20.5	Permit an Animal to Cause damage to property or other Animals	$100.00
3.20.6	Permit an Animal to upset any garbage receptacle or scatter the contents of any garbage receptacles	$100.00
3.20.7	Permit an Animal to chase or harass wildlife or other animals	$100.00
3.20.8	Permit an Animal to not be under Physical Control	$100.00
3.21	Failure to confine and house a female Domestic Animal in heat	$100.00
3.33	Abandon any Animal	$500.00
4.4	Failure to confine a Vicious Animal	$500.00
6.4.3	Impoundment Fees per twenty-four (24) hour period or portion thereof	$100.00
7.3	Second or subsequent offence within one (1) year	Double the penalty amount of the first offence
8.4	Interfere, hinder, delay or obstruct with enforcement of the Domestic Animal Control Bylaw Animal Control Bylaw	$500.00
8.5	Deliberate/willful cause harm to an Animal	$500.00

Lesser Slave River

Request for Decision

Title:	Land Use Bylaw (LUB): Second Reading
Date:	7/9/2025
Presented By:	Barry Kolenosky, Chief Administrative Officer & Molly Fyten, Director (Contractor), Strategic Projects & Initiatives
Attachments:	Updated Proposed Land Use Bylaw (LUB), Bylaw 2025-07: DRAFT – Redlined and Clean Copies Land Use Bylaw (LUB), Bylaw 2025-07: "Bylaw Cover Sheet" Current Land Use Bylaw, 2021-17 MDP/LUB Comment Tracker (Public Hearing Feedback and Discussion Items)- Updated following Council's strategic Session held June 26, 2025 Proposed Revisions Council Workbook (June 2025) – updated following public hearing (held June 10, 2025)

Proposed Motion(s)	That Council moves to give second reading to the Land Use Bylaw, Bylaw 2025-06, as amended.
Administration's Recommendation(s)	As proposed.

BACKGROUND:

Over the duration of the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) alignment and amendment project, a number of public engagement/consultation opportunities and strategic sessions with Council have been held. The overall process has included the updating of definitions and content to ensure clarity, alignment with legislation, and overall alignment of all related MD documents, including the Animal Control Bylaw.

Public feedback has been received through various platforms provided by the MD throughout the entire consultation process, including online surveys, public open-houses, and other communication channels including email and phone. An extensive education and awareness campaign has been ongoing throughout the process, which continues to put public engagement at the forefront.

To ensure continued public dialogue and adherence to legislative requirements, a public hearing was recently held on June 11, 2025 at the Northern Star Hotel in Slave Lake, Alberta. This provided an opportunity for any residents to attend to speak in favor of, or against, the proposed Municipal Development Plan Bylaw 2025-06, and the Land Use Bylaw 2025-07. An option to participate virtually or submit written feedback was also provided (all written submissions were verbally read during the hearing). As part of the hearing, background information was provided to the attendees, along with numerous informative handouts and hard copies of the proposed documents. All documents, in addition to other educational resources, were also provided online well in advance of the public hearing. 14 residents attended this public hearing, in addition to administration, Council, and planning experts.

Administration has since compiled and reviewed all of the feedback received during the public hearing, along with response comments or revisions incorporated into the documents, in addition to items requiring further discussion with Council (as presented in the MDP/LUB Comment Tracker). This information was presented to Council for further discussion and direction, during a strategic session held on June 26, 2025. All current revisions to-date have been reflected in the updated documents, as attached. The public workbook, as used as an ongoing educational and awareness tool, has also been updated following the public hearing to reflect some of the highlighted revisions (the full range of proposed revisions can be found in the tracker tool, which outlines any corresponding sections of the MDP or LUB that have been changed, for cross reference). The redlined version (showing tracked changes) and clean copy (inclusive of changes) of the bylaw has been provided, in addition to the “cover sheet” which will be included in the final document. The LUB document has received its first reading by Council (on May 14, 2025), and is now being presented in its current, proposed state for Council’s second reading at this time. It is anticipated that the document will be brought back, in its final state, for Council’s third and final readings on August 13, 2025 (tentatively scheduled).

Administration has continued to review all bylaw documents, processes, and motions with legal, to ensure all final documents are reflective of their recommendations and legislative practices.

The draft LUB in its current state is primarily for content purposes, and will require additional graphic attention to evolve into its final state, prior to final reading. Following Council’s final approval of the document, administration will continue to review and streamline current planning processes, and update internal administrative guidelines and tools as needed. As part of the final stage, communication expertise will be utilized to update all user-based platforms (ex: interactive forms and matrix flowcharts on the website). These documents will provide the guidelines and overall framework to assist staff and educate residents when it comes to planning and development related activities.

The MD plans to host a series of orientation workshops in the fall of 2025 to help residents, developers and other stakeholder groups understand, adopt, and begin putting the new legislation into practice.

The remaining steps for rolling out the new MDP and LUB framework are listed below. All dates indicated remain tentative, and are subject to change to accommodate scheduling conflicts, competing priorities, or the need for final refinements:

July 2025:

- Public release of draft documents, following second readings
- Enhanced education and communication activities including MD website updates

August 2025:

- Council's final readings of draft Animal Control Bylaw (ACB), MDP & LUB (tentatively August 13, 2025)

Fall of 2025:

- Schedule and host community workshops

Prepared By: Molly Fyten, Director (Contractor), Strategic Projects & Initiatives
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

BYLAW 2025-07

A BYLAW OF THE MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ADOPTING A LAND USE BYLAW

WHEREAS Section 640(1) the Municipal Government Act, RSA 2000, and amendments thereto, requires that every Council of a municipality must adopt a Land Use Bylaw; **AND WHEREAS** a new Land Use Bylaw has been prepared in accordance with the Municipal Government Act, RSA 2000, and amendments thereto;

NOW THEREFORE the Council of Municipal District of Lesser Slave River No. 124 in the Province of Alberta, duly assembled, hereby enacts as follows:

1. THAT the Municipal District of Lesser Slave River No. 124 Land Use Bylaw, being Schedule “A” attached hereto, is hereby adopted.

2. THAT Bylaw 2021-17 and amendments thereto is hereby rescinded.

3. THAT this Bylaw come into effect upon the Third Reading thereto.

READ for a first time this 14th day of May, 2025

READ for a second time this ___th day of Month, YYYY

READ for a third and final time this ___th day of Month, YYYY

_____

Murray Kerik, Reeve

_____

Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Request for Decision

Title:	Municipal Development Plan (MDP): Second Reading
Date:	7/9/2025
Presented By:	Barry Kolenosky, Chief Administrative Officer & Molly Fyten, Director (Contractor), Strategic Projects & Initiatives
Attachments:	Updated Proposed Municipal Development Plan (MDP), Bylaw 2025-06: DRAFT-Redlined and Clean Copies Municipal Development Plan (MDP), Bylaw 2025-06: "Bylaw Cover Sheet" Current Municipal Development Plan, 2012-09 MDP/LUB Comment Tracker (Public Hearing Feedback and Discussion Items)- Updated following Council's strategic Session held June 26, 2025 Proposed Revisions Council Workbook (June 2025) – updated following public hearing (held June 10, 2025)

Proposed Motion(s)	That Council moves to give second reading to the Municipal Development Plan, Bylaw 2025-06, as amended.
Administration's Recommendation(s)	As proposed.

BACKGROUND:

Over the duration of the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) alignment and amendment project, a number of public engagement/consultation opportunities and strategic sessions with Council have been held. The overall process has included the updating of definitions and content to ensure clarity, alignment with legislation, and overall alignment of all related MD documents, including the Animal Control Bylaw.

Public feedback has been received through various platforms provided by the MD throughout the entire consultation process, including online surveys, public open-houses, and other communication channels including email and phone. An extensive education and awareness campaign has been ongoing throughout the process, which continues to put public engagement at the forefront.

To ensure continued public dialogue and adherence to legislative requirements, a public hearing was recently held on June 11, 2025 at the Northern Star Hotel in Slave Lake, Alberta. This provided an opportunity for any residents to attend to speak in favor of, or against, the proposed Municipal Development Plan Bylaw 2025-06, and the Land Use Bylaw 2025-07. An option to participate virtually or submit written feedback was also provided (all written submissions were verbally read during the hearing). As part of the hearing, background information was provided to the attendees, along with numerous informative handouts and hard copies of the proposed documents. All documents, in addition to other educational resources, were also provided online well in advance of the public hearing. 14 residents attended this public hearing, in addition to administration, Council, and planning experts.

Administration has since compiled and reviewed all of the feedback received during the public hearing, along with response comments or revisions incorporated into the documents, in addition to items requiring further discussion with Council (as presented in the MDP/LUB Comment Tracker). This information was presented to Council for further discussion and direction, during a strategic session held on June 26, 2025. All current revisions to-date have been reflected in the updated documents, as attached. The public workbook, as used as an ongoing educational and awareness tool, has also been updated following the public hearing to reflect some of the highlighted revisions (the full range of proposed revisions can be found in the tracker tool, which outlines any corresponding sections of the MDP or LUB that have been changed, for cross reference). The redlined version (showing tracked changes) and clean copy (inclusive of changes) of the bylaw has been provided, in addition to the “cover sheet” which will be included in the final document. The MDP document has received its first reading by Council (May 14, 2025), and is now being presented in its current, proposed state for Council’s second reading at this time. It is anticipated that the document will be brought back, in its final state, for Council’s third and final readings on August 13, 2025 (tentatively scheduled).

Administration has continued to review all bylaw documents, processes, and motions with legal, to ensure all final documents are reflective of their recommendations and legislative practices.

The draft MDP in its current state is primarily for content purposes, and will require additional graphic attention to evolve into its final state, prior to final reading. Following Council’s final approval of the document, administration will continue to review and streamline current planning processes, and update internal administrative guidelines and tools as needed. As part of the final stage, communication expertise will be utilized to update all user-based platforms (ex: interactive forms and matrix flowcharts on the website). These documents will provide the guidelines and overall framework to assist staff and educate residents when it comes to planning and development related activities.

The MD plans to host a series of orientation workshops in the fall of 2025 to help residents, developers and other stakeholder groups understand, adopt, and begin putting the new legislation into practice.

The remaining steps for rolling out the new MDP and LUB framework are listed below. All dates indicated remain tentative, and are subject to change to accommodate scheduling conflicts, competing priorities, or the need for final refinements:

July 2025:

- Public release of draft documents, following second readings
- Enhanced education and communication activities including MD website updates

August 2025:

- Council’s final readings of draft Animal Control Bylaw (ACB), MDP & LUB (tentatively August 13, 2025)

Fall of 2025:

- Schedule and host community workshops

Prepared By: Molly Fyten, Director (Contractor), Strategic Projects & Initiatives
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

BYLAW 2025-06

A BYLAW OF THE MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ~~ADOPTING A~~AMENDING THE MUNICIPAL DEVELOPMENT PLAN

WHEREAS, Section 632(1) of the Municipal Government Act, RSA 2000, and amendments thereto, requires that every Council of a municipality must by Bylaw adopt a Municipal Development Plan;

AND WHEREAS Council of the Municipal District of Lesser Slave River No. 124 enacted Bylaw 2012-09;

AND WHEREAS Council of the Municipal District of Lesser Slave River No. 124 wishes to amend Bylaw 2012-09;~~a Municipal Development Plan has been prepared in accordance with Section 632(3) of the Municipal Government Act, RSA 2000, and amendments thereto;~~

AND WHEREAS, notice of ~~the proposed Bylaw~~the amended Municipal Development Plan and Public Hearing was given ~~pursuant to Section 606(2) of~~in accordance with the Municipal Government Act, RSA 2000, c M-26 and amendments thereto;

NOW THEREFORE the Council of Municipal District of Lesser Slave River No. 124 in the Province of Alberta, duly assembled, hereby enacts as follows:

1. THAT Bylaw 2012-09, the Municipal Development Plan, is hereby amended in accordance with the blackline copy of the Municipal Development Plan, attached hereto as Schedule "A".~~the Municipal District of Lesser Slave River No. 124 Municipal Development Plan, being Schedule "A" attached hereto, is hereby adopted.~~

~~1.~~2. THAT all other provisions of Bylaw 2012-09, the Municipal Development Plan, shall remain unamended and in full force and effect, with the exception of any section numbering which has been modified by this Amending Bylaw.

~~2.~~3. Should any provision of this bylaw become invalid, void, illegal, or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provisions had not been invalid.~~THAT Bylaw 2012-09 and amendments thereto is hereby rescinded.~~

~~3.~~4. THAT this Bylaw come into effect upon the Third Reading thereto.

READ for a first time this 14th day of May, 2025~~Month, YYYY~~

READ for a second time this ___th day of Month, YYYY

READ for a third and final time this ___th day of Month, YYYY

_____

Murray Kerik, Reeve

_____

Barry Kolenosky, Chief Administrative Officer

MUNICIPAL DEVELOPMENT PLAN
&
LAND USE BYLAW

UPDATED-PROPOSED REVISIONS
WORKBOOK

Council Strategic Session June 26, 2025

WORKBOOK HAS BEEN UPDATED TO HIGHLIGHT PROPOSED REVISIONS, AND ADDRESSES FEEDBACK RECEIVED DURING THE PUBLIC HEARING HELD JUNE 11, 2025. ALL PROPOSED CHANGES HAVE BEEN INCORPORATED INTO THE CLEAN COPIES OF THE DRAFT MDP AND LUB DOCUMENTS

Lesser Slave River

BACKGROUND:

The Municipal Development Plan (MDP) and Land Use Bylaw (LUB) alignment and amendment project has included the updating of definitions and content in the existing documents to ensure clarity, alignment with legislation, and overall alignment of all related MD documents (including the Animal Control Bylaw (ACB)). This project has aimed to be reflective of landowner priorities, and inclusive of both existing challenges and future opportunities related to land use planning and growth management. Additional project goals include streamlining and simplifying the development process, improve consistency and transparency, and encourage economic growth.

Over the course of this process, a number of public engagement/consultation opportunities and strategic sessions with Council have taken place. Three well-attended open house events took place in September of 2024, where residents had an opportunity to provide feedback regarding proposed amendments to the MDP and LUB. Prior to these events, the MD also circulated two online public surveys to help collect feedback. To maximize community engagement, attendees at the open house events were given an additional opportunity to share their perspectives via these surveys. Two of the main goals of the public engagement activities were to gather constructive community feedback on the key updates being proposed, and share this data with Council prior to any final decisions being made. A copy of the original survey results can be found here: https://mdlsr.ca/building-development/land-use-planning-updates/background-and-community-input

Since the release of these surveys, Council and administration has conducted a number of strategic sessions, providing a chance to review all of the public feedback received by the MD throughout the entire consultation process, including the online surveys, public open-houses, and other communication channels including email and phone. This feedback has been reviewed in conjunction with existing legislation, Council's strategic priorities, and internal and external technical expertise, including professional planners and specialized land-use planning lawyers. This ongoing review process has been vital to the integrity and enforceability of the updated documents. The MD has also undertaken extensive research, looking at how other municipalities have addressed similar planning challenges. This comparative analysis has helped to inform the development of effective and forward-thinking amendments, while striving for accurate, efficient and effective public service.

Administration continues to receive public input regarding the MPD and LUB update project, and the MD will be providing a public hearing opportunity for the proposed documents on June 11, 2025, giving residents an additional opportunity to express their input. For more information on this opportunity, please email: info@mdlsr.ca.

The MD is also planning to host a series of orientation workshops in the fall to help residents, developers, and other groups understand, adopt, and begin putting the new legislation in place.

Once the new MDP and LUB is adopted:

- They'll guide how land is used and developed in the MD for years to come.
- Council and staff will use them to make fair, consistent, and transparent decisions.
- The MD will continue to review and update as needed based on community need.

Lesser Slave River

The following content of this workbook provides the current **highlights** of the proposed amendments to the MDP and LUB documents. Please visit https://www.mdlsr.ca/building-development for the most current information and resources (including copies of the entire documents reflecting all proposed amendments in their current state, and a list of frequently asked questions).

THE PLANNING HIERARCHY

The diagram below illustrates the overall hierarchy of plans and planning- related strategies in the province of Alberta.

All plans at the bottom of the diagram must conform to the plans that appear above them. This means that all plans under the MD's purview, including the *Municipal Development Plan*, *Area Structure Plans*, and *Land Use Bylaw, and the Intermunicipal Development Plan* between the MD and the Town of Slave Lake, must all conform to the *Municipal Government Act*.

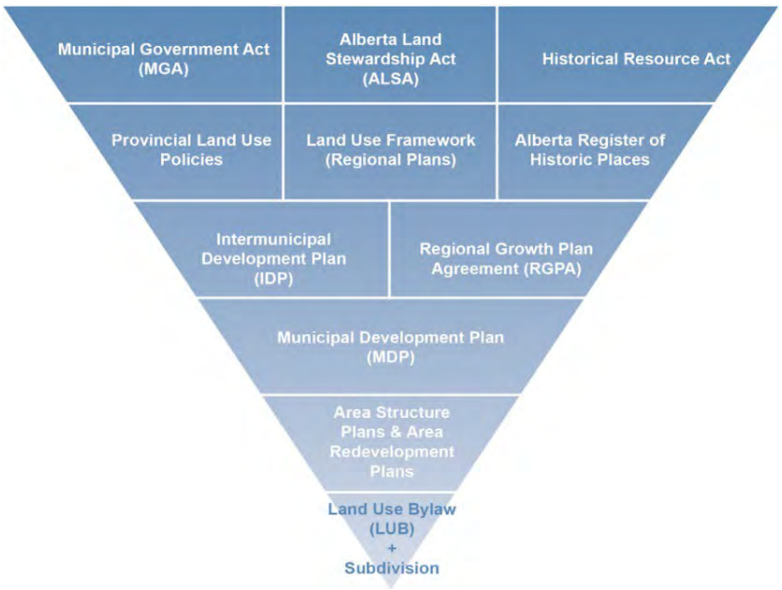
The Government of Alberta and other entities periodically change the higher-level statutory regulations shown in this diagram. When this occurs, the MD must, in turn, update its statutory plans to ensure compliance.

MUNICIPAL DEVELOPMENT PLAN (MDP)

BACKGROUND:

MDP stands for *Municipal Development Plan*. The highest-level planning document of any municipality, the MDP is a long-range land use and development blueprint. An MDP outlines a vision for how land will be used, protected, and developed over time; where homes, farms, businesses, and industry should go; and how the environment, roads, water, and other infrastructure will be managed. It also explains how our planning and development processes work within the MD. All other plans that the MD has must align with our MDP. This document sets the framework for development in the MD over the long term.

PROPOSED REVISIONS FOR THE MDP:



Lesser Slave River

Area Structure Plan (ASP) and Outline Plan Requirements:

ASP's: An area structure plan (ASP) provides a more detailed planning framework for how land will be subdivided and developed over time, typically for larger areas poised for new growth. An ASP is a statutory document, meaning the MD must adopt it through a bylaw.

ASPs detail the types of land uses envisioned, the servicing required, transportation networks, and the phasing and staging of development. ASPs are important tools for establishing planning policies for specific areas within the MD, such as those with environmental sensitivities or where potential land use conflicts may arise over time.

The proposed amendments to the MDP regarding ASP's have been suggested in order to:

- *Allow the MD to deem whether an ASP should be created or updated, either by the MD or by an applicant*
- *Provide additional details on when an ASP may be required and what type of information should be provided*

This amendment provides greater flexibility for the MD to request an ASP as part of a proposed development, clarifies the criteria for when an ASP may be required, and provides greater detail on the type of information that needs to be presented in an ASP. This will help to clarify for developers and residents when ASPs may be required for development

❖ Suggested revision for the document itself:

Area Structure Plan

a. In accordance with section 633 of the Act, the MD may adopt an ASP as a framework for subsequent subdivision and development of an area of land. An ASP must describe:
   a. the sequence of development proposed for the area
   b. the land uses proposed for the area, either generally or with respect to specific parts of the area
   c. the density of population proposed for the area, either generally or with respect to specific parts of the area
   d. the general location of major transportation routes and public utilities

b. In accordance with the Act, an ASP may contain any other matters, including matters relating to reserves, as Council considers necessary.

c. The MD may require an Area Structure Plan (ASP) to be created as part of an application for subdivision, rezoning, or development, in accordance with the Act.

d. The MD shall deem if an ASP is necessary in accordance with the MD's Area Structure Plan Policy.

e. The MD may, at its discretion, initiate the preparation of an ASP or initiate the review of an existing ASP.

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f. In accordance with the hierarchy of statutory plans established in the Act, all ASPs in the MD must be consistent with this MDP.

Outline Plans: Outline Plans are non-statutory and provide a greater level of detail than ASPs. They provide more detailed layouts for land uses, including proposed lot lines, zoning, and how utilities will be provided. They are more detailed than an ASP but less detailed than a subdivision plan. They are a good tool for the MD to use in cases where an ASP may not be in place, but the scale of development does not warrant the development of a full-scale ASP.

The proposed amendments to the MDP regarding Outline Plans have been suggested in order to:

- *Allow the MD to deem whether an Outline Plan should be created or updated, either by the MD or by an applicant*
- *Provide additional details on when an Outline Plan may be required and what type of information should be provided*

Similar to the foregoing ASP amendments, the outline plan amendments provide greater flexibility for the MD when evaluating land development applications and more clarity and certainty to applicants as to what information may be required.

- Suggested revision for the document itself:

Outline Plan

The MD may require the preparation of an Outline Plan where:

a) No ASP exists or is in effect in the proposed area for development;

b) The proposed area of land for development does not meet the requirements for an ASP as outlined in the MD's Area Structure Plan Policy; or

c) When the Development Authority requires greater detail to assess proposed lot configuration, access, servicing, or environmental considerations.

The MD shall deem if an Outline Plan is necessary in accordance with the MD's Outline Plan Policy.

Some of the specific requirements for ASPs as previously listed in the MDP have been removed from the original MDP section and are now referenced in the new ASP and Outline Policies and Procedures, as previously reviewed by Council- see related documents below. These documents will be provided to the public in the near future and will provide applicants with all of the relevant information and requirements upfront, as a 'one-stop-shop,' which assists with education and awareness before going into the process. It also helps provide clarity on when the various plans are required, and the requirements for technical reports (i.e., provides the 'Why' and 'How').

- Related documents (as previously reviewed by Council- to be provided to the public in the near future):
  - Area Structure Plan (ASP) Policy & Procedure- NEW

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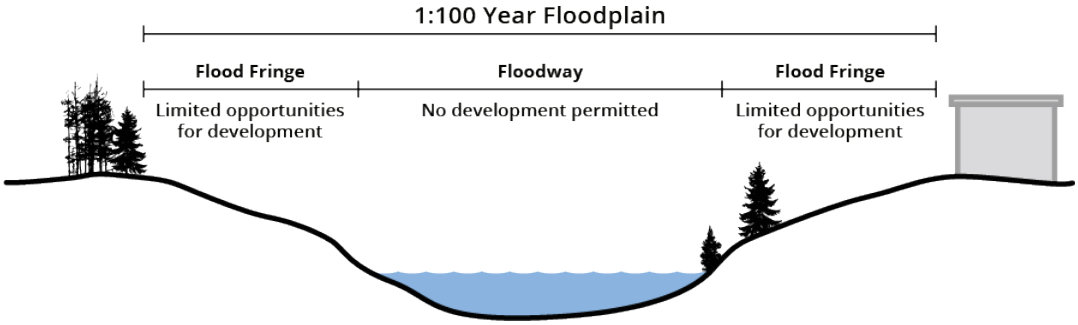
- ASP Checklist - NEW
- Outline Plan Policy & Procedure- NEW
- OP Checklist- NEW

Development in Areas at Risk of Flooding:

Parts of the MD are subject to potential flooding, as identified through ongoing flood mapping and other studies.

To protect the MD and residents and businesses from potential risks created by developing in areas at risk of flooding, new language defining a floodplain has been added to the MDP, as well as policy for how the MD will approach new development proposals in these areas.



The MD defines a floodplain as an area of land bordering a waterbody or watercourse that would be inundated by a 1:100 year flood event, as determined by the Province. The floodplain is comprised of both the flood fringe and floodway. The flood fringe is the portion of the floodplain that is outside the floodway, with water flows typically more shallow and slower than in the floodway. The floodway is the area of the floodplain where water flows are deepest, fastest, and most destructive, typically consisting of the main channel of a waterbody and some of the overbank area.

Amendments to the MDP related to development in floodplains include:

- *Prohibiting new permanent structures from being developed unless information is provided by a qualified professional that indicates the floodplain does not impact development or adequate flood proofing techniques are used to the satisfaction of the MD*
- *Allowing for existing buildings in the floodplain, including the floodway, to remain. Intensification of uses is prohibited. Rebuilding after destruction or major damage may be considered at the discretion of the MD.*

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- *Identifies Development Agreements and caveats on title as tools the MD may use to reduce risk to the municipality should development or redevelopment occur within the floodplain*

Permits existing, legally established buildings entirely or partly within the flood fringe to be maintained or repaired, with additions or alterations permitted where flood mitigation measures are used to the satisfaction of the MD

❖ Suggested revision for the document itself:

- Flooding: Addition of 1.8.2-1.8.4 (changes noted in blue-print below) to clarify how the flood plain is defined, and how the MD can deal with current and new development in flood-prone areas (flooding is also addressed further in the LUB):

1.8.1 Parts of the MD are subject to potential flooding, as identified by ongoing flood mapping and studies.

No new subdivisions or permanent structures shall be permitted within the 1:100 year flood plain of any river, stream or lake shore unless an assessment prepared by a qualified professional determines that the flood plain does not impact the development, or if proper flood proofing techniques are applied which will mitigate the impact. A certificate from a qualified, registered professional engineer shall be required to confirm that the development has been properly flood proofed.

The MD should work with Provincial authorities to continuously update flood hazard mapping and maintain appropriate risk management for areas that flood.

Municipal assets and infrastructure should be upgraded to withstand flooding events within the 1:100 year flood plain.

The MD should maintain ongoing dialogue with the Alberta Safety Codes Authorities working within the MD to ensure that they are only issuing permits that meet the appropriate flood proofing measures within areas identified in the LUB and by the as being at risk for flood hazards.

1.8.2 **(Newly Added):**

The floodplain is considered to be the area of land adjacent to a river, stream, or lake that is subject to flooding during a 1:100 year flood event. The flood plain consists of both the flood fringe and the floodway.

A floodway is defined as the portion of the floodplain where floodwaters are deepest and fastest. No new development is permitted in the floodway.

A flood fringe is defined as the outer portion of the floodplain, where floodwaters are shallower and slower-moving. Development in the flood fringe may be allowed with appropriate flood-proofing and mitigation, as approved by the Development Authority.

1.8.3 As per Section 643 of the MGA, buildings or uses lawfully in existence before new flood-related regulations were introduced can be considered as legal, non-conforming uses. The MD will allow for existing buildings in the floodway to remain. However, expansion and intensification of use is prohibited. Rebuilding after destruction or major damage may be considered at the discretion of the Development Authority, provided that a Development Agreement is entered into and registered as a caveat on title that indemnifies the MD of any liability.

1.8.4 Existing legally established buildings entirely or partly within the flood fringe may be maintained or repaired. Additions or structural alterations may be permitted where flood mitigation measures, including but not limited to minimum finished floor elevations, are incorporated to the satisfaction of the Development Authority.

ADDITIONAL PROPOSED REVISIONS, AS PRESENTED:

- Overall restructuring of MDP document, including re-formatting and re-organization of content to *ensure ease of flow for reader (*graphic design work, including 'branding', updated MDP maps and local aerial drone images/cover-pages to be inserted before publishing)
- Overall grammatical and legal cleanup
- Additional references to Municipal Servicing Standards (a separate municipal document that outlines the minimum allowable levels to which construction/development improvements within a municipality are to be built). – *This ensures alignment between documents and overall requirements by the MD*
- Addition of clause (1.3.1): MDP needs to be consistent with the Inter-Municipal Development Plan (IDP); IDP prevails if there is inconsistency between MDP & IDP

In general, these changes will help improve readability and flow of information, and to ensure consistency with provincial and other legislation as necessary

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LAND USE BYLAW (LUB)

BACKGROUND:

LUB stands for *Land Use Bylaw*. The LUB is the rulebook for implementing the MDP and guiding development in the MD. It sets out detailed regulations that control what can be built where, including how tall buildings can be, how far they must be from roads and neighbours, and what types of businesses or land uses are allowed in different areas. All land use applications must adhere to the Land Use Bylaw.

PROPOSED REVISIONS FOR THE LUB:

Shouses:

Introduction of “Shouse” (shop + house combo) as a discretionary use in Residential Serviced (RS), Residential Un-Serviced (RUS), Agricultural (Ag) and Urban Reserve (UR)districts, with new regulations.

These revisions provide the community with flexibility and affordable building options, while maintaining aesthetics, safety, and overall consistency for community planning

- Suggested revision for the document itself:

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See example of table from RS District below:

PERMITTED AND DISCRETIONARY USES

7.2.2 The following uses shall be permitted or discretionary, with or without conditions, provided the application complies with the regulations in this district and this Bylaw:

Permitted Uses	Discretionary Uses
Accessory Building(s) to Permitted Uses	Accessory Building(s) to Discretionary Uses
Bed and Breakfast Establishment – up to three (3) guest rooms	Bed and Breakfast Establishment – greater than three (3) guest rooms
Community Garden	Community Uses
Community Supported Agriculture	Day Care Services
Dwelling, Semi-Detached	Day Home
Dwelling, Single-Detached	Dwelling, Fourplex
Garage Suite	Dwelling, Multi-Unit
Group Home – up to six (6) persons	Dwelling, Townhouse
Guest House	Dwelling, Triplex
Hobby Greenhouse	Group Home – greater than six (6) persons
Home Occupation – up to three (3) employees on-site	Heavy Truck Storage, personal – up to one (1) unit
Public Utilities	Home Occupation – greater than three (3) employees on-site
Recreational Vehicle – Park Model	Home Park
Secondary Suite	Kennels
	Recreational Uses
	Recreational Vehicle – greater than two (2) units
	Shouse
	Supportive Housing

- Addition to the 'Specific Use Regulations' section for the RS District, RUS District, A District, and UR District.

See example from RS District below:

SPECIFIC USE REGULATIONS – DWELLING, SHOUSE (DISCRETIONARY)

7.2.7 Specific regulations for **Dwelling, Shouse**

(a) Shouse development shall be subject to specific use regulations contained in Section 10.14 of this Land Use Bylaw; and

(b) The shouse shall follow the visual appearance requirements in Schedule "A" of this Bbylaw.

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- Addition to the 'General Regulations' Section 8:

8.12 Dwelling Units

8.12.1 Unless otherwise specified within a Land Use District, the maximum number of combined dwelling units of any type, including, but not limited to, garage suites, guest houses, shouses, and secondary suites on a titled parcel shall be in accordance with the following:

Lot Size (ac)	Number of Dwelling Units and Suites*
0 – 4.99	2
5 – 9.99	3
10 +	4

- Addition to 'Specific Use Regulations' Section 10:

10.14.1 A shouse means a building that combines a residential dwelling unit and a non-residential use, such as a workshop, garage, or storage space, within a single structure. The dwelling unit and shop may be physically connected but shall serve distinct and compatible functions.

10.14.2 A shouse shall be considered a discretionary use in the Land Use Districts in which it is listed and may be approved only at the discretion of the Development Authority, based on the criteria in this Bylaw and Schedule A: Discretionary Use Evaluation Criteria.

10.14.3 A shouse may only be considered on parcels that are 2.0 acres (0.81 hectares) or larger. Shouses shall not be permitted on smaller lots unless a variance is granted by the Development Authority in accordance with Section 8.3 – Variances.

10.14.4 The residential component of the shouse shall:

(a) comply with all applicable provisions for a Dwelling, Single Detached, including minimum floor area and setbacks;

(b) be clearly contained within the building floorplan; and

(c) meet all requirements of the Alberta Building Code for residential occupancy.

10.14.5 The non-residential (shop) component of the shouse:

a) Shall be used for personal storage purposes only, unless otherwise approved by the evelopment Authority.

10.14.6 Where a shouse is proposed as a primary residence, the Development Authority may require the submission of:

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a) a site plan and elevation drawings that show the form and character of both components;

b) details confirming servicing for both residential and non-residential functions; and

c) information on the proposed use of the non-residential (shop) component, including potential business activity, equipment storage, and vehicle usage.

- Clarity also added to General Definitions and Use Definitions:

SHOP	means a non-residential building or portion of a building used for storage, fabrication, repair, or maintenance of equipment, tools, or vehicles. A shop may be used for personal, agricultural, or light commercial purposes subject to the regulations of the applicable Land Use District. A shop may not be attached to a dwelling and shall not be used as a principal dwelling or for residential occupancy, unless expressly permitted under this Bylaw (e.g. shouse).

Dwelling, Shouse	means a building that combines a primary residential dwelling unit and a non-residential secondary use, such as a workshop, garage, or storage space, within a single structure. The dwelling unit and shop may be physically connected but shall serve distinct and compatible functions.

- Added to the 'Possible Discretionary Use Assessment Criteria Tables' (Schedule A):
  See example from the RS District table

	POSSIBLE ASSESSMENT CRITERIA												
DISCRETIONARY USE *(use definitions can be found in Section 16)*	VISUAL APPERENCE	TRAFFIC/ ACCESS	NOISE	ODOR	LIGHT	DUST	VIBRATION	ENVIRONMENTAL	MUNICIPAL INFRASTRUCTURE	FISCAL	CUMULATIVE	SAFETY	COMPATIBILITY WITH ADJACENT LAND USES
Recreational Vehicle – *greater than two (2) units*	X	X	X			X			X		X	X	X
Shouse	X	X	X		X			X	X				X
Supportive Housing	X	X			X			X	X			X	

- Also added to the color coded 'Land Use Summary Table' (Schedule B), which summarizes all of the Permitted and Discretionary uses for all districts

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Accessory Buildings:

Clarity added regarding accessory buildings to ensure community safety and orderly, consistent, and aesthetically pleasing development.

- Suggested revision for the document itself:

8.9 Accessory Buildings

8.9.1 Accessory Buildings are permitted in all districts where they are subordinate to a principal building or use on the same lot, unless otherwise specified in this Bylaw.

8.9.2 All Accessory Buildings shall:

a) Comply with setback regulations of the applicable Land Use District;

b) Be included in the calculation of total lot coverage;

c) Not be located in the front yard in residential districts unless otherwise approved by the Development Authority; and

d) Comply with any applicable regulations in Section 10 – Specific Use Regulations and Schedule A – Discretionary Use Criteria, if applicable.

8.9.3 A new development permit shall be required where an Accessory Building:

a) is proposed to become or becomes the principal building on a lot; or

b) is proposed to contain or contains the primary use of the property (e.g. a dwelling, business, or commercial activity); or

c) is being converted or expanded in a way that alters its approved use or exceeds the development standards of the district.

8.9.4 No Accessory Building shall be built on a lot before a Principal Dwelling unit is developed on the lot in any Residential District. In all other districts, no Accessory Building shall be built on a lot before a Principal Building is developed on the lot, except where:

a) the Principal Building exists on an Abutting lot where the developer holds titles for both lots (to be specified in a caveat). If there is a title change for either lot, then the landowner of the lot with the Accessory Building must remove the Accessory Building or develop a Principal Building on the lot within one (1) year from the date of title change of either lot. The

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Development Authority must register against the title this requirement when these circumstances arise.

8.9.5 If an Accessory Building is constructed under the provision above and a Principal Building or use is not developed within one (1) year of the issued development permit, the landowner must be required to remove the Accessory Building unless an extension to the development permit has been granted by the Development Authority.

Definitions also revised to the following:

12.2 Use Definitions

12.2.1 The following words, terms, and phrases, wherever they occur in relation to uses in this Bylaw, shall have the meaning assigned to them in the following Table:

USE	DEFINITION
Accessory Building	A building or structure that is detached from the principal building and subordinate to the primary use of the land or principal building. An accessory building is typically located on the same or abutting parcel and used for purposes incidental to the primary use, such as storage sheds, detached garages, workshops, greenhouses, or gazebos.
ABUT/ABUTTING	means immediate or physically touching, and when used with respect to a parcel or development area, means that the development area or parcel physically touches upon another development area or parcel, and shares a boundary with it.

Sea Cans:

Clarity provided for sea cans, including maximum numbers allowed in specific districts. These revisions ensure that the maximum number of sea cans per property are appropriate based on the land use, while promoting community safety.

- Suggested revision for the document itself:

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10.13 Sea Cans

10.13.1 Sea cans can be used as an accessory structure for storage purposes only, unless the sea can has been transformed to meet the Alberta Building Code and any applicable Safety Code standard (i.e., becomes a dwelling).

10.13.2 Where a sea can is visible from a public road and/or neighbouring properties, landscaping, screening and/or fencing may be required to the satisfaction of the Development Authority, except in the Heavy Industrial District.

10.13.3 Sea cans shall not be allowed in any front yard in the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities CF), and Urban Reserve (UR) Districts.

10.13.4 Sea cans shall not be located in the regulated setback areas in any district.

10.13.5 Sea cans shall count towards the total lot coverage.

10.13.6 Sea cans shall not be stacked, unless the sea can has been transformed to meet the Alberta Building Code and any applicable Safety Code standard (i.e., becomes a dwelling).

10.13.7 In the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities (CF), and Urban Reserve (UR) districts, one sea can will be allowed for every 0.4 ha (1 ac) of land, with a maximum of two (2) sea cans in total. For lots less than 0.4 ha (1 ac) in size, one (1) sea can with a maximum size of 160 square feet may be allowed.

10.13.8 In the Commercial (C), Heavy Industrial (HI), and Light Industrial (LI) districts, two sea cans will be allowed for every 0.4 ha (1 ac) of land, with a maximum of ten (10) sea cans in total. In these districts, more than ten (10) sea cans may be permitted at the discretion of the Development Authority. In the Agricultural (A) districts, two sea cans are allowed for every 0.4 ha (1 ac) of land, with a maximum of ten (10) sea cans in total.

10.13.9 Sea cans shall be painted and/or sided to compliment the principal building on site, to the satisfaction of the Development Authority, within the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities (CF), and Urban Reserve (UR) Districts

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Animal Section

References to livestock and animal management have been removed from the MDP and LUB amendment process. These matters will now be addressed in a comprehensive, updated *Animal Control Bylaw, (ACB)*. *This shift allows for a clarified and relevant approach to municipal legislation within the new MDP, LUB and ACB documents*

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Council has recently given first reading to the ACB (on March 26, 2025). This Bylaw provides the overarching bylaw and regulations on the keeping of all animals within the municipality, specifying conditions for properties within parcel size and area zoning. Updates have been made to the Animal Chart and definitions. The draft ACB and the corresponding attachments (including a public FAQ) are now online for the public to view. Public educational workshops are being scheduled for the fall of 2025.

- Suggested revision for the document itself:

8.15 Keeping of Animals

8.15.1 Animals shall be kept in good animal husbandry and in accordance with the MD's Animal Control Bylaw and Responsible Animal Ownership Policy.

8.15.2 All applicable municipal, provincial and federal regulations shall be adhered to in relation to the keeping of animals in the MD.

- Related documents (as previously reviewed and approved by Council- now available online for the public):
  - Animal Control Bylaw- First reading received March 26, 2025 by Council
  - Responsible Animal Ownership Policy-NEW
  - Responsible Animal Ownership Procedure- NEW
  - Manure and Surface Water Management Plan- NEW
  - Animal Emergency Plan- NEW
  - Resources for Keeping Animals- NEW

Flooding

Suggested revisions have been made to support public and environmental safety, reduce municipal liability, and provide clarity for existing and new development within areas prone to flooding. These changes also ensure alignment with the MDP.

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- Suggested revision for the document itself (changes outlined in red in screenshot

6.2.1 The purpose of this Overlay is to provide for the safe and efficient use of lands which are within the defined floodplains in the MD, typically those areas defined as being within the 1:100-year floodplain, have experienced flooding, and/or are within 30 m of a water body.

6.2.2 All uses on lands where the Floodplain Protection Overlay applies (1:100 year floodplain, both the floodway and flood fringe) shall be considered discretionary, except for Public Utilities and Passive Recreation.

6.2.3 Recreational vehicles (RVs) may be permitted for seasonal or temporary accommodation within the flood fringe, subject to the following conditions:

(a) The RV shall be easily movable in the event of a flood risk and shall not be placed on a fixed or permanent foundation;

(b) The site must have safe access and egress during flood events; and,

(c) The RV should be anchored or secured to minimize movement during flood conditions, where appropriate.

6.2.4 The Development Authority shall not approve development permit applications that include new or replacement of permanent structures and buildings in areas that are partially or entirely within the Floodplain Protection Overlay, unless the applicant can demonstrate:

(a) that preventative engineering and construction measures can be used to make the site suitable for the proposed development or to protect the development from potential flooding hazards, stamped by a registered engineer;

(b) mitigation methods that meet any federal or provincial policies or regulations for building in flood-susceptible areas;

(c) that new permanent structures or building is elevated above the 1:100-year floodplain and is designed to be relocatable should the 1:100 year floodplain change. No basements are permitted for new construction or re-~~development~~development, and dwellings will be required to be constructed in a manner to enable them to be relocated in the future; and

(d) that the change or development of the site ~~should~~ will not direct water onto other properties.

~~(e)~~6.2.5 No wastewater facilities (including storage/septic tanks) or storage of hazardous materials are permitted in the 1:100 year floodplain, unless appropriate floodproofing measures are taken that meets all safety codes and CSA Standards.

~~6.2.5~~6.2.6 If the Development Authority approves any development permit application for lands within the Floodplain Protection Overlay, the developer shall be required to implement the preventive measures referred to in subsection ~~6.1.3~~6.2.4, and enter into a ~~written agreement that can be caveated or otherwise~~restrictive covenant that can be registered against the titles of the affected lands, that:

below):

(a) the developer and/or any subsequent landowners shall be responsible for any damage or loss caused by flooding, erosion or subsidence;

(b) the developer and/or any subsequent landowners shall indemnify the Municipal District of Lesser Slave River No. 124, and related parties, against any loss, damage or costs, etc.; and

(c) development on the lands shall be restricted so as to comply with the preventative measures referred to in subsection 6.~~1.3~~2.4, and in any further or other manner that the Development Authority deems appropriate.

~~6.2.6~~6.2.7 Regardless of subsection 6.~~1.3~~2.4, the municipality shall not approve development permit applications for development of land or erection of permanent structures or buildings that fall within any delineated floodway, with the exception of docks and/or boathouses that meet appropriate provincial and/or federal legislation and regulation.

~~6.2.7~~6.2.8 Where a development is proposed within the boundaries of the Floodplain Protection Overlay, the Development Authority may require the applicant to enter into a Development Agreement or agree to a restrictive covenant as a condition of the development permit.

~~6.2.8~~6.2.9 The purpose of the Development Agreement is to ensure that appropriate measures are in place to:

(a) mitigate the risk of ~~property~~ infrastructure damage, environmental impact, or public safety hazards due to flooding;

(b) ensure that any municipal infrastructure or services potentially impacted by the development are adequately protected, maintained, or upgraded;

~~(c) assign responsibilities related to drainage, grading, or floodproofing improvements;~~

~~(d)~~(c) limit liability to the MD with respect to future flood damage to infrastructure; and

~~(e)~~(d) document any required indemnification, maintenance responsibilities, or other site-specific provisions.

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ADDITIONAL PROPOSED REVISIONS, AS PRESENTED:

- Overall restructuring of LUB document, including re-formatting, re-organization and clean-up of content to *ensure ease of flow for reader* (graphic design work, including 'branding', new/updated flowcharts, updated schedules and land-use maps, and images/cover-pages to be inserted before publishing). Intent is to make images either local, or fully licensed (for any stock photos).
- Overall grammatical and legal cleanup.
- Development Agreement requirements (5.3)- details will be drafted into a new, separate policy instead, along with new templates for the 'long' and 'short' versions of the agreement (i.e., short-form agreements for simple projects and long-form ones for complex development). *This makes the process more flexible and efficient while still protecting the public interest*- in progress for Council's review and approval in the near future.
- Size of first parcel out in AG District for re-zoning exemption (7.4.11): changed from 10 hectares to 10 acres. *This helps to protect agricultural land and operations, reduce unnecessary rezonings, and help maintain rural character while allowing limited development*
- Additions under 'Topsoil Removal, Excavation, Stripping and Grading (8.25)- *allows the MD to ask for additional information on the development permit application form pertaining to these activities to ensure this activity is completed in a way that protects the environment and surrounding properties.*

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PROPOSED REVISIONS FOR THE LUB*, BASED ON FEEDBACK RECEIVED THROUGH PUBLIC HEARING:

The information below reflects highlights of the **main revisions being proposed as based on feedback received through the Public Hearing (held June 11, 2025), but does not reflect ALL revisions. Please refer to the updated DRAFT LUB document, which incorporates all revisions being proposed to-date.*

Floodplain Protection Overlay:

Additions made to the following sections (as outlined in purple):

6.2.5 No wastewater facilities (including storage/septic tanks) or storage of hazardous materials are permitted in the 1:100 year floodplain, unless appropriate floodproofing measures are taken that meets all safety codes and CSA Standards, including demonstrating that accesses and vents are above the flood level for the property.

DEVELOPMENT PERMIT APPLICATIONS

6.2.13 Development permit applications for building(s) and structure(s) that are located within the Floodplain Protection Overlay shall contain the following information, in addition to the information regularly requested as a part of the development permit application:

(a) the elevation of any proposed permanent structure or building certified by a registered engineer or surveyor;

(b) the elevation of any openings in the proposed permanent structure or building certified by a registered engineer or surveyor;

(c) the elevation of any floors in the proposed permanent structure or building certified by a registered engineer or surveyor;

(d) the elevation of any sewer or septic access and venting certified by a registered engineer or surveyor;

(e) the site drainage; and

(f) details on the building design that enable it to be relocatable.

These revisions ensure that access to septic holding tanks and vents are above the flood level for the property, which ensures public health and safety by minimizing the potential to have fecal matter contaminate any flooded areas.

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Development Regulations in Residential Un-Serviced (RUS) Districts:

Additions made to the following sections (as outlined in purple):

DEVELOPMENT REGULATIONS

7.3.3 Development regulations for development in the Residential Un-Serviced District are as follows. For illustrations, see Figure 9.

	REGULATION	PROVISION
1	Parcel Area (minimum)	1,860 m² (20,021 ft²)
2	Parcel Width (minimum) *Excludes 'flag' and 'pie' shaped lots, see 8.16.1*	15 m (49.2ft)
3	Site Coverage (maximum)	Fifty percent (50%)
	FOR PRINCIPAL BUILDING:	
4	Front Yard Setback (minimum)	7.5 m (24.6 ft)
5	Rear Yard Setback (minimum)	7.5 m (24.6 ft)
6	Side Yard Setback (minimum)	7.5 m (24.6 ft)
7	Height (maximum)	10.6 m (34.8 ft)
	FOR ACCESSORY BUILDING(S):	
8	Front Yard Setback (minimum)	7.5 m (24.6 ft)
9a	Rear Setback from Lot Line (minimum) – without driveway	0.9 m (3 ft)
9b	Side/ Rear Setback from Lot Line (minimum) – with driveway	5.5 m (18 ft)
10	Side Yard Setback (minimum)	1.2 m (3.9 ft)
11	Height (maximum)	8 m (26.3 ft)

7.3.4 For community areas adjacent to a lake and/or water course (Devonshire Rd:SW-18-73-5-5, Marten Beach, Broken Paddle, Lawrence Lake, and Chisholm), the Side Yard Setback minimum will be 3.0 m (9.84 ft).

7.3.5 Where there is an established pattern of development on adjacent parcels, the minimum front yard setback may be varied by the Development Authority to ensure that the proposed development is reasonably consistent with prevailing front setbacks of neighbouring dwellings and respects the existing visual character of the area.

Addition of note #2 provides a reference for clarity on setbacks for 'flag' and 'pie-shaped' lots.
Addition of 7.3.5 allows impact to existing development to be minimized if development is destroyed or new development is planned in certain areas.

Lesser Slave River

Development Within the Crown Land Districts:

Addition made to the following section (as highlighted):

OTHER REQUIREMENTS

7.9.5 Depending on the type, scale, or anticipated impact of the proposed development, the MD may require the applicant to enter into a road use agreement as a condition of development permit approval.

7.9.6 If the development leverages any other MD infrastructure, the applicant shall be required to enter into a Development Agreement with the MD for the use of the infrastructure.

7.9.7 If the Crown sells the land to another entity where it is no longer considered Crown Land, the owner will be required to amend this Bylaw to redistrict the lands to the appropriate district that meets the existing use or proposed use.

7.9.8 If the Crown signs a long-term lease agreement (20+ years) with an applicant, the MD shall align the use with the appropriate district and apply the applicable regulations of that district. The lands shall be redistricted accordingly.

(a) Where a long-term lease agreement (20+ years) has been entered into between the Crown and an applicant, the applicant shall provide written notice and a copy of the lease agreement (or confirmation thereof) to the MD as part of the development permit or redistricting application.

This provides clarity regarding the notification process between the applicant and the MD for long-term lease agreements in the Crown Land District.

Lesser Slave River

Sea Cans:

Addition made to the following section (as highlighted):

10.13 Sea Cans

10.13.1 Sea cans can be used as an accessory structure for storage purposes only, unless the sea can has been transformed to meet the Alberta Building Code and any applicable Safety Code standard (i.e., becomes a dwelling).

10.13.2 Where a sea can is visible from a public road and/or neighbouring properties, landscaping, screening and/or fencing may be required to the satisfaction of the Development Authority, except in the Heavy Industrial District.

10.13.3 Sea cans shall not be allowed in any front yard in the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities CF), and Urban Reserve (UR) Districts.

10.13.4 Sea cans shall not be located in the regulated setback areas in any district.

10.13.5 Sea cans shall count towards the total lot coverage.

10.13.6 Sea cans shall not be stacked, unless the sea can has been transformed to meet the Alberta Building Code and any applicable Safety Code standard (i.e., becomes a dwelling).

10.13.7 In the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities (CF), and Urban Reserve (UR) districts, one sea can will be allowed for every 0.4 ha (1 ac) of land, with a maximum of two (2) sea cans in total .For lots less than 0.4 ha (1 ac) in size, one (1) sea can with a maximum size of 14.86 metres (160 square feet) may be allowed.

10.13.8 In the Commercial (C), Heavy Industrial (HI), and Light Industrial (LI) districts, two sea cans will be allowed for every 0.4 ha (1 ac) of land, with a maximum of ten (10) sea cans in total. In the Agricultural (A) districts, two sea cans are allowed for every 0.4 ha (1 ac) of land, with a maximum of ten (10) sea cans in total.

10.13.9 Sea cans shall be painted and/or sided to compliment the principal building on site, to the satisfaction of the Development Authority, within the Residential Serviced (RS), Residential Un-Serviced (RUS), Community Facilities (CF), and Urban Reserve (UR) Districts.

10.13.10 Sea cans may be considered temporary uses when used for short-term storage, not placed on a permanent foundation, no servicing is provided, and if used for less than 90 days in a calendar year.

Provides clarity around the term 'temporary'

Lesser Slave River

Development Permit Exemptions (8.2):

Addition made to the following section (as highlighted):

TEMPORARY BUILDINGS/ STRUCTURES	The erection, construction or maintenance of a temporary building or structure which is necessary only for the construction, alteration, renovation, maintenance, or marketing of a building or development for which a development permit has been issued. A development permit is required to convert a temporary building / structure into a permanent structure. Temporary use means a use or structure intended to exist for a limited period not exceeding 12 consecutive months, unless otherwise approved by the Development Authority

Provides clarity around the term 'temporary' in relation to time limits and development permits, and the conversion of temporary structures to permanent ones.

Lesser Slave River

Pipelines and Utility Corridors:

Addition made to the following section (as highlighted and noted in purple):

8.23 Pipelines and Utility Corridors

8.23.1 Any development involving pipeline and/or power line rights-of-way shall comply with all relevant Federal and Provincial legislation and regulations.

8.23.2 Setbacks from pipelines and utility corridors shall be determined in accordance with applicable federal or provincial legislation and safety regulations.

8.23.3 To support compliance with regulatory requirements, when a planning, policy, land use, zoning, subdivision, or development application involves land within 220 metres of an oil or gas pipeline right-of-way, the application should be referred to the pipeline operator for review and comment prior to approval.

8.23.4 Applicants and landowners should engage with the pipeline operator early in the planning or development process if the subject lands fall within 220 metres of a pipeline right-of-way.

8.23.5 Any ground disturbance or development within 30 metres of a pipeline right-of-way, or any development that crosses a pipeline, shall require written consent from the pipeline operator, and it shall be the responsibility of the applicant to obtain such consent prior to construction.

(a) Written consent is not required for fencing associated with agricultural or ranching operations where the ground disturbance does not exceed 30 centimetres in depth. In all cases, it remains the responsibility of the applicant to confirm that their proposed activity complies with applicable provincial or federal pipeline regulations.

8.23.6 No buildings or structures shall be constructed directly over a pipeline right-of-way if not identified through caveats on title.

8.23.7 As part of application preparation at all stages, applicants shall identify the location of all pipeline rights-of-way and their associated setbacks on the plan.

8.23.5 Provides less "red tape" for agricultural or ranching operations in relation to ground disturbance associated with fencing.

8.23.6 Provides clarity (caveats on title describe what the grantor and grantee can and cannot do on pipeline rights-of-way).

Lesser Slave River

Enforcement:

Addition made to the following section (as highlighted and noted in purple):

4.5 Offences and Fines

4.5.1 A person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable upon summary of conviction to a fine not exceeding $10,000.00 or to imprisonment for not more than one year, or to both fine and imprisonment.

4.5.2 A person who contravenes or fails to comply with any provision of a development permit or subdivision approval is guilty of an offence and subject to a minimum specified penalty of:

a) $500.00 for the first offence; and

b) $1,000.00 for the second and subsequent offences within the same calendar year.

4.5.3 Anyone contravening a stop order issued by the Development Authority is subject to a minimum specified penalty of:

a) $5,000.00 for the first offence; and

b) $10,000.00 for the second and subsequent offences if the breach continues for more than thirty (30) days.

4.5.4 The Development Authority may suspend or revoke a development permit which has not been complied with through a stop order, following notification, stating the reasons for such action.

Ensures safe and orderly development through proper enforcement.

Lesser Slave River

Additional items-newly drafted/in-progress:

- Subdivision Information Package-NEW
- Development Permit Information Package-NEW
- Redistricting Information Package-NEW

These documents will be provided to the public in the near future and will provide educational resources to the applicants to help clarify and streamline the processes, providing a 'one-stop-shop' for the information they need. Corresponding flow charts for the processes outlined above will be updated/re-designed and inserted into the applicable sections of the LUB, and used as an interactive matrix platform online for the public (and staff) to easily navigate.

Upcoming:

- Development Agreement Policy and Procedure (see previous notes above)- in progress for Council's review and approval
- Continued overall review of document alignment (Municipal Servicing Standards and Utilities Bylaw with MDP/LUB)- in progress
- Firm up all policies, procedures, and checklists based on MDP and LUB as passed by Council
- Final text edits to ensure all section references are correct, terminology capitalized/bolded, etc.
- Graphic design of final MDP and LUB, as well as updating of flow charts / process maps

All internal processes and tools (i.e. standard operating guidelines, application forms, etc.) will be reviewed, developed, and updated accordingly to assist with staff and public education, and to help streamline the overall system. External platforms (i.e. website) will be updated and developed to accommodate a more user-friendly interface.

	SECTION	
1	Sum. of Amend.	#25
	Organization and How To use This Land U	
2	How to use	Step 1
3	How to use	Step 1
4	Discretionary use	
	Part 1 ADMINISTRATION	
	1 Introduction	
5	1.3.2	
6	1.4.1	
	2 Authorities	
7	2.3.1	
	4 Enforcement	
8	4.8.1	
9	4.8.2	
	Part 2 DEVELOPMENT PROCEDURES	
	5 Development and Subdivision Applicatic	
10	5.1.8	
11	5.2.6	
	Part 3 OVERLAYS AND LAND USE DISTRI	
	6 Overlays	
12	6.1.2	
13	6.2.1 - 6.2.5	
14	6.2.5	
15	6.2.13( )	

16	6.2.14	
17	6.3.5	
	7 Land Use Districts	
18	7.1.2	
19	7.2.1 (6	
20	7.2.2 7.3.3	
21	7.2.2	Discretionary Use
22	7.2.2	Permitted Use
23	7.2.2	Discretionary Use
24	7.2.8 (e	
25	7.3.2	Discretionary Use
26	7.3.2	Discretionary Use
27	7.3.2	Discretionary Use
28	7.3.2	Permitted Use
29	7.3.2	Discretionary Use

30	7.3.3 & 7.4.3	Width/Setbacks
31	7.2.4 & 7.3.3	Area Coverage
32	7.3.4	Lake Front
33	7.4.2	Caretaker
34	7.4.5 (a)	Consistency
35	7.4.7	Figure Label
36	7.4.10 (c	Measurement
37	7.4.11 (a	Measurement
38	7.5.2	Discretionary Use
39	7.6.5	Caretaker Res
40	7.7.5	Caretaker Res
41	7.8.2	Discretionary Use
42	7.9.8	
43	7.10.1	
44	7.10.4 (4	
45		
	Part 3 GENERAL and USE-SPECIFIC REGU	
	8 General Regulations	

46	8.1.1	Clarification
47	8.2.1	Flagpoles
48	8.2.1	Municipal Constr.
49	8.2.1	Temp Bldg Strut
50	8.2.1	Temp Bldg Strut
51	8.2.1	Temp Bldg Strut
52	8.9.2 (c	Accessory building
53	8.9.4 (a	Accessory building abutting owners
54	8.12.1	Measurement
55	8.20.3	
56	8.23.2	setbacks
57	8.23.5	Ground disturb
58	8.23.6	build on P/L

59	8.23.8	buildings
59A	8.23.8	buildings
60	8.23.9	buildings
61	8.23.10	Passive
	9 On-site Parking and Loading	
62	9.1	Handicap
	10 Specific Use Regulations	

63	10.6	Home Park Dwellings
64	10.10.1	RV
65	10.13.7	Measurement
66	10.14.2	
67	10.14.3	Measurement
68	10.14.5(a)	Conflict
69	10.14.6	submission
	Part 5 Definitions and Schedules	
	12.1 General Definitions	
70		Appeal Auth
71		Deck
72		Lot Line Front
73		Lot Line Side
74		Max Bldg Height
75		SADB

76		Yard Front Yard Rear Yard Side
	12.1 Use Definitions	
77	12.1.3	Accessory Defined
78	12.2.1	Accessory Bldg
79	12.2.1	Accessory Bldg
80	12.2.1	Caretaker Res
81	12.2.1	Cemetery
82	12.2.1	Sea Can

Statement in PROPOSED BYLAW
To make general LUB align with MGA

lse Bylaw

View digital Land Use maps
Schedule "C"
Schedule "A"

ASP ? Not listed
Repeal 2025-01?

Subdivision and Appeal Board

Subdivision and Appeal Board
Subdivision and Appeal Board

ons

Table 1 Dev. Permit Requirements
Missing 3 at end of sentence

ICTS

1:100 year floodplain
Septic/storage/vents

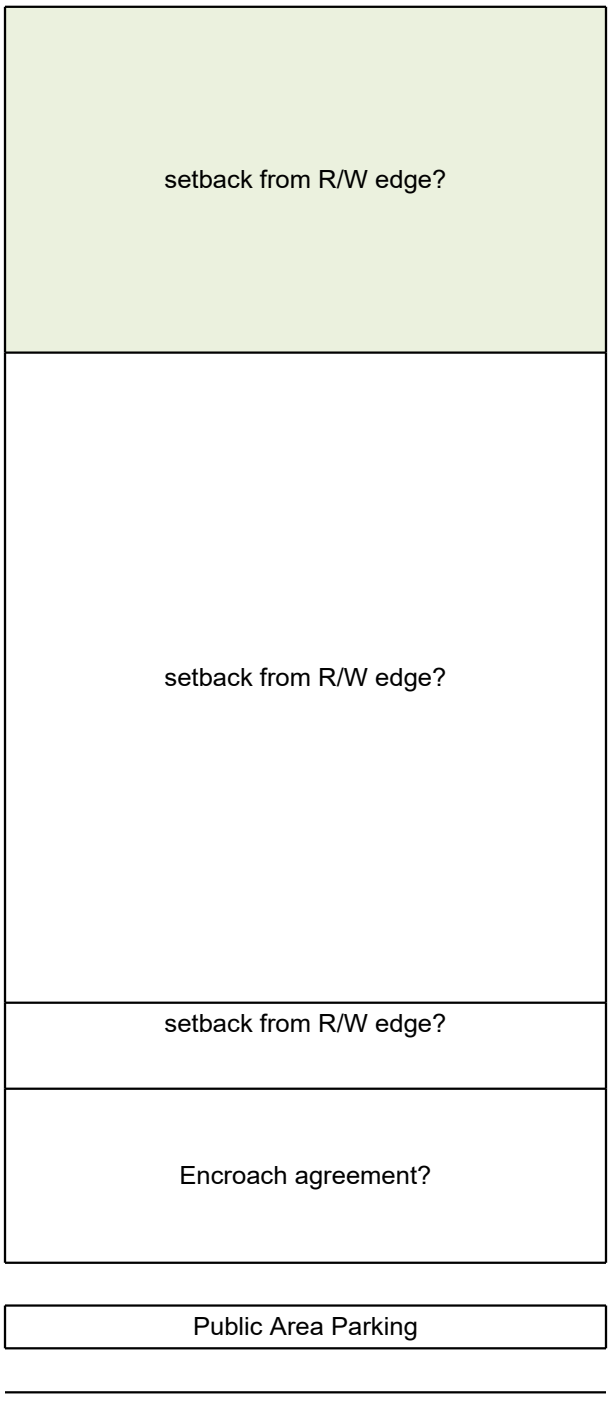
Real Property Report
minimum area

Schedule "D"
1.2m side yard setback
Excludes 'Flag' and 'Pie' shaped lots
Kennels
Recreation Vehicle Park Model
Recreation Vehicles greater than 2
Minimum 3.0m front setback?
Equestrian Facility
Heavy Truck/ Equipment
Kennels
Recreation Vehicle Park Model
Recreation Vehicles greater than 2

Min width 15m…minimum side setback 7.5m ?
50% ?
Suggest addition for Lake/waterfront properties front/rear yards
Both Permitted and Discretionary?
Dwelling, Shouse
Figure 10
10 acres
10 acres (0.047 hectares)
Kennels
No more than 3?
No more than 3?
Equestrian Facility ?
20+year lease
within hamlets only?
1.2m side yard setback
Similar Use in Various Zones Removwed

ULATIONS

unserved development permit has been approved and issued.
Under 4.5m in height
MD owned land
Sea Cans
How long is Temporary?
Temp convert to permanent structure?
Not allowed in front yard unless approved. Redundant?
Consistency
Lot Size (ac)
Recycle Storage Site
Discretion of pipeline operator?
within 30m requires written consent
Not on R/W


setback from R/W edge?
setback from R/W edge?
setback from R/W edge?
Encroach agreement?
Public Area Parking

What type of dwellings permitted
not a permanent dwelling.
160 sq ft
Typo "use in *the all* Land…"
2.0 ac (0.81hectares)
10.14.5(a) conflicts with 10.14.1
site plan and elevation, servicing Redudant?

Subdivision and Appeal Board
no height mentioned
...Shorter distance of the two..
text correct
More Complicated than needed
Subdivision and Appeal Board

Should be to foundation not to fireplace or Balcony

Conflicting with Accessory buildings to Discretionary Uses. Definition does not include Discretionary Uses. Many zones have Accessory Building(s) to Discretionary uses.
SEE ABOVE
…typically on abutting parcel?
accomodations for required on-site employees
land for the deceased
320 sq ft

COMMENT/AMENDMENT
This is much more than aligning with the MGA. State the true reason
That link does not go to the maps, needs more than mdlsr.ca to find the maps
Documents are not complete or missing on the MD website. Needs to be added to hard copy LUB & online LUB
Documents are not complete or missing on the MD website. Needs to be added to hard copy LUB & online LUB
Area Structure plan should be listed with the other mentioned plans
Why will the Kropp rezoning bylaw 2025-01 be repealed when it has not been enacted yet?
Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
Now named the Intermunicipal Subdivision and Development Appeal Board (2024-01)
Table 1 is shown as Table 7 Should septic and wells be included
TYPO ADD 3 to subsection 5.2. "5.2.3"
ADD Schedule C to the hard copy and online LUB
I've seen heard of 1:200 year floodplain, is 1:100 year floodplain still the standard?
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
Add elevation of Sewer access/vents as noted above

Show building first opening of building and Septic access and vent elevations
(Clarification) are second storeys part of minimum

ADD Schedule D to the hard copy and online LUB
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.
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.
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?
(Clarification) Is this storage or occupy?
(Clarification) Is this storage or occupy?
Townhouse front setback 3.0m? The appearance could be unsightly dependant on where in a subdivision they are built.
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?
Heavy Truck is defined in 12.2 Use Defintions, however the **use** 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.
SEE ABOVE
(Clarification) Is this storage or occupy?
(Clarification) PARK MODEL OR NOT? Is this storage or occupy?

The minimum width and minimum side yard setbacks do not allow for a building envelope. 15m – 7.5m – 7.5m = 0.0m
Area coverage of 50% is large for these lots, especially since no maximum lot sizes are listed. Consider smaller %
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.
(Clarification) Why is Caretaker/Security Residence both permitted and discretionary?
Dwelling, Shouse is shown in the title, yet only Shouse is mentioned in the pargraph body. Should be consistent. (All other Dwelling, "Type" should be consistent as well)
Shown as figure 76
(Correction)should be 4.05 ha. (10 ac.) (1.2.10)
(Correction) Error… should be 4.05 ha. (10 ac) (1.2.10)
SEE ABOVE
Why 3 needed? Maximum size of Caretaker Residence? Separate septic/water systems? AND 7.6.5 (c **SITE** should be changed to **LOT** so as not to include a wakway, roads, or lanes as in the SITE definition.
Why 3 needed? Maximum size of Caretaker Residence? Separate septic/water systems?
SEE ABOVE
How is the MD notified? Is the lessor required to notify?
Community Areas need to be included as well
SEE ABOVE
Is the Similar Use no longer required? It was a significant amendment to the LUB. Did it serve its purpose?

What does unserved permit mean?
What is the development permit requirement if they are over 4.5m? Not included in any Permitted or discretionary use.
Should MD controlled land/building be added? Ie River Wier/Launch area. Leased lands?
Does temporary building structures include/exclude Sea Cans?
Set Temporary limit
Require development permit to convert temporary to permanent. These type of structures sometimes morph into permanent without notification.
All buildings over 144sq.ft require approval. Setbacks are defined in RS and RUS sections
…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.
Lot sizes should be shown in hectares (1.2.10) Are Caretaker/Security Residences included in the Dwelling Units allowed?
What zones are Recycle Storage Sites permitted/discretionary?
Setbacks determined by caveats on title and Legislation. Operator should not be allowed discretion.
Ground disturbance… legislation in place to define ground disturbance… *Ground disturbance* includes such activities as excavating, digging, trenching, plowing, drilling, tunnelling, augering, backfilling, blasting, stripping topsoil, levelling, removing peat, quarrying, clearing, grading, or **pounding posts.** *Ground disturbance does not include* 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?
Caveats on title describe what the grantor and the grantee can and cannot do on pipeline rights-of-way.

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

Caveats on title describe what the grantor and the grantee can and cannot do on pipeline rights-of-way.

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.

Handicap parking accomodation should be considered for public uses.

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.**What types of dwellings can be built? RV, Stick built, modular, RTM etc?**
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.
should be 14.86 sq. m (106 sq ft) (1.2.10)
"use in ALL THE Land Use
should be 0.81 ha (2.0 Ac) (1.2.10)
This needs clarification. Personal storage only or not?
Required under section 5.1.8

Intermunicipal Subdivision and Development Appeal Board (2024-01)
Deck should include height above ground notation 0.6m (2ft) above ground
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.
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.
Maximum building height calculation is more complicated than it needs to be. Consider… "**Building height**" means the vertical distance between the established grade and the highest point of a building, excluding devices not structurally essential to the building.
Intermunicipal Subdivision and Development Appeal Board (2024-01)

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.

Accessory means a use, building, or structure that is: **Incidental and subordinate to the principal use of the parcel or building**; • **Located on the same parcel as the principal use**; • **Clearly and exclusively related to the principal use;** and • Not used for independent or principal occupancy, unless expressly allowed by this Bylaw.
SEE ABOVE
Accessory buildings are **not typically** located on abutting properties and require approvals under Section 8.9.4 with conditions. ***Typically on abutting property needs to be removed from the Use Definition.***
These residences should not be used for "required on-site employees" This would be Bunkhouses or work camps in a permanent fashion.
Cemetery is land for the *interment* of the deceased
Should read 29.73sq.m (320sq.ft.) as per section 1.2.10

RESPONSE
Added in "and to modernize land use policies"
Left the link as is, as URLs often change and don't want to have a broken link in-text. Added additional text to instruct visitors to navigate to the Building and Development Page
Will need to be added before finalization
Will need to be added before finalization
Added ASPs
Removed 1.4
Updated
Updated
Updated
Looks to be Table 1 in my version. I think that septic and wells would be included under 'location of existing and proposed infrastructure'
Updated
Schedule A and C need to be added
1:100 is still the standard
Added
Added a new clause (d) - elevation of any sewer or septic access and venting

I think this is fine as is
Really good comment - added in 'total areas of all floors above grade' - MD to confirm
Schedules need to be added
Good point. Could be tricky to impose a greater side yard setback depending on the lots. Left a comment on 'other change notes'
Added a note to see 8.16.1
Added in note of following municipal regulations as well for Kennels under 10.7.2 - should encompass the ACB
RVs are not permitted for permanent occupation on any lot - this would be a park model - i.e. set in place
Would be both, don't think it needs to be clarified as the other regulations provide further detail
This was brought forward from the previous LUB. If not an issue to this point, I suggest leaving as is.
Clause added to each Permitted and Discretionary Uses table for each district: "shall follow all applicable municipal, provincial and federal regulations"- this encompasses the ACB
Both are currently listed as discretionary uses, so I think this is OK?
See above
See above
Not park model, park model is a permitted use

Good point, but brought forward from previous LUB. This basically means that yo can't develop on a lot that has only the minimum parcel width. Are there any lots in RUS that are only 15m wide? I highly doubt it. I think this can stay.
Good point - clarification needed
Something to consider, but this was brought forward from the previous LUB. Added in a new clause, 7.3.5
Good catch, it was actually listed as both permitted and discretionary in the old LUB - updated to be permitted.
Updated
Looks to be Figure 10 to me
Corrected
Corrected
Already addressed
This was brought forward from the previous LUB. If not an issue to this point, I suggest leaving as is.
This was brought forward from the previous LUB. If not an issue to this point, I suggest leaving as is.
Already addressed
Good point, added in new language in 7.9.8.a
Language says within or near hamlets, I think this is OK
See earlier comment - 7.2.4(6)
Similar use is still in the same evaluation for cumulative impact assessments for discretionary uses, same as in the previous LUB

Unserved isn't used in the document - not sure what this is referring to
This is a good point - brought forward from the last LUB - how does the MD want to address this?
Question for the MD and Legal
Added language to 10.13.1
Other municipalities often define temporary as 30-90 days for short-term storage or seasonal uses (e.g. moving-related sea cans), 6 months for temporary dwellings or work camps, 1 year (typical maximum period for development permits, without extension). Added in language under Temporary Buildings / Structures under 8.2.1.
Added language
Kept for consistency
Changed to landowner, left the rest as is
Added caretaker/security residences, left the rest as is - AC is a common unit of measure
Added as discretionary to Heavy Industrial and Light Industrial
Removed discretion of the operator - now applicable federal or provincial legislation only
Good point - added in new language 8.23.5 a) - written permission not required for agricultural or ranching operations.
Added language on caveats on title

I think how things are worded currently is fine, as we specify oil and gas pipeline - not water. Again, this was brought forward from the previous LUB and if there weren't any issues, I think we can leave it.
Updated language to reference caveat on title.
Key word here is 'may' - if they haven't required such agreements to this point, this language won't change anything, as it's brought forward from the previous LUB.
I think the way things are written now provides sufficient discretion when it comes to

I think the waya things are written currently is sufficient, as both servicing and CSA standards / safety codes apply.
This is a good question and might be worth providing some timelines - but, again, if things have been generally working fine to this point, is there much reason to add regulation?
Added in metres
Corrected
It's in there
I don't think this conflicts - the residential portion has to meet residential standards and the
I think it makes sense to keep in here as it's a new use type - provides all the information in
Updated
Updated
I think the diagram is accurate - it illustrates that the front line is the smaller of the two on a corner lot - was brought forward directly from the last LUB
See above
Suggest keeping it the same, as it's directly ported from the previous LUB
Done

I generally think things are fine as is - can be sorted out through the development permit and building permit stages - he somewhat argues that things are too specific and then suggests adding more specificity.
I think this is fine? Principal use can be permitted or discretionary, so…
See above
This is not in the document
Question for MD
Updated
Updated

COMMENT

1.4 Repealing of Bylaw 2025-01
Bylaw should be brought back on its own and if warranted, defeat at 2nd reading

1.6 Repealing 2021-17 and all amendments
Ensure though Municipal Affairs that 2025-07 is characterized and a "modernized Land Use Bylaw" and not an "amendment" to bylaw 2021-17 if it is being repealed and that all land use bylaws amendments under 2021-17 still in process (taken to first or second reading), if any, can continue to be completed.

1.9 Compliance
Reasoning for removing Natural Resources Conservation Board Act and Environmental Protection and Enhancement Act have been removed from listing of legislation.

2.1 Remove "Bylaw 2024-01" and describe as "Development Authority Bylaw" as # many change in time.

2.3 Revise Subdivision and Development Appeal Board to Intermunicipal Subdivision and Development Appeal Board

4.5.4 RE: Stop Order
Why was the section that the DA may suspend or revoke a DP which has not been completed with reasoning?

Changed Seacans now considered an "Accessory Building" permitted. I was a bit concerned but definition provides very good outline of what would be allowed as a permitted use.

Equestrian Facilities in Residential areas

Allowing for smaller parcel division on Agriculture lands - work camps are permitted, convenience/retail stores discretionary - is this going to cause a significant impact on infrastructure (water, roads etc.)?

Shouse - Shop use as personal and how would the MD be able to enforce commercial, industrial use in residential areas. A positive is that no Shouse shall be constructed on a lot smaller than 2 acres. Is it enough to limit/monitor commercial/industrial into residential areas?

MDP

2.1 Spelling of Chisholm and Gilwood/Summerland needs correcting

RESPONSE

Comment unclear. Old 1.4 removed - now 1.5.

Added in more language in 1.6 - "and amendments up to Land Use bylaw No 2025-01" - any application received prior to the passing of Bylaw 2025-07 will be subject to the previous LUB

Decision was to remove specific mention of boards and acts given that legislation changes - captured in 1.8.1.e - based on Legal's input, but might want to have this reviewed again

Good suggestion, removed.

Done

Not sure - but added in a new 4.5.4 that speaks to this

Noted

What is the most likely use for agricultural lands, though? More likely to be related directly to agricultural production and resource extraction; maintaining as discretionary gives the MD good oversight of any proposed development.

Complaint-driven process, so requires good follow up on enforcement. Could be regulated through separate means, such as business licensing. Primarily a case of waiting for folks to complain and then investigating and enforcing as needed.

Updated.

CHANGE
Schedule B - Land Use Table

Removed duplicative 1.4

Added 3.4.2 and 3.4.3

4.3.3 Removed

4.5.4 Added

5.2.3 Clarification needed

5.3.4 Clarification needed

6.2.9 - Restrictive Covenants in Floodplain

6.3.5 Clarification needed

7.2.4(6) - Clarification needed

Clarification Needed - 7.2, 7.3 - Area Coverage in RS and RUS

Clarification Needed - 7.3.5

Clarification Needed - 8.2.1 - Flagpoles

Clarification Needed - 8.2.1 - Municipal Improvements / Constructio

Review Required - 8.2.1 Temporary Buildings/Structures

Review Required - 8.9.6 - RV accessory buildign development

Review Required - 10.13.10 - Sea cans

Review Required - Recycling Storage Site

Review Required - Written consent for agricultural or ranching fencing within 30m of pipelines

Clarification Needed - 10.10.1 Recreational Vehicles

Clarification Needed - 12.1 - General Definitions
Clarification Needed 12.2.1 - Caretaker / Security Residence

MDP Change
Corrected typo in spelling as noted by Lana

NOTES	PG
Environmental reserve has been added to the table - it was actually already in there, but the box was coloured white.	205
Previous 1.4 identified 2025-01 as being repealed - it's the original bylaw number that is being repealed and all amendments - encompassed in this version. Confirm this is OK with Legal.	18
Speaks to hosting of public hearings electronically as per requirements in the MGA, also in response to Lauren's comments. This could be removed and put into a Procedural Bylaw, but thought I would insert here for now.	23
Removed this clause: " A person who has received a written order pursuant to the MGA may appeal to the Appeal Authority in accordance with the MGA." based on Legal comment that applicants cannot appeal to SDAB or LPRT related to a revocation, cancellation, suspension, or modification of permit.	27
Added text about the DA being able to suspend or revoke a DP through stop order, as identified by Lana	27
Do you want each document named in text to ensure applicants know where to look? E.g. Subdivision Information Package, etc. What is the entire list of documents that may need to be consulted?	42
Lauren suggests removing language on the MD either requiring a short or long form development agreement, better to retain the broad authority rather than list criteria that could be disuputed. Do you want to remove?	43
Added language on and/or restrictive covenant for clarity and consistency, based on Lauren's comment that a covenant is likely a better approach in many cases	54
Added in language specifying that minimum floor area includes all levels above grade - MD to confirm	57
Current minimum side yard setback is 1.2m, brought forward from the previous LUB. Ken's comment about Fire Smart and whether this is an adequate separation distance is worth considering - typically the side yard setbacks in Fire Smart standards is 5.0m - this might be appropriate for larger RS lots, but might be challenging on smaller or more narrow lots. What does the MD think?	60
Ken's comment about 50% maximum lot coverage in these districts - given that some of these properties can be quite large, is this an appropriate percentage? If it hasn't been an issue to this point, I suggest leaving it as is.	60, 63
Responding to Ken's comment about considering adjacent frontages and maintaining consistency, added in some language allowing the development authority the ability to vary the minimum front lot setback. Should this be included or left out?	64
Based on Ken's comment, how does the MD want to regulate flagpoles and lightning rods exceeding 4.5m in height? Not specified in the previous LUB.	91
Does the MD want to expand this definition to also include leased lands or properties like the river launch area? Comment from Ken.	93
Added new language on time period for temporary uses, no longer than 12 consecutive months; based on language found in other LUBs	95

New language added for regulating recreational use accessory building development - anything else needed here?	99
Added language specifying when a sea can would be considered a temporary use, including use of no more than 90 days in a calendar year. Should have legal review.	124
Ken pointed out this use isn't listed as discretionary or permitted under any districts currently; added to Heavy Industrial and Light Industrial as discretionary, as these districts list landfills as a discretionary use. Please confirm.	54
Added new language exempting 30m written consent requirement for agricultural or ranching fencing requirements provided disturbance doesn't exceed 30cm in depth. Confirm if you'd like this in.	104
Based on Ken's comment, does the MD want to specify any time limits to how long someone can occupy an RV on an annual basis? He made note of some folks going on a few years of living in an RV on their property. Totally up to you.	123
Comment from Lauren - do we want all defined uses be capitalized?	125
Do you want to remove 'required on site employees' as per Ken's suggestion, as this would potentially be a bunkhouse or other use? Lauren didn't flag anything here, so I think it's fine. Again, if it isn't a challenge to this point, leave it as is.	142

Direction?	Update?
	Done
	Done
	Done
	Done
	Done
What needs to be known for subdivision information package will be provided. Keep as is.	Done
Reference a policy - policy and procedure would provide this detail. Reference the policy instead. Follow up with Molly.	Changed the language to say the MD may require a short or long form DA, didn't reference policy in case the name changes Done
Remove this.	Removed
Keep as is	Done
Leave as is	Done
"Perfect" - Councilor Brad	Done
	Added language that if they exceed this height it's considered discretionary and a d
Leave as is	Done
This is OK	Done

Marten Beach, Broken Paddle, and Lawrence Lake - ONLY these three areas	Done
	Done
Yes, discretionary - add to Commercial	Done
	Kept this in, as the 30cm depth is specified by Enbridge as a good practice - https:/
Leave alone - unless there's a complaint	Done
Yes - all CAPS	Done
Leave as is	Done

levelopment permit is required

//www.enbridge.com/~/media/Enb/Documents/Public-Awareness/Application-Guidance-Details.pdf?hash=FB5581D8

:2CE15FE535B7CAF96AA31C68&rev=f41383f9c5454c9c9bc397f5ce6c9fd5&utm_source=chatgpt.com

Lesser Slave River

Request for Decision

Title:	Back sloping Program Applications
Date:	7/9/2025
Presented By:	Cody Borris
Attachments:	Back Sloping Application Back sloping Maps TR-32-20 Back Sloping Polcy

Proposed Motion	*Move to approve Back Slope Application 1, for completion as per policy TR-32-20 with funds coming from GL 2-32-15-63-259.*
Administration's Recommendation(s)	As proposed

BACKGROUND:

During the 2025 budget deliberations council approved the operational budget which included the addition of a back sloping program to provide more clarity and an option for residents with the brush and general ditch maintenance between the MD owned right of way and deeded land. The program was advertised on the MD website and at the 2024 fall social. One application was received from residents. The one location is a brushing project.

The proposed work for the one location will be funded from the approved budget amount. The estimated cost for the two locations is $4,000. The work at one location will be completed by December 31, 2025.

ALTERNATIVE OPTIONS:
Not approve the back sloping applications.

BENEFIT/RISKS:
It is a benefit to the MD owned row to accept the application to help improve the drainage, drying ability and sight lines of the roads at the prospective locations.

STRATEGIC ALIGNMENT:
N/A

FINANCIAL IMPLICATION:
Monies from the approved operational budget will be allocated to the applications as per policy. Current available budget of $18,600.00.

OTHER CONSIDERATIONS:
N/A

Lesser Slave River

COMMUNICATION STRATEGY:
All applicants will be notified of the council's decision, and planning of the project with successful applicants will commence.

Prepared By: Cody Borris, Transportation & Facilities Maintenance Manger
Reviewed By: Kaitlin Kirk, Transportation Administrative Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

Backslope Application

Land Location of Requested Back Sloping Project:

Lot_____ Block_____ Plan_____ Subdivision_____

Quarter SE 25 Section _ Township 86 Range W 5 M Distance to be Back sloped_____ Meters (800m Maximum)

Applicant:
Name: [redacted]
Address: [redacted]
Town: [redacted] Postal Code: [redacted]
Phone No.: Res: [redacted] Bus: Cell: [redacted]
Email Address: [redacted]

Registered Owner Address (if different than applicant):
Name:_____
Address:_____
Town:_____ Postal Code:_____
Phone No.: Res:_____ Bus:_____ Cell:_____
Email Address:_____

Please check all applicable benefits to the project.

- ☐ This project will enhance traffic safety by improving sightlines.
- ☐ This project will reduce snow drifting within the adjacent road allowance.
- ☐ This project will help control brush and weeds within the road allowance.
- ☐ This project will increase arable acres.
- ☐ This project will improve fence maintenance and ease fence replacement.

Please note the following landowner/applicant responsibilities:

- The landowner shall submit a project application form to the MDLSR Office, 3000, 15 Avenue SE, Slave Lake AB, no later than June 1, 2024, for consideration by Council.
- Once approved, the project applicant is required to remove all fences, brush, rocks, and debris from the project site. Brush, rocks, and debris are not to be placed in the MDLSR road allowance.
- The landowner will be responsible for the burning/disposal of any brush piles created as a result of the backslope. Burning of brush will be subject to conditions of required fire permits.
- Upon completion, the area back sloped is to be kept free of weeds, brush, rocks and any other debris.
- The landowner is responsible for removing any fence prior to start of project and, if desired, is responsible for a new fence following completion of the project.
- The applicant shall submit a site sketch of the area to be back sloped.

Backslope Application

Please note the following Municipal District of Lesser Slave River (MDLSR) responsibilities:

- The MDLSR will provide grass seed following completion of the project.
- The MDLSR is responsible for the location of utilities (One Call)
- The MDLSR will not commence the work until the request is approved by MDLSR Council.
- The MDLSR will not commence any work until a written agreement is in place between the MDLSR and the Landowner.
- Council approved back sloping projects will generally be completed after harvest and before freeze up

MDLSR Council will limit the number of projects only 1 (one) 800-meter (maximum) project per Landowner per year. All applications are subject to inspection by MDLSR staff before and after the commencement of any work for conformance with the MDLSR Back sloping Policy. If this backslope project is not approved in one calendar year, it will automatically be placed on the following year's project list for consideration by Council.

I/We, the undersigned, have read this application form and agree to all conditions.

[redacted]

Applicant's Signature

[redacted]

Date

Registered Owner Signature

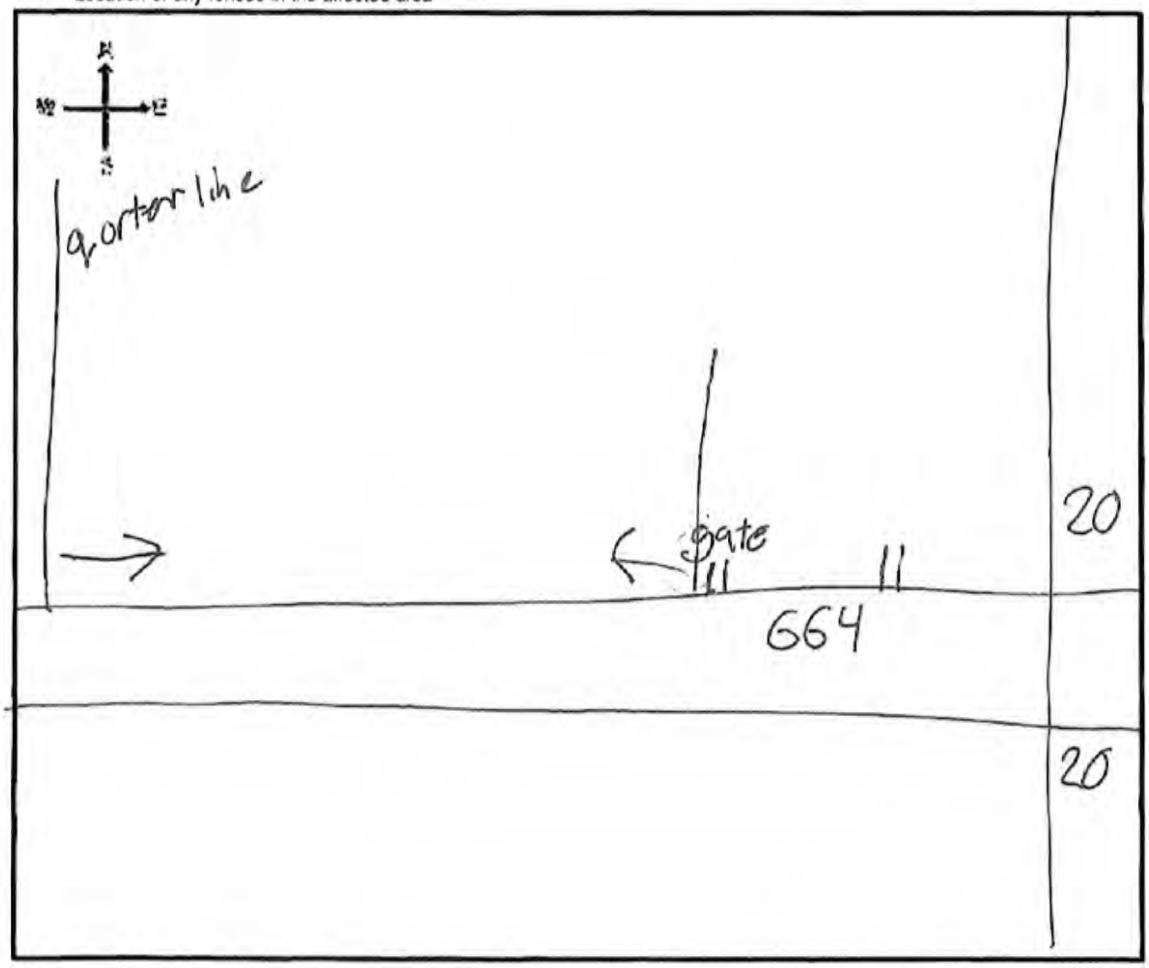
Date

The personal information provided by you is being collected under the authority of the ***Municipal Government Act*** and will be used for the purposes under the Act. The personal information that you provide may be made public, subject to the provisions of the ***Freedom of Information and Protection of Privacy Act***

Backslope Application

Please indicate and label the following site features:

- Location of proposed backslope.
- Location of any water bodies (sloughs, creeks etc.)
- Location of any adjacent roadways
- Location of any brush in the affected area.
- Location of any fences in the affected area



Lesser Slave River

Backslope Inspection Form

Land Location of Requested Back Sloping Project:

Lot_____ Block_____ Plan_____ Subdivision_____

Quarter SE Section 25 Township 66 Range 2 W 5 M
Distance to be Back sloped 500 Meters (800m Maximum)

Applicant:
Name: _____
Address: _____
Town: _____ Postal Code: _____
Phone No.: Res: _____ Bus: _____ Cell: _____
Email Address: _____

Please check all applicable benefits to the project.

- ☑ This project will enhance traffic safety by improving sightlines.
- ☐ This project will reduce snow drifting within the adjacent road allowance.
- ☑ This project will help control brush and weeds within the road allowance.
- ☐ This project will increase farmable acres.
- ☑ This project will improve fence maintenance and ease fence replacement.

Comments: _____

Check all applicable site characteristics and include location of each in site sketch or aerial photo.

Site Information			
Characteristics:	Yes	No	Comments
Above ground utilities (Power Lines etc.):		✓	
Below ground utilities (Pipelines, Phone Lines etc.)	✓		Telus South ditch
Brush/Weeds/Debris in ditch:	✓		
Brush/Weeds/Debris on applicant's side:	✓		
Water bodies located on site (Creeks, Sloughs etc.):		✓	
Fence on site:	✓		
Does the site have a high backslope:		✓	
Is the site included in any future road construction plans:		✓	
Is the site included in the current roadside brushing program:		✓	
Seeding required upon completion:		✓	

Lesser Slave River

Backslope Inspection Form

Please fill in the following information:

Current Land Use (Crop, Pasture, Hay etc.): Crop
Required Equipment (Grader, Dozer, Mulcher etc.): Dozer / Excavator or Mulcher
Estimated Completion Time: 2 weeks

Additional Comments:

Recommendation:
I recommend this project be approved, letting the sun get to the Road will greatly improve the road quality &

C. Bonnis
Inspector (Please Print)

Inspector's Signature

March 13, 2025
Date


SW-25-66-2-W5
NE-25-66-2-W5
SW-30-66-1-W5
SE-30-66-1-W5
SW-25-66-2-W5
SE-25-66-2-W5
SW-30-66-1-W5
SE-30-66-1-W5
NW-24-66-2-W5
NE-24-66-2-W5
NW-19-66-1-W5
NE-19-66-1-W5
SW-24-66-2-W5
SE-24-66-2-W5
SW-19-66-1-W5
SE-19-66-1-W5

MD of LESSER SLAVE RIVER

Policy

Title:	BACK-SLOPING
Policy Number:	**E23**
Effective Date:	**January 24, 2024**
Resolution:	**026-24**
Department Responsible:	Transportation
Supersedes Policy No:	**NEW**
Next Review Date:	**January 24, 2027**

POLICY STATEMENT:

The Municipal District of Lesser Slave River will undertake back sloping projects to improve drainage, improve sightlines, and prevent erosion for the improvement and protection of our municipal road infrastructure.

DEFINITIONS:

"Municipality" means the Municipal District of Lesser Slave River No. 124

PRINCIPLE:

The Municipality will determine whether a given location is suitable for back-sloping and, subject to existing workload requirements, when the work will be completed. Council shall prioritize all backslope applications in the following manner:

1) Locations in which the encroachment of brush from a backslope into the road allowance compromises traffic safety.

2) Locations in which the ability to maintain the road surface or, the overall integrity of the road surface is at risk due to brush encroaching into the road allowance from a backslope.

3) Locations in which back sloping will improve weed control and/or other ditch maintenance.

4) Locations in which back sloping will result in additional arable land for crop or hay production.

5) Locations in which back sloping will improve the ability to maintain or ease replacement of fence.

6) The Municipality will administer a 50/50 cost shared Back-sloping and Brushing Program.
   a) A maximum of $4,000.00 MDLSR share, and $4000 ratepayer share per 800 meters for brushing and/or back sloping

b) Trees less than 3 m in height will be paid a $2,000.00 MDLSR share, and $2,000.00 ratepayer share per 800 meters for brushing.

7) Cost shared program will be subject to the length, height, and quality of work provided. The Municipality has the right to deny projects based on the fiscal years reserves for said projects.
   a) Invoice's will be submitted once work has been completed and passes inspection of MDLSR.
   b) If invoice is not paid the balance owing will be added to the resident's taxes

8) Anyone wishing to participate in the Back-sloping and Brushing Program must not be indebted to the Municipality.

9) Whether work is completed by MDLSR, resident, or third-party contractor will be negotiated by the MDLSR and applicant.

This policy aligns with all other Municipal District of Lesser Slave River No. 124 Bylaws, Policies & Procedures

"Original Signed"
Chief Administrative Officer
Barry Kolenosky

Feb 14, 2024
Date

"Original Signed"
Reeve
Murray Kerik

Feb. 14, 2024
Date

SPECIAL NOTES/CROSS REFERENCE: B31 Policy & Procedure Development
E23 Back-Sloping Procedure

AMENDMENT DATE: January 24, 2024

Lesser Slave River

MD of LESSER SLAVE RIVER

Procedure

PROCEDURE TITLE: Back-Sloping

PROCEDURE NO.: E23

RESOLUTION: 027-24

EFFECTIVE DATE: January 24, 2024

DEPARTMENT RESPONSIBLE: Transportation

NEXT REVIEW DATE: January 24, 2027

GENERAL GUIDELINES:

This procedure provides The Municipal District guidelines to follow in regard to the Back-Sloping Program

DEFINITIONS:

"MDLSR" means Municipal District of Lesser Slave River No. 124

PROCEDURE:

1. The landowner shall submit a project application form, Attachment 1, to the MD Office, no later than June 31st for Council consideration and project completion must be within the calendar year.
2. Back-sloping projects will generally be completed after harvest operations or other agricultural operations have been completed until conditions are no longer suitable to perform back sloping work.
3. Council will limit the number of projects to only 1 (one) 800-meter (maximum) project per landowner per year.
4. Upon council approval, a written agreement shall be entered between the MD and the landowner prior to the commencement of any work.
5. The MD shall be responsible for locating, protecting, and/or relocating, any utilities on site.
6. The landowner shall be responsible for the removal of all fence, rocks, and other debris prior to the commencement of any work.
7. The landowner shall be responsible, at no cost to the MD, for all required replacement fencing, disposal of brush piles, rocks, and other debris. Burning of brush piles may be done at the discretion of the landowner and is subject to conditions of required fire permits.
8. All projects will be subject to inspection by MD staff prior to and upon completion of any work for conformance with this policy.

9. Backslope applications which are not approved for completion within the calendar year of an application being submitted will be placed on the project list for consideration by Council in the subsequent year(s).

10. Minimum 3:1 slope for back-sloping project.
    a) Removal of all woody debris from municipal right-of-way.
    b) A grade to minimize erosion or utilize erosion prevention techniques.
    c) Slopes re-seeded at the end of completion; the MD will provide the grass seed.

"Original Signed"
Chief Administrative Officer
Barry Kolenosky

Feb. 14, 2024
Date

SPECIAL NOTES/CROSS-REFERENCE: B31 Policy & Procedure Development
E23 Back-Sloping

AMENDMENT DATE: January 24, 2024

Lesser Slave River

Request for Decision

Title:	Councillor Remuneration – Service Commissions
Date:	July 9, 2025
Presented By:	Sandra Rendle
Attachments:	Councillor Remuneration – Service Commissions Policy No. CL-11-08

Proposed Motion	*Move that Council adopt the Councillor Remuneration Policy - Service Commissions No. CL-11-08, as presented.*
Administration's Recommendation(s)	As proposed.

BACKGROUND:
At the recent Intermunicipal Committee meeting, participating Councils discussed the current remuneration model for members serving on service commissions (Airport, Landfill). It was agreed that each respective Council will be responsible for the remuneration of their own appointed representatives.

In response, Administration has developed a policy to formally outline the remuneration framework for Municipal District of Lesser Slave River No. 124 Council members appointed to service commissions, ensuring consistency, transparency, and accountability.

ALTERNATIVE OPTIONS:
Move that Council approve the Councillor Remuneration Policy - Service Commissions No. CL-11-08, as presented.

Move that Council approve the Councillor Remuneration Policy - Service Commissions No. CL-11-08, as amended.

Move that Council direct Administration to bring the Councillor Remuneration Policy - Service Commissions No. CL-11-08 to an upcoming Committee of the Whole meeting for further discussion.

BENEFIT/RISKS:
Benefits:

- Establishes a consistent, transparent, and fair approach to remuneration.
- Provides clarity for Councillors and Administration.
- Supports accurate budgeting and financial planning.

Risks:

- Differences in remuneration across municipalities may lead to perceptions of inequity.
- Implementation may require adjustments to current budgeting if not already accounted for.

STRATEGIC ALIGNMENT:
This policy aligns with the MD's existing Council Remuneration Policy by ensuring consistency and fairness in compensation for elected officials representing the municipality on external boards and commissions. It reinforces Council's commitment to transparency, accountability, and responsible financial management while supporting effective participation in intermunicipal collaboration.

FINANCIAL IMPLICATION:
The financial impact will depend on the number of service commissions and the frequency of meetings attended by MD-appointed members. Costs will be absorbed within the existing Council remuneration and travel budget, unless otherwise identified during the annual budget process.

OTHER CONSIDERATIONS:

- Alignment with existing Council Remuneration Policy to ensure consistency.
- The need to periodically review the policy to reflect evolving intermunicipal arrangements and best practices.
- Clear tracking and reporting mechanisms for remuneration claims.

COMMUNICATION STRATEGY:
Once approved, the policy will be shared internally with Council and Administration, and externally with partner municipalities for awareness. It will also be posted on the MD's website for transparency. Council-appointed members will be briefed on the policy to ensure consistent application and understanding.

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

Lesser Slave River

Title:	COUNCILLOR REMUNERATION – SERVICE COMMISSIONS
Policy Number:	CL-11-08
Effective Date:	2025-07-09
Resolution:	To be added once approved by Council
Lead Department Responsible:	Council
Supersedes Policy No:	N/A
Next Review Date:	July 9, 2028

POLICY STATEMENT:

The Municipal District of Lesser Slave River No. 124 (MDLSR) is committed to fair, transparent, and consistent remuneration practices for Elected Officials appointed to external service commissions. This policy establishes the framework for compensating Elected Officials representing the MDLSR on the Slave Lake Airport Services Commission and the Lesser Slave Lake Regional Waste Management Services Commission.

DEFINITIONS:

Elected Official means the Reeve, Deputy Reeve, and Councillors of the Municipal District of Lesser Slave River No. 124.

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

MEMBER means an Elected Official formally appointed by Council to serve as a representative of the MDLSR on internal and external boards, commissions, or committees.

PRINCIPLE:

1. Members appointed by Council to the Slave Lake Airport Services Commission and the Lesser Slave Lake Regional Waste Management Services Commission act on behalf of the MDLSR and contribute to regional decision-making and governance.

2. The financial responsibility for the remuneration of appointed Members shall rest with the municipality that made the appointment.

    a. Each participating municipality shall be solely responsible for establishing, approving, and disbursing remuneration to its respective representatives.
    b. Yearly budgets as approved by respective councils will govern the set rates to be established for attendance for the commission requested meetings and functions.

3. Elected Officials appointed by the Council of MDLSR to serve on these commissions shall receive remuneration in accordance with the MDLSR Council Remuneration Policy, as amended from time to time.

4. Revisions to the Council Remuneration Policy shall be deemed to apply to this policy without requiring further amendment, unless Council directs otherwise by resolution.

5. This policy shall be reviewed at a minimum once every three (3) years, or as required, to ensure consistency with current Council policy, applicable legislation, and intermunicipal agreements.

_____ _____

Chief Administrative Officer Date

_____ _____

Reeve Date

RELATED DOCUMENTS: Council Remuneration Policy

Lesser Slave River

Request for Decision

Title:	Land Sale
Date:	July 9, 2025
Presented By:	Barry Kolenosky
Attachments:	Quick Reference Sheets *(to be provided at the meeting)* Policy ADM-12-29 – Municipal-Owned and Tax Forfeiture Land Sales

Proposed Motion	*That Council direct Administration to proceed with the sale of the following properties through Allen B. Olson Auction Services Ltd. by September 30, 2025:* *Plan 4867NY, Block 10, Lot 5 (7,775 Sq Ft) LINC 17255218 – Hamlet of Smith, Reserve Bid $_____.* *Plan 4867NY, Block 11, Lot 9 (8,250 Sq Ft) LINC 17261793 – Hamlet of Smith, Reserve Bid $_____.* *Plan 2158RS, Block 7, Lot 1 (12,207 Sq Ft) LINC 13264890 – Hamlet of Smith, Reserve Bid $_____.* *Plan 0828671, Block 1, Lot 4 (9.69 acres) LINC 33544645 – Lawrence Lake, Reserve Bid $_____.* *Plan 8822254, Block 2, Lot 5 (6.97 acres) LINC 10855741 – Old Smith Highway, Reserve Bid $_____.* *Plan 8822254, Block 2, Lot 6 (6.15 acres) LINC10855759 – Old Smith Highway, Reserve Bid $_____.* *PT SW-32-72-4-W5 (78.96 acres) LINC 20611786 – Mitsue Industrial Park, Reserve Bid $_____.* *And further, that the following disclosure be included in the sale terms:* *"All parcels are being offered for sale on an 'as is, where is' basis. The Municipal District of Lesser Slave River No. 124 makes no representation and provides no warranty as to the adequacy of services, soil conditions, land use zoning, building or development conditions, environmental contamination (if any), vacant possession, or the suitability of the land for any specific purpose or intended use by the purchaser."*
Administration's Recommendation(s)	As proposed.

BACKGROUND:
In May, Council reviewed the MD-Owned Property Inventory List and identified several parcels of land to be further investigated and prepared for potential sale.

Attached to this report are Quick Reference Sheets for each identified property, providing key details such as lot size, zoning, assessed value, access to services, and additional notes relevant to potential disposition.

All properties listed are tax forfeiture lands, which the MD has tax Forfeiture title, acquired under Section 424 of the *Municipal Government Act* (MGA), with the exception of PT SW-32-72-4-5 and Plan 2158RS, Block 7, Lot 1, which are MD-owned outright.

Once the MD holds tax forfeiture title to a property, it is permitted to sell the land by any commercially reasonable means, aiming to obtain as close to market value as possible. The MD can also lease the property, with lease proceeds applied toward the outstanding tax arrears.

In some cases, municipalities may choose to improve a property to increase its market value (for example, demolishing a dilapidated structure to create more valuable bare land). However, caution is advised when making physical improvements. This is because tax forfeiture title is still subject to the possibility of the former owner (or another party) reviving the title by paying off the arrears, in which case they would benefit from any improvements made.

Under the *Municipal Government Act* (MGA), the MD must sell tax forfeiture properties for a price that is as close as reasonably possible to market value. One common method is to establish a reserve bid based on the assessed value. That said, the MD has more flexibility than in a standard tax sale and can set a reserve bid slightly below the assessed value, typically, up to 10% less is acceptable.

For PT SW-32-72-4-5 (Mitsue Industrial) and Plan 2158RS, Block 7, Lot 1 (707 7th Street, Smith), Council has the option not to set a reserve bid, as these parcels are owned outright by the MD.

ALTERNATIVE
Proceed as proposed.
Retain the properties for potential future municipal use.
List the properties through a commercial real estate broker.
Pursue long-term leases or other non-sale arrangements.

BENEFIT/RISKS:
Benefits:

- Generates revenue from non-productive assets.
- Returns land to private ownership and property tax roll.
- Supports community growth and development opportunities.

Risks:

- Market demand may be limited, particularly in rural or serviced-challenged areas.
- Public perception that properties are sold below perceived value.
- Some parcels may require further due diligence (e.g., environmental or geotechnical assessments).

STRATEGIC ALIGNMENT:
The disposition of surplus MD-owned lands aligns with the Municipal-Owned and Tax Forfeiture Land Sales Policy and MD's strategic priorities related to asset management, fiscal responsibility, and promoting rural development. It also supports the goal of effective land use planning and optimizing municipal land holdings.

FINANCIAL IMPLICATION:
Revenue generated from the sale of the properties will be directed to general revenue or earmarked for strategic projects, subject to Council direction. There may be minor administrative or legal costs associated with land title adjustments and public auction facilitation. All tax forfeiture sale proceeds will need to adhere to the MGA.

OTHER CONSIDERATIONS:

- Legal assistance may be required for the terms and transfer of title.
- A reserve bid may be required for specific parcels (Tax Forfeiture) to adhere to the MGA.
- Timing of the sale (e.g., before winter) may affect marketability.

COMMUNICATION STRATEGY:
Administration will prepare a public communication strategy once Council approval is received, including:

- Coordinating auction details and timelines with Allen B. Olson Auction Services Ltd.
- Advertising the sale on the MD website, social media, and local publications.
- Ensuring transparency through disclosure of property conditions and legal disclaimers.
- Notifying adjacent landowners and stakeholders as appropriate.

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

POLICY TITLE: MUNICIPAL-OWNED AND TAX FORFEITURE LAND SALES	POLICY NO.: ADM-12-29
RESOLUTION: 157-25	EFFECTIVE DATE: 2025-04-09
DEPARTMENT RESPONSIBLE: Administration/Finance	NEXT REVIEW DATE: 2028-04-09

POLICY STATEMENT:

The Municipal District of Lesser Slave River No. 124 (MDLSR) is committed to the prudent stewardship and disposal of municipal land in accordance with the *Municipal Government Act* (MGA) and other applicable legislation. MDLSR shall retain lands required for municipal purposes and dispose of surplus lands in a manner that is transparent, equitable, and fiscally responsible, ensuring alignment with the public interest and municipal objectives.

DEFINITIONS:

Administration means the administrative and operational staff of the Municipal District of Lesser Slave River No. 124.

Appraisal means a formal valuation of municipal land, conducted by a certified independent appraiser within one year preceding the sale.

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

Council means all members of the Municipal District of Lesser Slave River No. 124 duly elected and currently holding office.

Disposal means the process by which municipal land is transferred, sold, leased, or otherwise divested from the municipality's ownership, in accordance with legal, financial, and policy guidelines.

Market Value means the amount that a property, as defined in section 284(1)(r) of the *Municipal Government Act*, might expected to realize if it is sold on the open market by a willing seller to a willing buyer.

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

MGA means the Municipal Government Act, RSA 2000, c M-26, as amended.

Municipal Land Inventory means the comprehensive inventory of properties or interests in Real Property managed by the Municipal District of Lesser Slave River No. 124.

Real Property means any right, interest, or benefit in land, real or equitable, which includes improvements on, above or below the surface of the land. The ownership of such real property entails the right of use, control and Disposal of land and all buildings and structures constructed thereon or any other interest in the land.

Surplus means Land that has been reviewed and determined to no longer be required for municipal purposes.

Tax Forfeiture Title means when the municipality registers its name on the title when a property goes unsold at a public auction. This allows the municipality to rent, license, lease, or dispose of the property in accordance with the provisions listed in the *Municipal Government Act.*

PRINCIPLE:

1. Statutory Compliance: All land disposal shall adhere to the provisions of the MGA and relevant provincial and municipal regulations.

2. Municipal Interests: MDLSR will prioritize municipal needs, ensuring that retained lands support future growth, infrastructure, and public use.

3. Fair and Transparent Process: The disposal process shall be open, competitive, and subject to Council approval to ensure equitable opportunities for all interested parties.

4. Optimization of Municipal Assets: MDLSR will endeavour to secure Market Value for all disposals unless Council determines that a deviation serves the broader public interest.

5. Council Oversight and Accountability: All land disposals shall be subject to Council approval, ensuring alignment with municipal strategic objectives, financial prudence and adhere to the provisions of the MGA and relevant provincial and municipal regulations.

RESPONSIBILITIES:

6. Council
    a. Declares land as surplus following a comprehensive review by Administration annually.
    b. Determines which Land Disposal Method will be used (Realtor Sale, Public Sale, Public Auction, or any other approved process).
    c. Establishes the terms, conditions, and minimum disposal price of surplus lands.
    d. Approves final land disposals, including any below-market-value transactions deemed to serve the public interest.
    e. Ensures that land disposals align with municipal planning, economic development, and financial strategies.

7.Administration

a. Maintains the Municipal Land Inventory and ensures accurate record-keeping, including the status of the property (Municipal Reserve, Environmental Reserve, Clear Title, Tax Forfeiture)

b. Conducts land appraisals and market analyses to determine Market Value.

c. Recommends surplus land declarations to Council based on operational assessments.

d. Facilitates any applicable public notice, bidding, and legal processes related to land disposal.

e. Ensures compliance with all applicable legislative requirements including advertising requirements.

8. Land Disposal Methods

MDLSR may dispose of land through various methods, ensuring transparency, fairness, and compliance with municipal policies. Including, but not limited to:

a. Realtor Sale:
   - Lands may be listed with a licensed realtor, following MDLSR's Procurement of Goods and Services Policy.
   - The selection process will ensure competitive commissions, and legal agreements will be reviewed by MDLSR's legal counsel.

b. Public Sale:
   - Lands actively for sale will be advertised, and Council will set a reserve bid.
   - Bids must be submitted in sealed envelopes, with purchasers covering legal costs unless directed otherwise.
   - If no bids meet the reserve price, other disposal methods may be considered.

c. Public Auction:
   - MDLSR may conduct a public auction with a professional auctioneer.
   - The auction will be advertised, and adjacent residents will be notified.
   - Council will establish a reserve price before the auction.

_"Original Signed"_____ _May 6, 2025_____
Chief Administrative Officer Date

_"Original Signed"_____ _May 6, 2025_____
Reeve Date

RELATED DOCUMENTS: Municipal-Owned Land Sale Procedure
Procurement of Goods and Services Policy

SPECIAL NOTES/CROSS-REFERENCE: N/A

AMENDMENT DATE: N/A

Lesser Slave River

Request for Decision

Title:	2025/2026 Rugged & Real Post-Secondary Scholarship
Date:	7/9/2025
Presented By:	Nicky van Deventer, Human Resources Manager
Attachments:	Policy CL-11-03 Rugged & Real Post-Secondary Scholarship

Proposed Motion	*Move that Council award the 2025/2026 Rugged & Real Post-Secondary Scholarship in the amount of $1000 to _____*
Administration's Recommendation(s)	As proposed.

BACKGROUND:

Each year Council awards the Rugged & Real Post-Secondary Scholarship to individuals who resides in the Municipal District of Lesser Slave River No. 124.

In October of 2023, the Rugged & Real Post-Secondary Scholarship Policy (CL-11-03) was amended. The Policy states that Council will award at least one scholarship annually.

Judging Criteria:

All applications for the Rugged & Real Post-Secondary Scholarship Program will be reviewed by Council.
The successful candidate will be selected based on eligibility and an evaluation of their speech/essay using the following criteria Points – Citizenship and community involvement (Leadership capabilities/mentorship)
· 30 Points – Delivery (audience connection, flow of information, ease, and understandability)
· 30 Points – Citizenship and community involvement (leadership capabilities/mentorship)
· 30 Points – Creativity and Originality
· 10 Points – Length (appropriate length).

All of the applicants meets the eligibility requirements. Administration has reviewed all applications using the above criteria.

ALTERNATIVE OPTIONS:

1. Move that Council award the 2024/2025 Rugged & Real Post-Secondary Scholarship in the amount of $1000 to_____.
2. Move that Council award 3 2024/2025 Rugged & Real Post-Secondary Scholarships in the amount of $1000 each to _____, _____ and _____.
3. Moved that Council accept the 2024/2025 Rugged & Real Post-Secondary Scholarship for information.

BENEFIT/RISKS:

Benefit: Recognizes youth and residents of the MDLSR and their contribution to our Community.

Risk: None

STRATEGIC ALIGNMENT

Aligns with Policy CL-11-03 (Rugged & Real Post-Secondary Scholarship)

FINANCIAL IMPLICATION:

$1000 - $3000.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Applicants will be notified of Council's decision and successful applicant(s) will be posted on our website.

Prepared By: Nicky van Deventer, Human Resources Manager
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

MD of LESSER SLAVE RIVER

Policy

Title:	**RUGGED & REAL POST-SECONDARY SCHOLARSHIP**
Policy Number:	**POLICY CL – 11 – 03 (Supersedes A10 – Amended)**
Effective Date:	**October 11, 2023**
Resolution:	**396-23**
Department Responsible:	Council
Supersedes Policy No:	**A10**
Next Review Date:	**October 11, 2026**

POLICY STATEMENT:

In keeping with our vision that the Municipal District of Lesser Slave River No. 124 is a municipality where prosperity is the norm, and where people are equipped to care for themselves, for the land, and one another, Council wishes to provide a scholarship to a worthy student from the Municipal District who reflects our values and who has been accepted at a post-secondary institution for a trade, diploma, or degree program to reflect that desired vision.

DEFINITIONS:

'Applicant' means any individual who has applied for the Rugged and Real Post-secondary Scholarship Program

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

'Municipal District' means the Municipal District of Lesser Slave River No. 124

PRINCIPLE:

To establish an annual scholarship entitled the "Municipal District of Lesser Slave River No. 124 Rugged and Real Post-secondary Scholarship Program" and the criteria for awarding it. A secondary purpose is that of engaging residents who are pursuing further studies to better themselves.

1. **Eligibility**
   a) Applicants must be high school graduates and currently reside in the Municipal District of Lesser Slave River No. 124; applicants may also be seasonal/student staff of the MD, regardless of residence.
   b) Applicants must provide evidence of acceptance in a post-secondary program for a trade, diploma, or degree program.
   c) Applicants must complete the prescribed application form for the scholarship and provide a resume.
   d) For clarity, there is no requirement that the scholarship recipient is required to return to the Municipal District upon graduation, but it is hoped that they will be an informal future ambassador for it.

2. **Application Deadline**
   a. Applications with required information shall be due by 4:30 p.m. on the last Friday of June. No exceptions will be made for late applications.
   b. Administration will ensure that the scholarship and deadline of application is communicated through the Municipal District website and social media platforms.

3. **Value**
   a. The scholarship(s) shall be $1,000 and Council will set aside funds for at least one scholarship annually.

4. **Judging Criteria**
   - All applications for the Rugged & Real Post-secondary Scholarship Program will be reviewed by Council. The successful candidate will be selected based on eligibility and an evaluation of their speech/essay using the following criteria Points - Citizenship and community involvement (leadership capabilities/mentorship)
   - 30 Points - Delivery (audience connection, flow of information, ease, and understandability)
   - 30 Points – Citizenship and community involvement (leadership capabilities/mentorship)
   - 30 Points - Creativity and Originality
   - 10 Points - Length (appropriate length)

5. **Payment of Scholarship**
   a. A cheque shall be issued in the applicant's name upon awarding of the scholarship.

"Original Signed" — October 23, 2023
Chief Administrative Officer — Date
Barry Kolenosky

"Original Signed" — October 24, 2023
Reeve — Date
Murray Kerik

SPECIAL NOTES/CROSS REFERENCE: A10 Rugged & Real Post Secondary Scholarship Procedure
AMENDMENT DATE: October 11, 2023

Lesser Slave River

MD of LESSER SLAVE RIVER

Procedure

PROCEDURE TITLE: RUGGED & REAL POST SECONDARY SCHOLARSHIP	**PROCEDURE NO.: CL-11-03.01**
RESOLUTION: 397-23	**EFFECTIVE DATE: 2023-10-11 NEXT REVIEW**
DEPARTMENT RESPONSIBLE: Council	**DATE: 2026-10-11**

GENERAL GUIDELINES:

This procedure is to ensure that every application is reviewed in a consistent manner following the criteria for awarding it.

DEFINITIONS:

'Applicant' means any individual who has applied for the Rugged and Real Post-secondary Scholarship Program

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

'Municipal District' means the Municipal District of Lesser Slave River No. 124

PROCEDURE:

Administration will manage all Rugged & Real Post-Secondary Scholarship Applications for the Municipal District, which includes the following:

- Advertising the scholarship on the Municipal District website and social media platforms;
- Respond to applicants' questions in the timely manner;
- Receive and process all applications;
- Ensure no exceptions are made to late applications, the deadline for application is 4:30 p.m. on the last Friday of June;
- Maintain detailed records of applicants, including past scholarships received from the Municipal District; and
- All information contained within the application is kept **confidential and not a public record**.

Administration will follow the processes below when bringing grant funding applications forward:

- Ensure applications meet the following criteria:
    - Must be a high school graduate;
    - Currently resides in the Municipal District of Lesser Slave River No. 124 or is a seasonal/student of the MD regardless of residence; and
    - Has provided evidence of acceptance in a post-secondary program or trade diploma, or degree program.

- Prepare an RFD to be presented during a closed session next Regular Meeting of Council after the application deadline, including:
    - Application and supporting documentation;
    - Evidence of acceptance in a post-secondary program or trade diploma, or degree program;
    - Evaluate applications (speech/essay) using the following criteria and present recommendations with reasons.
    - 30 Points - Citizenship and community involvement (leadership capabilities/mentorship)
    - 30 Points - Delivery – (audience connection, flow of information, ease, and understandability)
    - 30 Points - Creativity and Originality
    - 10 Points - Length (appropriate length); and
    - List applications in order of highest to lowest scoring.
- Once awarded, prepare letter from the Municipal District, to be signed by the Reeve and prepare RFC for account payable in a timely manner;
- Send correspondence/cheques to the applicants indicating, successful or unsuccessful, and encourage unsuccessful recipients to resubmit an application the following year if they meet the eligibility criteria; and
- Ensure scholarship recipients are advertised on the MD Website and social media platforms.

Community Services will continuously monitor the policy and procedure for effectiveness and make necessary changes as required.

"Original Signed"
Chief Administrative Officer
Barry Kolenosky

October 23, 2023
Date

SPECIAL NOTES/CROSS-REFERENCE: A10 Rugged & Real Post Secondary Scholarship Policy

AMENDMENT DATE: October 11, 2023

Lesser Slave River

Request for Decision

Title:	Municipally Owned Community Hall Utilization Process Policy
Date:	July 9, 2025
Presented By:	Sandra Rendle
Attachments:	Municipally Owned Community Hall Utilization Process Policy REC-72-12 Municipally Owned Community Hall Utilization Process Procedure REC-72-12.01

Proposed Motion	*Move that Council adopt Policy REC-72-12 Municipally Owned Community Hall Utilization Policy as presented.* *Move that Council accept Procedure REC-72-12.01 Municipally Owned Community Hall Utilization Procedure for information.*
Administration's Recommendation(s)	As proposed.

BACKGROUND:
The Municipally Owned Community Hall Utilization Process Policy (REC-72-12) and accompanying Procedure (REC-72-12.01) were presented to Council at the Committee of the Whole meeting on June 12, 2025. At that meeting, Council directed Administration to bring the documents forward for approval at the next Regular Meeting of Council.

This updated policy and new procedural framework are intended to replace Policy REC-72-03, which was last reviewed in 2016. Since that time, community needs, facility usage patterns, and economic conditions have evolved considerably. The updated policy reflects these changes and introduces a more transparent, equitable, and efficient process for booking municipally owned community halls. It also provides greater clarity on fee structures, prioritization of use, and roles and responsibilities.

ALTERNATIVE OPTIONS:
Adopt as presented.
Adopt as amended.
Direct Administration to bring back to an upcoming Committee of the Whole meeting for further discussion.

BENEFIT/RISKS:
Benefits:

- Provides a clear, consistent framework for managing community hall bookings.
- Enhances transparency and fairness in allocating space to user groups.
- Supports improved record-keeping and usage tracking.
- Encourages increased community engagement and utilization of municipal facilities.

Risks:

- Some user groups may be resistant to changes in long-standing practices.
- Increased administrative oversight may be initially required during implementation.
- Misunderstandings may arise if changes are not effectively communicated to stakeholders.

STRATEGIC ALIGNMENT:
This supports the Municipal District's strategic priorities by promoting effective governance and service delivery through the modernization of facility use practices and ensuring equitable access for all user groups. Additionally, it contributes to community well-being and engagement by enhancing the usability of public spaces for a variety of events, programs, and gatherings, thereby fostering stronger community connections and encouraging inclusive participation.

FINANCIAL IMPLICATION:
Implementation of the updated policy may require some minor administrative adjustments, but these can be managed within the current budget.

A revised fee structure, designed to strike a balance between affordability for community groups and the need for cost recovery, will be presented to Council in August as part of the updated Fees for the Provision of Goods and Services Bylaw. This will help support the long-term financial sustainability of our community facilities.

OTHER CONSIDERATIONS:
To further improve efficiency and accessibility, Administration will be working toward implementing an online booking system on the MD's website. This tool will help streamline the booking process for both users and staff, reducing administrative workload and enhancing overall service delivery. Additionally, opportunities for periodic review will be built into the policy to ensure it remains responsive to community needs and continues to reflect best practices over time.

COMMUNICATION STRATEGY:
Once the policy and procedure are approved, Administration will roll out a clear and supportive communication plan to help everyone adjust to the changes. Updates will be made to the MD's website, booking forms.

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

Lesser Slave River

Title: **MUNICIPALLY OWNED COMMUNITY HALL UTILIZATION PROCESS**

Policy Number: **REC-72-12**

Effective Date: **2025-07-09**

Resolution: To be added once approved by Council

Lead Department Responsible: Community Services

Supersedes Policy No: **REC-72-03**

Next Review Date: **2028-07-09**

POLICY STATEMENT:

The Municipal District of Lesser Slave River No. 124 (MDLSR) values recreational, social, cultural, educational, and athletic opportunities and initiatives throughout the municipality.

MDLSR owns and operates community access points in the form of community halls located in the Hamlets of Widewater, Smith, and Flatbush.

These community halls are available for use by non-profit organizations for small-scale community events such as meetings, celebrations, and festivals. They may also be used for funerals and private rentals, including weddings, anniversaries, and similar gatherings.

All users of the community halls are expected to leave the facility in the same condition in which it was found.

DEFINITIONS:

Booking means the reservation of a community hall for a specific date and time through the MDLSR's established rental process.

Community Event means a gathering or occasion organized by local residents or groups intended to promote social, cultural, or recreational benefits for the community.

Community Hall means a municipally owned and maintained facility located in the Hamlets of Widewater, Smith, or Flatbush, available for community use as outlined in this policy.

Damage Deposit means a refundable amount collected by MDLSR to cover any damages, excessive cleaning needs, or non-compliance with the rental agreement.

Event Organizer means the individual responsible for planning and overseeing an event, including compliance with the rental agreement, adherence to safety regulations and ensuring the hall is cleaned and restored after use.

Facility Access means the use of any portion of a community hall by a user during an approved booking period.

I**nsurance** means liability coverage required for certain hall rentals. Proof of insurance must name the Municipal District of Lesser Slave River No. 124 as an additional insured, unless otherwise waived by MDLSR.

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

Memorial Service means a ceremony, funeral, wake or celebration of life organized to honour a deceased person, which may be private or open to the public.

Non-Profit Organization means a group or association operating without the goal of profit, typically for charitable, community service, educational, cultural, or recreational purposes.

Orientation means a pre-event walkthrough or meeting conducted by MDLSR staff with the user to review hall procedures, responsibilities, and emergency protocols. This may be required for large events or first-time renters.

Post-Inspection means an assessment conducted by MDLSR staff after the event to evaluate cleanliness, damages, and adherence to the rental agreement.

Pre-Inspection means a walkthrough of the facility conducted with the user prior to the event to assess the hall's condition, review procedures, and transfer keys if applicable.

Private Rental means a booking of a community hall by an individual or group for a private event not open to the public (e.g., weddings, anniversaries, family reunions).

Rental Agreement means the formal agreement outlining terms, conditions, responsibilities, and applicable fees for the use of a community hall.

Rental Fee means the amount charged by MDLSR for use of a community hall, as determined by the current fee structure approved by Council.

User means any individual, group, or organization who books and uses a community hall.

PRINCIPLE:

This policy provides a framework for the consistent, fair, and responsible use of MDLSR community halls.

1. Public Access to Community Facilities

Community halls are valuable public resources that support social cohesion, volunteerism, and quality of life in rural and hamlet communities.

a. MDLSR community halls are made available to a broad range of users including non-profit organizations, local community groups, and individuals.
b. Facility access is intended to be inclusive and equitable, with availability determined on a first-come, first-served basis through a centralized booking process.
c. The halls are designed to accommodate events of community interest (e.g., meetings, town halls, fundraisers), as well as private functions that align with appropriate use.

2. Respectful Use and Shared Responsibility

The sustainability of MDLSR's community halls depends on responsible use by all parties. Each user contributes to the longevity and continued availability of the space.

a. Users are expected to treat the facility with respect, follow all terms outlined in the rental agreement, and report any incidents, damage, or hazards.
b. At minimum, users must ensure the hall is cleaned, all furniture and equipment returned to its original place, and waste properly disposed of.
c. A "leave it as you found it" standard applies to every rental. Inspections will be conducted before and after use.
d. Any misuse or neglect of responsibilities may result in additional fees, temporary suspension of booking privileges, or denial of future access.

3. Clear and Transparent Booking Process

MDLSR is committed to maintaining a booking system that is easy to navigate, transparent, and consistent.

a. Bookings are managed through MDLSR administration, with rental applications reviewed and confirmed based on availability and policy alignment.
b. Rental fees, if applicable, will be set and reviewed by MDLSR to reflect fair market value while remaining accessible to local users and groups.
c. The process includes clear communication of responsibilities, costs, insurance requirements (if any), and cancellation policies.
d. Special consideration may be given to community groups, not-for-profit events, or memorial services, subject to Council direction.

4. Defined Roles and Expectations

Clarity of roles helps ensure efficient operations and consistent user experience.

a. MDLSR Responsibilities include:
    - Maintaining the physical condition of halls (repairs, upgrades, cleaning between events as required)
    - Managing bookings, communicating policies, and monitoring compliance
    - Reviewing and updating the policy to ensure alignment with municipal goals and service levels

b. User Responsibilities include:
    - Ensuring compliance with hall rules and conditions of use
    - Taking responsibility for event setup, takedown, and cleanup
    - Obtaining any required permits, licenses, or insurance related to their specific event

5. Commitment to Continuous Improvement

This policy reflects MDLSR's ongoing efforts to support responsive and effective community services.

a. Feedback from hall users is welcomed and will be used to improve services, identify gaps, and plan future facility enhancements.
b. MDLSR will regularly assess how well the policy supports equitable access, operational efficiency, and user satisfaction.
c. Staff may recommend policy updates or fee structure changes based on usage trends, facility condition, or community demand.

_____

_____

Chief Administrative Officer Date

_____

_____

Reeve Date

RELATED DOCUMENTS: REC-72-12.01 – Municipally Owned Community Hall Utilization Process.

Lesser Slave River

TITLE: MUNICIPAL OWNED COMMUNITY HALL UTILIZATION PROCESS

PROCEDURE NO: REC-72-12.01

RESOLUTION:

EFFECTIVE DATE: 2025-07-09

DEPARTMENT RESPONSIBLE: Community Services

NEXT REVIEW DATE: 2028-07-09

GENERAL GUIDELINES:

These guidelines apply to all users of MDLSR community halls, including private renters, community groups, funeral organizers, and internal MDLSR departments. They help ensure respectful, safe, and consistent use of the facilities.

DEFINITIONS:

Booking means the reservation of a community hall for a specific date and time through the MDLSR's established rental process.

Community Event means a gathering or occasion organized by local residents or groups intended to promote social, cultural, or recreational benefits for the community.

Community Hall means a municipally owned and maintained facility located in the Hamlets of Widewater, Smith, or Flatbush, available for community use as outlined in this policy.

Damage Deposit means a refundable amount collected by MDLSR to cover any damages, excessive cleaning needs, or non-compliance with the rental agreement.

Event Organizer means the individual responsible for planning and overseeing an event, including compliance with the rental agreement, adherence to safety regulations and ensuring the hall is cleaned and restored after use.

Facility Access means the use of any portion of a community hall by a user during an approved booking period.

I**nsurance** means liability coverage required for certain hall rentals. Proof of insurance must name the Municipal District of Lesser Slave River No. 124 as an additional insured, unless otherwise waived by MDLSR.

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

Memorial Service means a ceremony, funeral, wake or celebration of life organized to honour a deceased person, which may be private or open to the public.

Non-Profit Organization means a group or association operating without the goal of profit, typically for charitable, community service, educational, cultural, or recreational purposes.

Lesser Slave River

Orientation means a pre-event walkthrough or meeting conducted by MDLSR staff with the user to review hall procedures, responsibilities, and emergency protocols. This may be required for large events or first-time renters.

Post-Inspection means an assessment conducted by MDLSR staff after the event to evaluate cleanliness, damages, and adherence to the rental agreement.

Pre-Inspection means a walkthrough of the facility conducted with the user prior to the event to assess the hall's condition, review procedures, and transfer keys if applicable.

Private Rental means a booking of a community hall by an individual or group for a private event not open to the public (e.g., weddings, anniversaries, family reunions).

Rental Agreement means the formal agreement outlining terms, conditions, responsibilities, and applicable fees for the use of a community hall.

Rental Fee means the amount charged by MDLSR for use of a community hall, as determined by the current fee structure approved by Council.

User means any individual, group, or organization who books and uses a community hall.

PROCEDURE:

1. Booking Process

Step 1: Initial Inquiry

- The user contacts MDLSR by phone, email, or in person, online by filling out the **Community Hall Rental Request Form** to inquire about hall availability and rental terms.
- MDLSR staff provides rental information, including hall options, capacity, rates, and terms of use.

Step 2: Submit Rental Request Form

- The user completes a **Community Hall Rental Request Form** and submits it to MDLSR.
- The form includes:
    - Name and contact information of the renter
    - Date(s) and time(s) requested
    - Purpose of the event
    - Expected number of attendees
    - Additional services required (e.g., tables, chairs, AV equipment)

Step 3: Review and Confirmation

- MDLSR staff reviews the request and confirms availability.

- Rental eligibility and alignment with policy guidelines are verified.
- If approved, the booking is confirmed in writing and added to the hall calendar.
- A rental agreement is issued for the user's signature.

2. Rental Agreement & Payment

Step 4: Sign Agreement & Submit Payment

- The renter signs the rental agreement and submits:
  - Applicable rental fees
  - Damage deposit (if required)
  - Proof of insurance or waiver (if applicable)
- MDLSR issues a receipt and confirms the booking is finalized.

Step 5: Pre-Use Orientation (If needed)

- For larger or first-time events, MDLSR may arrange a facility orientation.
- Key procedures (e.g., access, cleanup, waste disposal, emergency exits) are reviewed.

3. Facility Use

Step 6: Pre-Inspection and Access

- The user will meet with an MDLSR Staff member at the hall for the pre-inspection and keys, during business hours or as otherwise arranged.
- A pre-inspection form will be used for tracking.

Step 7: Event Occurs

- The renter is responsible for:
  - Ensuring attendees follow all hall rules
  - Setting up and taking down tables, chairs, and decorations
  - Preventing damage or misuse of the facility
  - Complying with fire, health, and safety regulations

4. Post-Event Responsibilities

Lesser Slave River

Step 8: Cleaning and Hall Reset

- The hall must be cleaned and restored to its original condition immediately after the event.
- Requirements include:
  - Sweeping/mopping floors
  - Wiping tables and counters
  - Putting away furniture
  - Emptying garbage and recyclables
  - Securing windows and doors

Step 9: Key Return and Final Inspection

- MDLSR staff will conduct a post-event inspection with the users at the agreed upon time:
  - If no damage is found and cleaning is adequate, the damage deposit is refunded.
  - If issues are identified, follow-up action may include a cleaning fee or withholding part/all of the deposit.

5. Cancellations and Refunds

Step 10: Cancellation by Renter

- Cancellations must be submitted in writing.
- Full refunds may be issued with reasonable notice (30 days or more prior to the event).
- Late cancellations may be subject to a partial refund or forfeiture of deposit.

Step 11: Cancellation by MDLSR

- In rare cases, MDLSR may cancel a booking due to emergencies, maintenance, or policy violations.
- Full refunds will be issued, and MDLSR will assist in rescheduling where possible.

Lesser Slave River

Barry Kolenosky – Chief Administrative Officer Date

Lesser Slave River

Request for Decision

Title:	Agricultural Services 2nd Quarter Report
Date:	July 09, 2025
Presented By:	Shari Spencer, Assistant Director of Field Services
Attachments:	

Proposed Motion	*Move to accept Agricultural Services 2nd Quarter Report for information.*
Administration's Recommendation(s)	As proposed.

BACKGROUND:

Capital:

- Degelman roadside mower was purchased from Dionco Sales for $87,001.60

Operational - ASB:

- 2 staff attended Wild Boar Tracking training in Mayerthorpe
- 125 weed inspections have been completed across the Municipality
- The roadside spraying program will be completed by the same contractor as previous years and should be completed by July 15th.
- ASB grant reporting was submitted for 2024 deadline
- New Agriculture fieldman starts at the end of August
- Pembina North School Fundraiser (80 golfers participated 100 attended supper and silent auction. Raised $20,000.00)
- Technicians have manually removed a significant quantity of Himalayan Balsam (Impatiens glandulifera) from the Lesser Slave River Regional Waste Management Facility
- Both Meadow Hawkweed (Pilosella caespitosa), formerly Hieracium, as well as Wild Caraway (Carum carvi) are appearing in the Flatbush area and are weeds of concern to be noted.
- Traps placed for Bertha Army Worm Traps.
-

Operational - Landscape

- 11 Seasonal Employees are currently employed.
    - Five- Landscape Technicians
    - Two-Beautification Technicians
    - Two-Roadside Mower Operators
    - Two-Weed & Pest Inspectors

- Annual spring beach cleanup took place at Devonshire Beach on May 14, 2025
- Trailering and Cargo Securement training was provided by Ground Force Training for all seasonal staff
- Roadside Mower training was provided for the roadside mower operators by Ground Force as well

- The department is maintaining the grounds at 50 sites this year including popular tourism locations, community complexes, municipal facilities, and provincial recreation areas.
- Flowers have been planted and placed at various locations around the MD; we have reduced the overall number of flower baskets this year due to theft
- Outhouses are posing a challenge this season due to frequent vandalism and theft. There are 24 outhouses currently being serviced; 10 of which are located at Provincial Recreation Areas
- crews assisted in the re-staining of gateway signs and Marten Beach boardwalks, as well as with a community event in Flatbush.

Prepared By: Shari Spencer, Assistant Director of Field Services
Reviewed By: Morgan Cryderman, Vegetation Lead Hand
Approved By: Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title	Capital Projects Quarterly Report
Date	July 9, 2025
Presented By:	Shari Spencer, Assistant Director of Field Services
Attachments	

Proposed Motion	*Move that Council accept the Capital Projects 2025 Q2 Quarterly Report as Information*
Administration's Recommendation(s)	As proposed

2nd Quarter Report – *April - June*

Capital

Smith Subdivision

Administration is very near finalizing its land sale policy and will bring forward a list of properties for disposal in April. In the meantime, Administration is investigating to determine what work needs to be completed to subdivide the land.

Smith Pavement Rehabilitation

Patching is planned for the summer months; however direction is needed for a more wholistic solution that can be balanced within our ten year capital plan.

Old Smith Highway Reroute

The road surface stood up very well during spring thaws, the recent heavy rain and use during the traffic detour. Atco removed the old power poles and Avid have now completed the landscaping. There were two sections where the hill slid, these have been cut back and drainage provided. 1.8 km of straw waddling has been installed and the grass is beginning to establish which will reduce erosion. The last task by Avid will be a final reshaping of the road surface and compacting the approaches. Avid should be done by the first week of July. Remaining work includes replacing the landowner's fence on the north side and planting trees to stabilize the stream bed on the west crossing.

Smith Bridge Preliminary Design

Preliminary design is complete; Associated Engineering sent the final response to questions from the technical standards branch of Alberta Transportation in late May 2025. Preliminary design was closed out with the stamping and sealing of the Structural Alternatives Report.

BF79260 Flatbush Creek Bridge Culvert Replacement

Construction was started in mid-June and is expected to be completed in early July. As of the agenda deadline, nothing unexpected had arose during construction.

Smith Raw Water Pump Chamber and Pipe Replacement
The new pump chamber has been in service since January. Project is complete other than a small leak in the chamber foundation, which is warranty work. This work should be completed in the next week or two and we can close this project out.

PLC Upgrades
The PLC upgrade and SCADA Host upgrade were successfully completed during the week of March 17-21 and the entire WTP is now running on the new system. Completed all of the outstanding deficiencies and just waiting on the as-built drawings from contractor to close out project

Ranch Road Culvert Replacement
This contract was awarded to Boss Bridgeworks for $320,625 in May. The contractor is planning to move to this site once they complete there are finished the job at BF79260. The contractor is required to provide three weeks notice to the travelling public before they close the East end of the Ranch Road.

SL Office Renovations & Expansion
Office reconfigurations are complete, the conference room renovations are almost complete. The Legal Files have been digitized and relocated to the administration storage shed in the parking lot. The reception desk should be completed sometime this summer and will be installed over the weekend.

Fire Engine
Tender was issued in February and awarded in March to Acres Industries for $819,800. The deposit has been paid, and the build is in progress.

Security Upgrades to Facilities
Door access and security cameras are completed in the South Shore Wastewater Treatment plant, Widewater Water Booster Station, and Widewater Reservoir. Next will be the Flatbush Complex, and Flatbush Water Truck Fill.

Mitsue Paving Prep
The geotechnical report was received on June 20, 2025. Administration is working to complete the second portion of the EOI for the pre-qualified proponents. Unfortunately the Local Municipal Initiatives grant was not successful, so this project has to be re-evaluated before it can progress.

Smith Water Treatment Plant Pretreatment Upgrade
Project is at the 40% engineering and design phase with Engineering completion in July and will be out to tender in the third quarter of 2025. We will be ordering the equipment with long delivery times in July. Site construction start in the third quarter of 2025. Construction completion is estimated to be end of the first quarter of 2026.

Wier Area Development
The Lands Division - Alberta Forestry and Parks is very enthusiastic about the wheelchair accessible deck and are working in partnership with the MD. A design for a 30' by 30' deck has been prepared and initial pricing indicates that the costs are within the budget. Quotes have been requested for the supply and installation of all components of the deck. An application was submitted to Alberta Environment and is being processed. Alberta Forestry and Parks are working on the TFA from Alberta lands and Fisheries and Oceans have been contacted.

Utility Pond Dredging
Contractors have been contacted to schedule the work in the Fall to avoid high use times.

Widewater Lift Station Upgrade – Engineering
Engineers were onsite to assess the current site and are in the process of compiling design option.

Mitsue Water Plant Upgrade - Engineering
Currently gathering information from Mitsue Stakeholders, have a meeting planned to evaluate.

Grader Replacement
The grader was delivered on June 27, 2025 and the trade-in was taken the same day.

Pick-Up Replacement
The pick-ups have arrived at the dealer in Grande Prairie, who is installing tires and accessories as per the tender package, and delivery will be arranged for the second week of July.

Front End Loader Replacement
Delivery is expected on July 4th .

Mower with Flex Arm
The mower was delivered on June 2nd and is now in operation.

Otter Creek Culvert Replacement
This project is in the process of securing environmental permits and detour routes.

Widewater Campsite Sewer System
Working with MD administration and ATCO Electric to get the main service for this site installed and energized as per the lease agreement with the new tenant. Some of the electrical equipment and copper wires were removed from the site since it was decommissioned in 2012, so the electrical system required some additional work to get it functional again. The electrical work was completed last week and an energization request has been submitted to ATCO and should be energized by the end of this week.

Marten Beach Flood Mitigation
The Flood Preparedness Plan was approved by council in May, and has been posted to the Municipal Website. The Flood Response Unit has been commissioned and was staged for operation in time for the June 12/13th storm, although thankfully it wasn't needed.

Flatbush Complex Roof
A contract has been awarded to repair the roof and install new gutters. This will be done in the fall.

Operational

Municipal Development Plan & Land Use Bylaw Plan Alignment
First reading has taken place and a public hearing was held in June 2025. There was good feedback and participation from the public, and several changes will be made before second reading. Second reading is anticipated in July, so that the bylaw can be passed in August or September.

Municipal Servicing Standards
An agreement has been entered into with Urban Systems and Associated Engineering to complete the technical portion of this work. A kick off meeting was held in June and the project is in process. Collaboration on the project also continues with the Town of Slave Lake, in accordance with the ACP grant.

Smith Raw Waterline Repair
Project was completed and put into service on May 22.

Smith WTP Raw Water Intake Screens Repair
Have started working with diving contractor on determining the best approach for repair and/or replacement of the intake

screens. A detailed work procedure will be developed in the third quarter of 2025. This work will be done in January/February 2026 through the ice.

Valve Maintenance Program
75 % complete, Summit has done most locations except Mitsue. 3 valves scheduled for replacement in Canyon.

Preventative Maintenance Program

An operator is working with a project manager to configure asset essentials with maintenance programs. Early stages, capital projects is helping train operator to enter historical data.

IT System Audit
We have awarded the contract for the IT system audit and are currently working with the vendor to get a contract and a non-discloser agreement in place and once that is done, we will provide access to the IT network so they can begin the system audit and will follow up with site visits to review the hardware installations.

Energy Audit
Energy Audits at MD office, Smith Community Complex and the Smith Arena are complete and a report on all the findings and recommendations for these facilities was presented to council in April. Many of the power savings opportunities have been implemented. It is estimated that nearly $1800 per month is being saved now based on the changes already implemented (plus the savings for the heat recovery system at SSWWT installed last year). The Southshore Waste Water Treatment Plant audit is being done now. Instrumentation is being installed at the Canyon Creek campground in order to determine what their largest power users are. The campsite managers will be able to see the usage for each site at any time or averaged over any period.

Grant Dependant:
The following projects were approved contingent on the Municipality receiving grant funding. Unfortunately, none of the applications were successful and now need to be re-evaluated by Administration and Council. Some of these projects could be funded entirely by the MD, and some could wait for future funding opportunities and some may need a different mediation strategy to remain operational until a new funding strategy can be determined.

- Marten Beach Fire Guard – Phase 2
- Broken Paddle Fire Guard – Phase 2
- Mitsue Paving
- Muskeg Creek Bridge Replacement
- Marten River Bridge Replacement
- French Creek Bridge Replacement
- Canyon Creek Filtration Conversion
- Southshore Biosolids

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

Lesser Slave River

Report to Council

Title	Document Conveyance and IT Programmer Second Quarter Report
Date	July 9, 2025
Presented By:	Janie Freckelton
Attachments	

Proposed Motion	*Move that Council accept the Document Conveyance and IT Programmer Quarterly report as Information*
Administration's Recommendation(s)	As proposed

2nd Quarter Report – *April – June 2025*

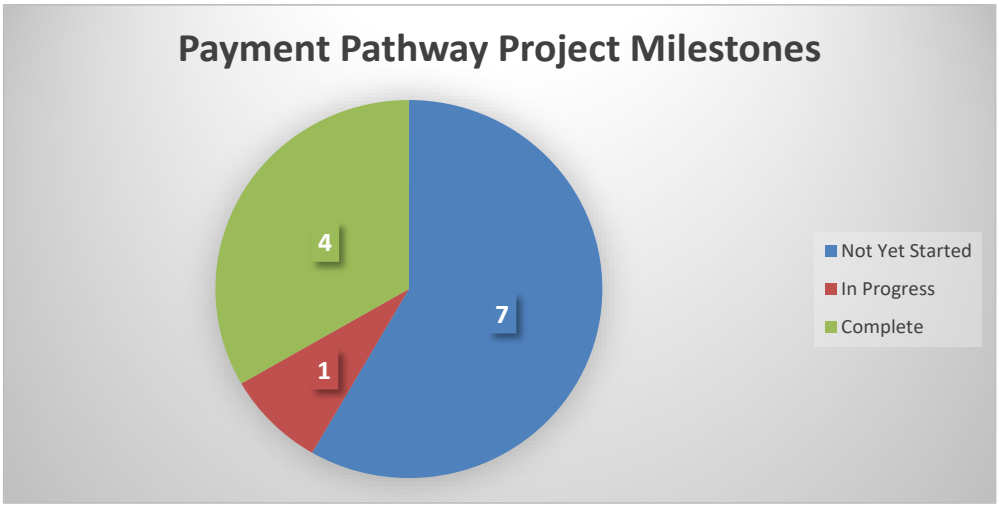
Document Conveyance

- *Digitization*
  - *Legal Files*
    - *177 Boxes (7096 Individual files) Scanned and Returned.*
    - *Files reshelved (In Progress)*
- *Document Retention*
  - *Laserfiche – Official Network Drive (In Progress).*
  - *SharePoint – Development & 'Work in Progress' Network Drive (Not yet Started)*
  - *Document Retention Schedule/Bylaw Amendment (In progress)*
  - *Identify need for email classification policy for retention of emails.*
- *Department Function Exercise (in progress)*
- *Digital Document Naming Convention (In progress)*
- *Reviewed Current Record Management on WIP.*

IT Programming

- *IT Assets*
  - *Inventory (In progress)*
  - *Amend Credit Card Policy (Not yet started)*
  - *Create Policy for Procurement of IT assets (Not yet started)*
- *MD Website*
  - *Training (in progress)*
  - *Internal Website Management (Not yet started)*
- *Landfill & Solid Waste Card System (in progress)*
  - *Module Selection (Complete)*
  - *Soft Launch September 2025 - Live January 2026*

- *Payment Pathway: Central Square (In progress)*
  - *Implementation underway, (4/12 Project Milestones complete)*
  - *Go Live August 11, 2025*
  - *Enabling online payments and expanding the range of accepted payment methods—including credit cards and debit—we will significantly improve accessibility, reduce administrative burden, and align with the expectations of a digitally connected community.*



Payment Pathway Project Milestones

1	VCH - Business Process Review	Complete
2	VCH - Setup and Configuration - Installation	
3	VCH - Site Modifications Discussion meeting	
4	VCH - Site Modifications	
5	VCH - Walkthrough	In Progress
6	VCH - Site Modifications	No Yet Started
7	VCH - Payments setup and testing	
8	VCH - Payments Meeting	
9	VCH - Training	
10	VCH - Site Modifications	
11	VCH - Go Live Readiness	
12	VCH - Go Live Assistance	

Prepared by: Janie Freckelton, Document Conveyance and Program Coordinator
Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title	Facilities Second Quarter Report
Date	July 9, 2025
Presented By:	Cody Borris, Transportation/Facilities Maintenance Manager
Attachments	

Proposed Motion	*Move that Council accept the Facilities Second Quarter report as information.*
Administration's Recommendation(s)	As proposed

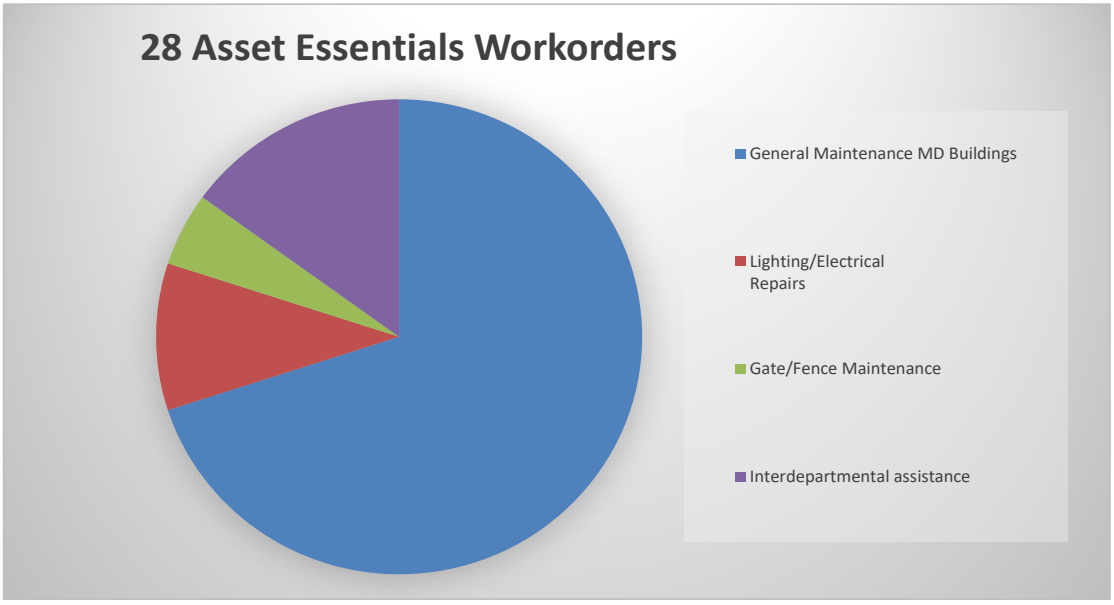
2nd Quarter Report – *April - June*

Capital

- N/A

Operational

- *From April 15th – June 26th*, the Facilities department responded to 28 asset essentials work orders with 14 being general maintenance to MD buildings, 2 lighting/electrical repairs, 1 fence/gate maintenance and 3 Interdepartmental assistance.



- Completed podiums for Smith, Flatbush and Widewater Complex.
- Built Raised Garden beds at Slave Lake office.
- Assisted with roof construction of sea can building.
- Cooking hood cleaning and certification complete as per health requirements at Flatbush, Widewater, Smith Complex and Smith Arena.
- Assist with furniture set up at Slave Lake office.
- Assisted with getting Canyon Creek Campground ready for summer camping season.
- General maintained on MDLSR-owned buildings.
- Completed staining/deck maintenance on Marten Beach walking trails
- Fire suppression certification complete for all Complex's, shops and offices.
- All building inspections were completed on all MD buildings.
- Replaced all HVAC and furnace filters at all MD Facilities.

Prepared by: Cody Borris, Transportation & Facilities Maintenance Manager
Reviewed by: Kaitlin Kirk, Transportation Administrative Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title:	Finance Quarterly Report
Date:	July 9, 2025
Presented By:	
Attachments:	N/A

Proposed Motions:	*Move to accept the Municipal District of Lesser Slave River No. 124 – Finance Quarterly Report, for information.*
Administration's Recommendation(s)	As Proposed

2nd Quarter Report (April - June)

Utilities

- Planning & preparing to implement required changes to the Flow Point System
- Provide information, documentation and financials as requested for the implementation of the utilities schedule of fees
- High volumes of calls regarding creating/re-activating bulk water station accounts for those utilizing credit/debit systems

Taxation

- Combined Assessment and Tax notices were mailed
- Fielded ratepayer calls with concerns regarding assessment as well as an Assessor Open House was held to allow residents to discuss assessment with Accurate Assessment
- Prepared assessment changes as required
- Assessment Appeal deadline was June 24th and we have received one appeal. The assessors are currently looking into this as it was received on the last day. There may potentially be a hearing if no changes are made to the assessment.

General

- A remote office opened on Wednesdays in June in Smith, so staff were sent to work on those dates
- Logistics and Finance duties for SWF088 Wildfire ECO
- Audit was finalized and Financial Statements were approved in April
- Staff have been working with Nichols Applied Management to develop a strategic financial sustainability study which will help prioritize and structure funding of upcoming capital projects
- Working with financial institutions to review current investments and draft a plan for investments going forward
- Implemented new Credit Card system through RBC
- Provided documentation and answered inquiries regarding LAPP Tri-annual Audit
- In the process of upgrading Questica, our budgeting software
- Q1 Progress Claim and Forecast Submission for STIP

- A new payment pathway is in the process of being implemented that will allow ratepayers the option to make payments through the website for several different items
- Research has started to look at a Purchase Order system that will integrate into our current financial system

Landfill

- Obtained JW Infrastructure Planning to complete an Asset Retirement Obligation which is required to fulfil an audit requirement
- The 2025 Budget has been updated to minimize the need for a requisition increase whilst also reflecting the landfill's upcoming financial needs
- ACP Landfill Claim

Prepared By: Debbie Conrad, Finance Manager
Reviewed By: Marilyn Gladue, Executive Assistant
Approved By: Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title	Human Resources Quarterly Report
Date	July 9, 2025
Presented By:	Nicky van Deventer
Attachments	None

Proposed Motion	*Move that Council accept the Human Resources 2nd Quarter Report for information*
Administration's Recommendation(s)	As proposed

Active Job Postings for the period of April – June 2025:
Director of Finance
IT Technician
AG Fieldman
Landfill Seasonal Labourer
H&S Coordinator

New Hires 1 April – 30 June 2025
Seasonal GIS Technicians
Seasonal Rural Mowers
Seasonal Weed Inspectors
Seasonal Landscape Technicians
Seasonal Beautification Technicians
Seasonal Administrative Assistant
Administrative Assistant - Transportation
H&S Coordinator
Seasonal Landfill Labourer

Departures 1 April – 30 June 2025
AG Fieldman

Recruitment
1 April – 30 June 2025

20 Interviews completed.
4 Offers made.
4 Offers accepted.
16 new staff onboarded.

Other Items

Mass Onboarding Day

On Monday, May 5th, we hosted a successful Mass Onboarding Day in Widewater to welcome our new summer staff. The day included HR onboarding, Health & Safety training, and departmental sessions tailored to each team's needs. A total of 12 new summer staff participated in the event.

The other remaining Summer staff was onboarded individually during the month of April. A Total of 4 other staff started during this period.

Training & Development

In April, six of our employees successfully completed the recertification of their First Aid certificates. The training took place at our Firehall in Widewater and ensures our team continues to meet safety standards while being prepared to respond in emergency situations.

Policy Updates

We recently revised and implemented several key workplace policies, including the Employee Code of Conduct, Employee Code of Conduct Procedure, and the Conflict of Interest Policy. In addition, 10 other directives and procedures were reviewed and approved by our Policy Review Committee.
All updated documents have been uploaded to Workhub and are now available for review.

Emergency Training & Preparedness

Due to the increasing frequency and severity of disasters within our MD and neighboring Municipalities, it is now a requirement that all staff complete the following emergency management courses as part of their employment contract:

- ICS 100
- ICS 200
- Basic Emergency Management (BEM)

ICS 100 and BEM are available online at no cost through the Alberta Emergency Management Agency (AEMA). ICS 200 and higher-level ICS courses are offered in person, also free of charge.
We are actively working to ensure 100% compliance across all departments. Two ICS 200 in-person training sessions have already been scheduled for later this year to support this effort.

Workforce Metrics

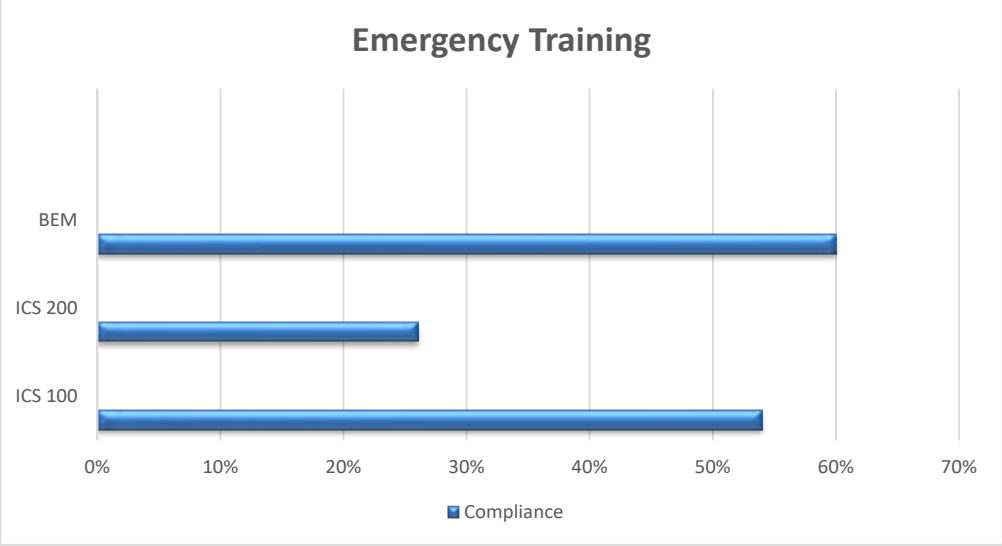
Employee Turnover Rate: 0.7% this quarter.

Vacancy Rate: No Permanent Full-Time, Seasonal or Part-time positions are currently under recruitment.

Benefits Administration

We are currently evaluating and comparing our existing benefits consultant, HUB, with ABMuni as potential options for benefits consultation. The comparison focuses on pricing, capabilities, effectiveness, and availability offered to the HR Department. This is not about changing our provider but rather our intermediary. This includes dental, vision, and medical plans.
Our switchover from FSEAP to Kii Health went seamlessly on June 1st.

Team Building
This quarter featured a variety of events and team-building activities including our Spring Kick off pancake breakfast and a Staff appreciation BBQ.



Prepared by: Nicky van Deventer, Human Resources Manager
Reviewed by: Marilyn Gladue, Executive Assistant
Approved by: Barry Kolenosky, Chief Adminstrative Officer

Lesser Slave River

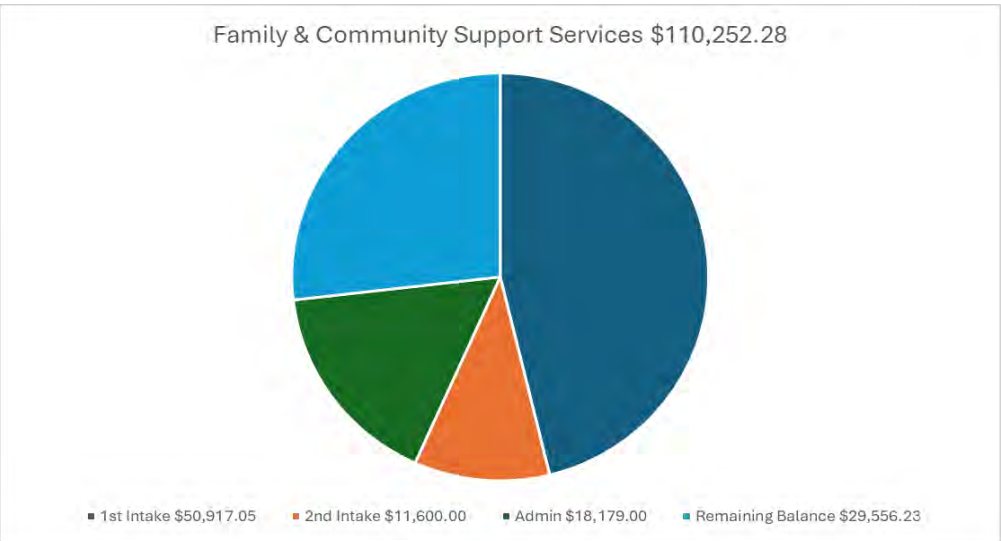
Report to Council

Title:	Legislative Services 2nd Quarter Report
Date:	July 9, 2025
Presented By:	Sandra Rendle
Attachments:	None.

Proposed Motion:	*Move that Council accept the Legislative Services 2nd quarter report as presented.*
Administrations Recommendation(s):	As proposed.

Community Services

- Complex Rentals: Rental activity remains steady.
- Gymkhana Grounds MOU: Traildusters board has agreed to sign the proposed Memorandum of Understanding for the use of the Gymkhana Grounds in Smith.
- CAB and FCSS: The second intake deadline was April 30, 2025. The charts below indicate amounts funded per intake and remaining balances:



- Canyon Creek Recreation Association (CCRA): CCRA has expressed interest in entering into an MOU for the operation and programming of the Canyon Creek Arena. The draft MOU has been provided, and we are currently awaiting feedback.

- Smith Fall Fair Breakfast: Thanks to Mercede and Shari, the MD has once again secured Alberta Day grant funding, which will be used to support the Smith Fall Fair Breakfast. Administration has confirmed with the SHARA Society that the event will proceed as it has in previous years.

Legislative Services

- Election Monitoring: Staff are actively monitoring timelines to ensure full compliance with all legislative election requirements.

- Nominations: As of the date of this report, no nomination papers have been received.

- FOIP Act repealed: On June 11, 2025, the *Access to Information Act* (ATIA) and *Protection of Privacy Act* (POPA) came into force, repealing the *Freedom of Information and Protection of Privacy Act* (FOIP). Related documents will be revised, and a new bylaw will be developed to reflect this change.

- Bill 50 Implementation: Bill 50: *Municipal Affairs Statutes Amendment Ac*t, 2025 has passed, bringing significant amendments to the *Municipal Government Act* (MGA), *Local Authorities Elections Act* (LAEA), *New Home Buyer Protection Act* (NHBPA), and *Safety Codes Act* (SCA). Administration is currently reviewing and updating applicable bylaws and policies to ensure legislative compliance.

- Land Inventory: The Land Inventory spreadsheet has been updated. Administration is also assessing the condition and servicing of the parcel Council has expressed interest in selling.

Communications

- Milestones Publication: Tangent is developing the "Milestones" publication, which will highlight the accomplishments of the current Council over the past four years.

- Election Webpage: Tangent has launched a dedicated Election page and continues to update it in response to changes resulting from Bill 50.

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

Lesser Slave River

Report to Council

Title	Planning & Development Department – April 1st to June 30th, 2025, Second Quarterly Report
Date	7/9/2025
Presented By:	Ann Holden
Attachments	None

Proposed Motion	MOVE to accept Planning & Development Department quarterly report as information
Administrations Recommendation(s)	As proposed

Background:
Planning and Development is responsible for all aspects of land-use planning, including long range planning such as subdivisions to ensure that growth and development occur in an organized and rational manner, while maintaining or enhancing the quality of life in the MD of Lesser Slave River no. 124.

Statistics from April 1st to June 30th and other annual comparison review.

Planning & Development Statistics

Development Permit Applications received	20 (total 36)
Development Permits issued to date	17
Subdivision applications	2 (+ 1 pre-subdivision application)
Subdivisions Completed / (Refused)	24-S-07, 24-S-12 (endorsed)
Road lease applications	0
Application for land use bylaw amendments	1
Municipal Planning Commission meetings	3 (April, May, June))
Compliance Certificates Issued	0
Safety Codes Permit Notifications (Jan - Mar)	Building Permits = 6, Electrical Permits = 8, Gas Permits = 1, Plumbing Permits = 4, Private Sewage Permit = 2*
Rural Addressing Applications:	4
Referrals related to crown land dispositions	Numerous

* May permits only

2nd Quarter Statistics

Development Applications

- 17 applications – 2 applications are still incomplete, One has been granted an extension.
- 1 application is to be reviewed by the MPC July 15, 2025, pending Alberta Forestry and Parks reply to referral

Subdivision applications

- 2 applications in 2025 ()
- The engineering work of the Lawrence Lake subdivision has been completed. The work is scheduled to be inspected by the MD's engineer on July 4, 2025.
- An outline plan for a subdivision is currently under review.

Land Use Bylaw Amendments (Zoning) Applications

- 1 applications in 2025 (April - June)

All Safety Codes May 2025

- Building = 6
- Electrical = 8
- Plumbing = 4
- Gas = 1
- Private Sewage = 2

Total number of development permits 2nd Quarter compared to previous years.

- 2025 – 20 permits (April – June)
- 2024 – 16 permits (April – June)
- 2023 – 20 permits (April – June)
- 2022 – 21 permits (April – June)
- 2021 – 21 permits (April – June)

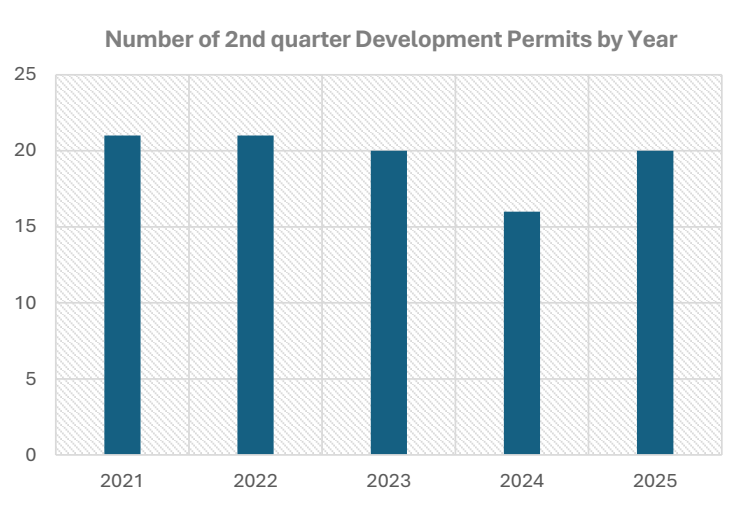


Figure 1: Development permit applications by received from April 1 to June 30

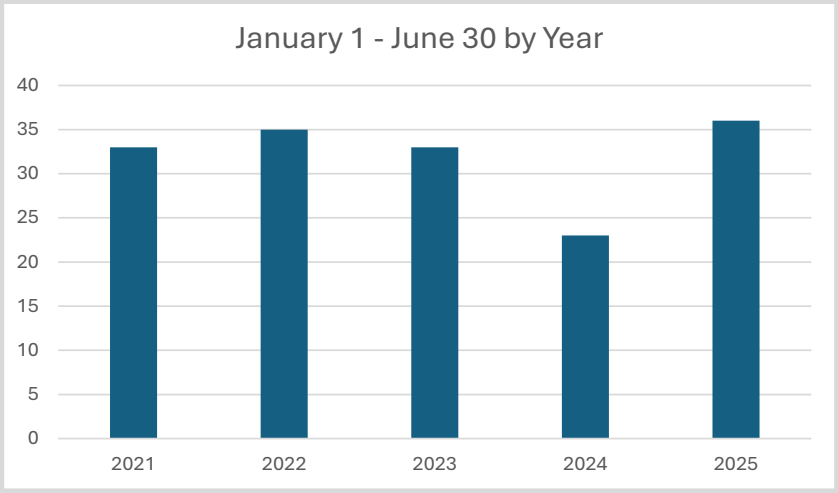


Figure 2: Total number of development permit applications by June 30

Other Operational Duties and Departmental Strategic Updates:

Planner Platform for permit submissions
The online application for development, subdivision and redistricting permits are not on the website yet. The online payment option is not integrated with the permitting system yet.

Conference in Red Deer
The Planning Department went to Red Deer for a conference April 28 - 30. The topics attended were: Leveraging Public Engagement as a community planning tool, Global to local: how does it affect your community?, Global and Domestic Energy Landscape, Trees, Climate Change, and Community Planning, Sound Solutions for Data Centres, The Intersection of Economic Development and Planning: Collaborating for Sustainable Growth, Planning for Future Emergencies.

Appeals
No appeals happened in the 2nd quarter.

MDP/LUB
The MDP and Land Use Bylaw First Reading: May 14, 2025
The MDP and Land Use Bylaw Public Hearing: June 11, 2025

Prepared by:	Ann Holden, Planning & Development Officer
Reviewed by:	Chris Valaire, Assistant Chief Administrative Officer
Approved by:	Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title	Protective Services second quarter report 2025
Date	09 July 2025
Presented By:	Paul Mulholland
Attachments	Stats report for enforcement services

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

Community Policing

MDLSR Peace Officers patrol an area of 10,000sq kl with approximately 660 kl of local roads, and 325kl of provincial highways.
Peace Officer priorities are, Bylaw enforcement, infrastructure protection and traffic safety.
Working closely with other Municipal departments, time is spent accompanying the Planning Officer's on-site visits and monitoring speed through operations construction zones.

Service delivery

Community patrols are carried out daily.
Using Mitsue industrial area as a center point, anything west and north we class as zone 1.
Anything east and south we class as zone 2.
A shared Protective Services calendar shows the area where each officer is patrolling and what shift the officer is on, on any given day.
This schedule by necessity is fluid and can be changed on any given day by a call for service, court appearance or more pressing matters.
Shifts are as follows,
Day's 0800-1600hrs, Afternoons 1200-2000hrs, Evenings 1600-2400hrs.

Tickets, Warnings and Agency assists this quarter,

- Provincial Tickets issued – 48
- Bylaw Tickets issued – 2
- Complaints Received – 34
- Assist Outside Agency – 2 (Fire 1 medical, 1 roll over)

Ticket Value

-Face value of tickets issued in the second quarter + $9,481.00
-Ticket revenue collected year to date = $6,647.00 (1Q = $3,941 + 2Q = $2,706).

Community events

- Attended Pop with a Cop at Canyon Creek harbor.
- Attended Flatbush Parade.

Interdepartmental assists

- Site visits with Planning officer x3

Joint Force Operations

- Worked with Sheriffs, RCMP & Peace Officers.
- RCMP have assisted Protective Services in the service of one Affidavit and one site check, where the subjects have been threatening or abusive.

Annual Programs

Nuisance Files

Protective Services will initiate a public awareness campaign using MDLSR website to advise residents that there would be a property clean-up initiative starting each spring.
Properties will be identified using the standards set out in the Community Standards Bylaw.
The following process of prioritizing these properties was created,

- Environmental impact
- Neighborhood impact
- Complaint

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

Nuisance Files (2024)

Protective Services submitted three 2024 files for Court of Kings Bench Orders. One has been decided on, with costs awarded to MDLSR, and the site is now clean. we are expecting a decision on the other two in July of this year.

Nuisance Files (2025)

Ten Nuisance files have been identified, some have been initiated, others will be contacted in the coming weeks.
The start of the 2025 clean-up program has been advertised on our website and social media.

Infrastructure Protection

Protective Services carry out daily patrols of local roads throughout MDLSR.

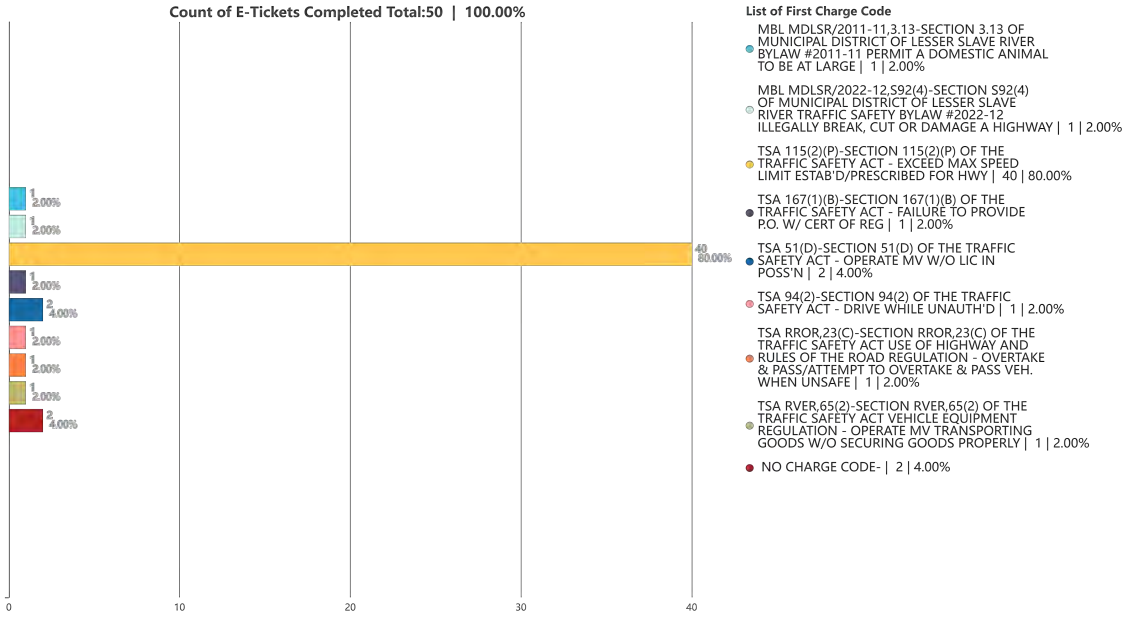
Prepared by: Paul Mulholland, Snr Peace Officer.

Reviewed by: Marilyn Gladue, Executive Assistant

Approved by: Barry Kolenosky, Chief Administrative Officer

MD LESSER SLAVE RIVER - ENFORCEMENT SERVICES

Statistics from:2025-04-01 - 2025-06-30

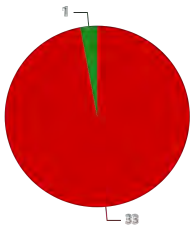


MD LESSER SLAVE RIVER - ENFORCEMENT SERVICES

Statistics from:2025-04-01 to 2025-06-30
Printed on:2025-06-25 09:45:14

Report Type:Occurrence report

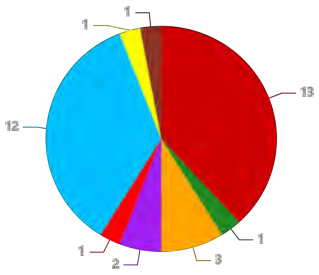
Count of Reports Completed Total:34 | 100.0%



List of Categories

- MUNICIPAL | 33 | 97.1%
- NO CATEGORY | 1 | 2.9%

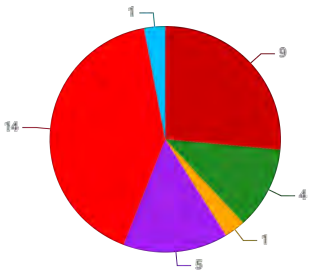
Occurrence Status of Reports Total:34 | 100.0%



List of Occurrence Status

- CONCLUDED | 13 | 38.2%
- CONCLUDED BY CHARGE | 1 | 2.9%
- CONCLUDED BY WARNING | 3 | 8.8%
- FORWARDED TO OTHER AGENCY | 2 | 5.9%
- NO OCCURENCE STATUS | 1 | 2.9%
- STILL UNDER INVESTIGATION (SUI) | 12 | 35.3%
- UNFOUNDED | 1 | 2.9%
- UNSOLVED | 1 | 2.9%

Method Of Complaint of Reports Total:34 | 100.0%



List of Method Of Complaints

- E-MAIL | 9 | 26.5%
- FRONT COUNTER | 4 | 11.8%
- NO METHOD OF COMPLAINT | 1 | 2.9%
- ONLINE REPORTING | 5 | 14.7%
- PHONE | 14 | 41.2%
- SELF GENERATED | 1 | 2.9%

Lesser Slave River

Report to Council

Title	Transportation Second Quarter Report
Date	July 9, 2025
Presented By:	Cody Borris, Transportation/Facilities Maintenance Manager
Attachments	

Proposed Motion	*Move that Council accept the Transportation Second Quarter Report as Information*
Administration's Recommendation(s)	As proposed

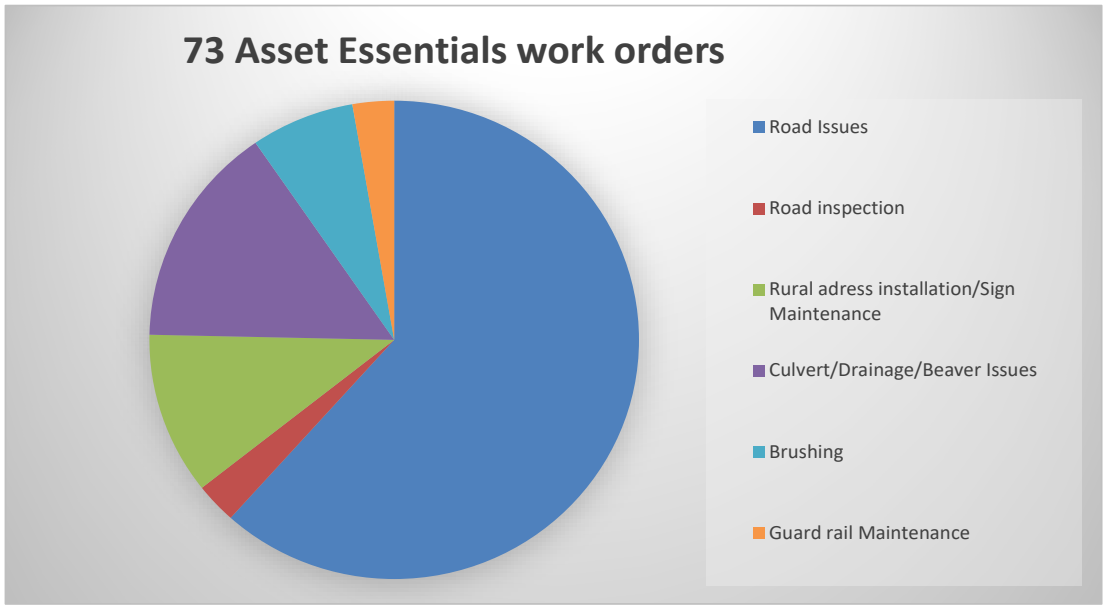
1st Quarter Report – *April - June*

Capital

- 772 GP motor grader delivered on June 27th

Operational

From April 15th - June 26th, the Transportation department responded to 109 asset essentials work orders with 45 being road issues (I.e., Washboard, rough roads), 2 road inspections, 8 rural address installation/sign maintenance, 11 culvert/drainage/beaver issue, 2 guard rail maintenance and 5 brushing.



Re-graveling program

- 85% complete out of Mitsue pit
- 0% complete out of Chisholm pit
- 100% complete out of Flatbush pit
- 100% complete out of Smith pit
- Expected completion date July 31st.

Calcium program

- 85% complete Slave Lake area
- 100% complete Smith area
- 100% complete Flatbush area
- Expected completion date July 11th.

- 38 beavers relocated.
- Gravel patching completed on various roads
- Assisted Agricultura Services department with roadside mowing training
- Assisted Agricultural Services with roadside mowing
- Assisting Utilities with providing a water truck to fill residence in Marten Beach
- Assisted Utilities with flushing Martin Beach truck fill
- Started lot clean up on MD owned property
- Smith Transportation yard clean up
- Right of way clean up various areas.
- Regular road Maintenance.
- Installed Rural address signs at various locations
- Built pad for sea cans
- Assisted in roof construction on sea can building at Slave Lake Yard
- Road asphalt patching at river hill in Smith and East and West Mitsue
- Installed boat docks at West Fawcett Campground
- Completed Bridge sweeping

Upcoming Priorities

- Shoulder pull program Expected start date July 14th
- Culvert replacement program- Expected start date July 14th

Prepared by:	Cody Borris, Transportation & Facilities Maintenance Manager
Reviewed by:	Kaitlin Kirk, Transportation Administrative Assistant
Approved by:	Barry Kolenosky, Chief Administrative Officer

Lesser Slave River

Report to Council

Title:	*Utilities Quarterly Report*
Date:	*July 9, 2025*
Presented By:	*Jeremy Dumaresque*
Attachments:	

Proposed Motion:	*Council moves to accept the Operations Quarterly Report as Information*
Administration's Recommendation(s):	*As proposed*

2nd Quarter Report – *April-June:*

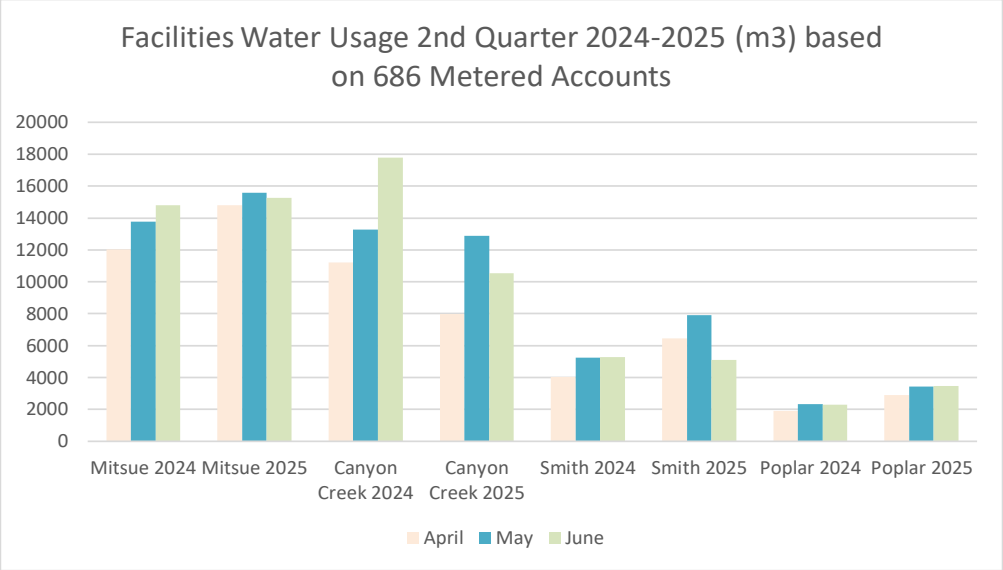
Capital

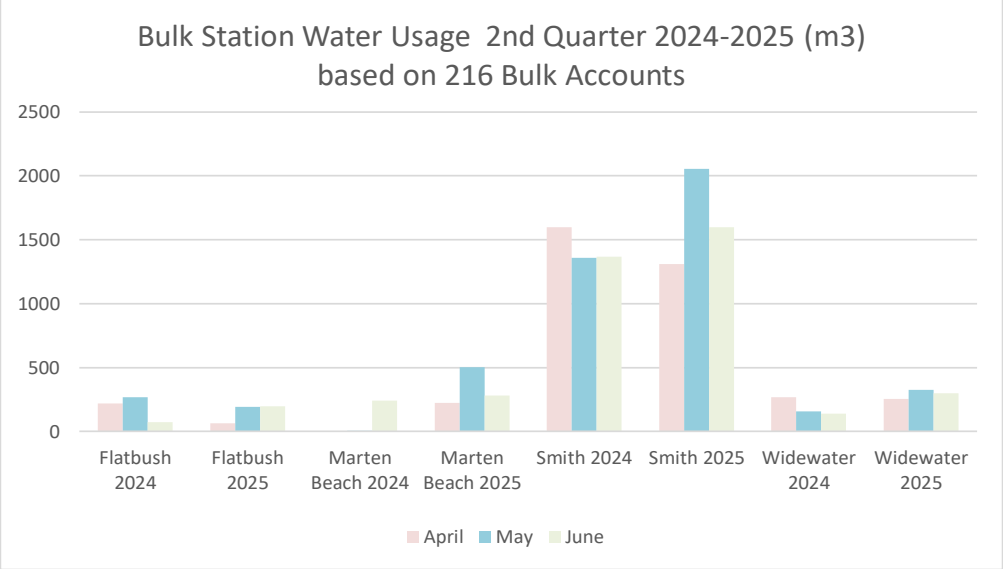
- Smith WTP Pretreatment Upgrade is at the 40% engineering and design phase with engineering completion in July 2025. We will be ordering the long-delivery equipment in July. Site construction to start in the Third Quarter, 2025.
- Smith WTP Raw Waterline Replacement Project was completed and put into service on May 22.
- Bottle and RV Filling at Bulk Water Stations. Capital projects are working with FlowPoint and local contractors on pricing to have these systems installed at Widewater Booster, Marten Beach and Flatbush Bulk Water Stations.
- The Valve Maintenance Project is underway. All facilities have been completed with Mitsue being the only exception. Two full valves need to be replaced as well as one 12" set to be done in Canyon WTP.
- The Asset Management Program is ongoing. Currently, capital projects have been entering equipment information, drawings and engineering data from the projects into the database and will continue to do so for all capital projects. They also started working with the Utility Department to help train the Operators on gathering and inputting equipment data into the Asset Essential System on all the existing operating facilities.

Operational

- Marten Beach Bulk Station was super chlorinated to address some concerns with debris in the tanks
- A Hydrant was repaired in smith
- 4 CC Valves were repaired, 3 in the Widewater Area and 1 in the Smith Area
- 2 main valve repairs in the Widewater Area
- Southshore WRF Blower has been completely rebuilt at the company's cost. We only have to pay the tech to install
- Water lines were repaired in the Southshore Reclamation Facility
- All required Provincial Lab testing has been completed for this quarter (THM are looking good this 1/4)

- Spring hydrant flushing has started and is on-going
- Marten Beach Bulk Station was taken offline for maintenance and emergency cleaning
- Mitsue had a 14" supply line go down crippling the system. Emergency repairs are underway. At the time of writing this we are roughly a week behind schedule due to parts availability
- Pulled and repaired the pumps at the Smith Sewage Lift Station
- Smith Sewage Lift Station was steam cleaned and vacuumed out
- Legislated Annual Lab Equipment Calibration has been completed





2

Prepared by:	*Jeremy Dumaresque, Utilities Manager*
Reviewed by:	*Heather DeAlexandra, Administrative Assistant to Utilities*
Approved by:	*Barry Kolenosky, Chief Administrative Officer*

Lesser Slave River

Report to Council

Title:	Bill 50: Municipal Affairs Statutes Amendment Act
Date:	July 9, 2025
Presented By:	Sandra Rendle
Attachments:	RMA Analysis – Bill 50: *Municipal Affairs Statutes Amendment Act*

Proposed Motion:	*Moved that Council accept the Bill 50: Municipal Affairs Statutes Amendment Act report for information.*
Administrations Recommendation(s):	As proposed.

Background

Key Legislative Changes – Summary

1. Local Elections (LAEA)
   - Candidate Withdrawals: Withdrawal now permitted even if only one candidate remains (S.32).
   - Voting Enhancements: Displaced Jasper residents may vote (S.48.1); elector assistance terminals permitted; new restrictions and sharing rules for the permanent electors register (S.49, S.84.1).
   - Recounts: Clarified timelines and mandatory recount conditions (S.98).
   - Political Party Campaign Finances (S.147+): Recognizes local political parties in Edmonton/Calgary; permits unlimited, unregulated transfers between parties and endorsed candidates, raising fairness concerns.

2. Municipal Governance (MGA)
   - Codes of Conduct Repealed: Municipalities can no longer regulate councillor conduct; all ongoing complaints and sanctions are terminated (S.146, S.153).
   - Ministerial Meeting Control: Minister may override local meeting procedure bylaws (S.145).
   - CAO Oversight: CAOs must report natural person powers usage and share information requests equitably among councillors (S.205–208.1).
   - Official Administrator Powers Expanded: Enhanced oversight and access to meetings, records, and financials (S.575).

3. Intermunicipal Collaboration Frameworks (ICFs)
   - Mandatory Services: ICFs must now address five core services.
   - Opt-Out for Rural Neighbours: Mutually agreed opt-out allowed.
   - Cost-Sharing Clarity: Capital costs only applicable when all parties participate in decision-making.
   - Arbitration Rules Strengthened: Now limited to core services, with clearer procedures and timelines.

4. Homebuyer Protections (NHBPA & Safety Codes Act)
   - Warranty Enforcement: Caveats required on titles for exempted homes; hardship exemptions removed unless approved by the Registrar (S.3–3.02).

- Appeals Expanded: Broader scope of appealable decisions to the Land and Property Rights Tribunal (S.17).
- Safety Codes Council Expanded: Membership now includes home warranty experts; Council now advises on home construction and builder licensing (S.16, S.18).

Issues

1. Loss of Local Authority on Councillor Conduct
    - Repeal of codes of conduct removes local tools for managing councillor behaviour outside meetings, creating a regulatory gap and limiting Council's ability to resolve internal disputes.
2. New CAO Accountability and Reporting Burdens
    - CAOs must report use of natural person powers and respond to all councillors within 72 hours for information requests. This could result in operational inefficiencies and administrative strain.
3. ICF Modernization Challenges
    - While improvements to clarity and dispute resolution are welcome, smaller municipalities may find compliance and negotiation demands burdensome, especially with limited staff capacity.
4. Expanded Ministerial Oversight and Loss of Autonomy
    - Cabinet's power to define "public interest" (S.179.2) and "policy of government" (S.603.02) enables the province to override local decisions, including councillor removal and bylaw changes.
5. Restrictive Warranty Changes and Rural Housing Impact
    - Tightened warranty provisions may reduce housing starts in rural areas due to limited provider availability and unclear definitions of "undue hardship." Title caveats may deter buyers despite informed consent.

Interests

Council: Maintain transparency and trust while retaining autonomy in governance and planning decisions.

Administration: Seek clarity and manageable processes for reporting, intermunicipal negotiations, and CAO obligations.

Residents: Desire fair elections, housing options, and ethical council representation.

Alternatives

Accept the report on Bill 50 for Information

Analysis

The changes brought in by Bill 50 create some real challenges for municipalities like ours. With the removal of municipal Codes of Conduct, we no longer have the authority to address councillor behaviour through local bylaws. One option is to wait for the provincial integrity commissioner model to be introduced, but this leaves a gap in accountability in the meantime, and we don't yet know when or how that model will be implemented. The new reporting requirements for CAOs, particularly having to report the use of natural person powers within 72 hours, will add pressure on administration. Setting up internal tracking systems and response templates may help manage this, but it will increase workload.

When it comes to Intermunicipal Collaboration Frameworks (ICFs), a proactive approach is the best option. Updating our agreements now to reflect the five mandatory service areas will help us stay compliant and reduce the risk of arbitration. Regarding new provincial powers, like the ability to define "public interest" and override municipal decisions, we can support RMA's advocacy to push back on these overreaches. While this supports local decision-making, our success will depend on how the province responds.

Lastly, the new home warranty requirements, especially the need to register caveats when homes are built without insurance, could limit flexibility in rural areas. We can help by educating residents on the new rules and supporting

appeal requests when appropriate. This would help balance compliance with the need for housing in our community, though it would place more responsibility on staff to assist and guide residents through the process.

Next Steps

Prepare for Procedural Changes

- Review and update procedural bylaws to align with any Ministerial orders within the required six-month window.
- Monitor developments regarding the proposed provincial integrity commissioner and advocate for municipal consultation.

Update Internal Policies

- Develop internal CAO reporting templates and logs to manage 72-hour disclosure timelines.
- Create councillor request forms and a tracking system for fulfilling information requests consistently.

Intermunicipal Collaboration

- Begin discussions with neighboring municipalities to update ICFs by incorporating the five core services.
- Review capital project involvement history to determine cost-sharing eligibility.

Communicate with Residents

- Inform residents and developers of new NHBPA requirements, caveats, and appeal options.
- Support builder awareness through local workshops or information sheets on warranty coverage rules.

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

RMA
RURAL MUNICIPALITIES of ALBERTA

Bill 50: *Municipal Affairs Statutes Amendment Act, 2025* – RMA Analysis

April 2025

Table of Contents

Bill 50 – Overview

Bill 50: *Municipal Affairs Statutes Amendment Act, 2025* was introduced to the Legislative Assembly on April 8, 2025. The Bill proposes a wide range of changes to the *Municipal Government Act* (MGA), the *Local Authorities Elections Act* (LAEA), the *New Home Buyer Protection Act* (NHBPA), and the *Safety Codes Act* (SCA).

Bill 50 makes changes that impact rural municipalities in varied and significant ways. Changes to the MGA completely restructure the intermunicipal collaboration framework (ICF) process to narrow the scope of the services that can be included in ICFs, as well as expectations or requirements for use of data and joint input into service levels and capital costs for intermunicipal services. It also makes major changes to municipal governance by eliminating codes of conduct, empowering the Minister to standardize council meeting procedures, greatly increasing chief administrative officer (CAO) reporting requirements to council, and ensuring that official administrators have greater access to council meetings and municipal information.

The changes made by Bill 50 to the other Acts are significant as well. Most notably for the LAEA are changes that further entrench the existence of political parties in the campaigning and election process, as well as changes to campaign finance rules that entrench a financial advantage for party-affiliated candidates. NHBPA changes increase the scope of new home warranty requirements and make it more difficult for owner-builders to receive an exemption. This may be positive for those purchasing a new home from a developer but could create additional challenges for those building their own home, especially in rural areas. Changes to the SCA allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder. SCA amendments also require appointees to the Safety Codes Council to have experience with home warranty coverage under the NHBPA.

How to Use this Document

This document is intended to provide members with an overview and analysis of the most significant changes made in Bill 50. It does not include every change made in Bill 50. Members seeking clarity or analysis on a Bill 50 change not included in the document are encouraged to contact RMA's Policy and Advocacy Department.

Each legislative change included in the document features an overview of the previous status, the amended status, and a summary and/or analysis. Note that in some cases, the previous status and amended status uses the direct language from the applicable Act and Bill 50. In other cases, if the direct language is too long or would require references to other sections of the Act to contextualize, summary language is used.

The summary/analysis section is based on RMA's interpretation of how the change will be implemented/operationalized and how it is likely to impact RMA members. In some cases, when impacts are not yet known or likely to be neutral or insignificant, the section primarily serves as a summary or explanation. In other cases, when the change is likely to significantly impact RMA members (positively or negatively) or relates to an existing RMA position, analysis is provided.

Changes to the Municipal Government Act

Intermunicipal Collaboration Frameworks (ICFs)

Definition of "Mandatory Service", S. 708.26

Previous Status	Amended Status	Summary/Analysis
There was no existing definition of mandatory services that must be contemplated in the ICF Process.	S. 708.26(1) is amended by adding the following after clause (b): "mandatory service" means a mandatory service referred to in section 708.29(1.1).	The new definition defines a **"**mandatory service" as transportation, water and wastewater, solid waste, emergency services, and recreation. The addition of this list of mandatory services has the effect of requiring that parties to an ICF discuss these services as part of the ICF development process. It does not require that these services are delivered through an ICF if the parties agree that it is not required.

ICF Agreement, S. 708.28

Previous Status	Amended Status	Summary/Analysis
S. 708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020, unless they are members of the same growth management board.	S. 708.28(1)(1.1) Subject to subsections (1.2) and (1.3), subsection (1) does not apply to municipal districts with common boundaries if they determine and agree that they do not require a framework.	Under the proposed amendment, rural municipalities (counties and municipal districts) that share a municipal boundary will have the option to opt out of an ICF given: ◆ The decision to opt out is mutually agreed upon ◆ Municipalities review all existing agreements prior to determining and agreeing that an ICF is not necessary ◆ Municipalities send a council resolution to the Minister ◆ Municipalities publish the decision for the public ◆ Either rural municipality may revoke its agreement to forgo an ICF with its neighbouring rural municipality by writing, at any time. When this occurs, the rural municipalities have one year to develop an ICF.

ICF Planning and Implementation Requirements, S. 708.29 and 708.33

Previous Status	Amended Status	Summary/Analysis
S. 708.29(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.	Addition of s. 708.29(0.1)(a), which states "costs for intermunicipal services" means operating, capital and other non-operating costs required to deliver the services.	While RMA has advocated for greater clarity and definition of critical terms used in the ICF process (such as "service" and "intermunicipal") it is unclear how this amendment will provide meaningful guidance as to what may be a reasonable cost linked to service delivery for the purposes of an ICF. From RMA's perspective, operating, capital, and non-operating costs would appear to include virtually any cost incurred by a municipality. While other changes to ICF requirements may off-set the risk of the use of such a broad definition in this area, RMA foresees situations in which municipalities may attempt to allocate general administrative or governance costs to a specific service using this definition, which is likely to add complexity to negotiations and does not align with the spirit and purpose of ICFs, which is to support collaboration linked to direct delivery of intermunicipal services.
	S. 708.29(0.1) (b) "third-party services" means services provided by a third party that is (i) a corporation independent from the municipalities to whom the services are provided, and (ii) the only services provider authorized under an enactment to provide the services it provides in or to the municipalities that are parties to a framework.	The amendment provides a definition for "third-party services", which specifies that for the purpose of an ICF, a "third-party service" is one for which a third-party is legislatively required to provide it. RMA's understanding is that this would apply to services such as libraries, policing, post offices, and others that involve a requirement that an outside entity is involved in service delivery. It is RMA's understanding that this definition would not apply to cases in which a municipality makes a local decision to contract a service to a third-party (such as solid waste collection). RMA is also seeking further clarity on how this provision would apply to policing. While the *Police Act* mandates a prescriptive list of policing service delivery mechanisms, it does not mandate that policing be provided by a third-party, and several municipalities in the province have chosen to form their own municipal police service. Because for many municipalities, policing costs are fixed based on an external formula (police funding model) and it is impractical for the majority of municipalities in the province to form a municipal police service, RMA is seeking clarity on how this provision impacts policing costs. This definition is relevant in relation to s. 708.29 (1.2), which specifically states that third-party services cannot be included in ICFs and ensures municipalities are not drawn into negotiations over services they do not fully control, helping to maintain the integrity and purpose of the ICF process in supporting collaboration among municipalities.

	S. 708.29 (1.1) The content of the framework required under subsection (1) must address the provision of the following mandatory services: (a) transportation; (b) water and wastewater; (c) solid waste; (d) emergency services; (e) recreation.	All ICFs must now address five core service areas: transportation, water and wastewater, solid waste, emergency services, and recreation. This removes ambiguity and focuses ICFs on services that typically involve joint use or impact both parties, reducing the risk of municipalities being drawn into funding services from which their residents derive little or no benefit. It is important to note that this amendment does not require these services to be delivered jointly but does require each to be discussed within the ICF process.
	S. 708.29 (1.2) Municipalities may include additional services in the framework, other than third-party services.	If mutually agreed upon, other services in addition to the five mandated services may be included in an ICF (except for legislated third-party services). The ability to include or exclude additional services by mutual agreement reinforces the principle that intermunicipal collaboration should be based on local context and mutual benefit. This amendment is best understood in conjunction with the amendment made to s. 708.34 related to the scope of arbitration. S. 708.34 now limits arbitration to disagreements on the five mandatory services outlined in the row above. This means that if both involved municipalities do not agree to including a non-mandatory service in an ICF, or the terms by which service delivery responsibilities are shared, there is no recourse for that disagreement to be settled or the non-mandatory service to be included. In practice, this means that a non-mandatory service can only be included in an ICF if both municipalities agree that it is "intermunicipal," and agree on specific terms.
	S. 708.29 (1.4) Municipalities may establish in a framework a cost calculation model respecting the costs for intermunicipal services.	The introduction of s. 708.29 does not mandate municipalities establish a cost calculation model, but it does signal an expectation that municipalities collaborate to develop a common methodology for measuring service delivery costs as part of the ICF process. While this is a positive step in encouraging municipalities to approach ICF development through a data-supported lens, the legislation does not provide a definition or otherwise clarify as to what a "cost calculation model" is, how it should be used in the process, or the process to be taken if municipalities agree (or disagree) on its use or the correct methodology. For this amendment to lead to an increase in data-informed ICF development, it will be crucial for Municipal Affairs to work with RMA and other stakeholders to emphasize the importance and value of

		using data, as well as capacity and financial supports to assist municipalities in gathering appropriate data related to both costs, current service usage, and service level requirements or expectations.
	S. 708.29(1.5) Each municipality in a framework must disclose to the others any information, data or assumptions it is relying on in arriving at its proposal for a cost calculation model.	The allowance for municipalities to mutually develop cost calculation models, with associated data-sharing requirements, supports more transparent, evidence-based negotiations. S. 708.29(1.5) will be helpful in further creating an expectation that municipalities utilize data during the negotiation process and enhance accountability and transparency in terms of how municipalities are establishing their positions related to shared service delivery. However, it does not address what, if any, recourse is available if a municipality lacks data, uses inaccurate, irrelevant, or poor-quality data, or refuses to acknowledge data provided by the other municipality. The assumed recourse would be to seek arbitration as to the validity and relevance of data, but this may be complex and contentious without some standard or expectation as what level of data is sufficient for negotiations.
	S.708.29(1.7) The capital costs for a new facility providing mandatory services may only be included in a framework if, by a prior agreement, all municipalities that are party to the framework have participated in the design of and decision to construct the facility.	The inclusion of s. 708.29(1.7) is a significant addition to limit the extent to which municipalities that may not host capital assets providing a regional service are expected to contribute to the costs of that capital asset. The initial round of ICF negotiations included some instances of municipalities seeking cost contribution commitments from municipal neighbours on major capital projects that were in early planning stages, or even in a long-term conceptual stage. The addition of this section will ensure that contributing municipalities have the ability to request specific input into new capital projects as a condition of contributing, or to simply decline to contribute to a new capital project. This is an important change to ensure equitability between host and contributing municipalities in terms of long-term capital cost responsibilities.

	S. 708.29(1.8) The prior agreement referred to in subsection (1.7) must contain provisions reflecting that the municipalities have addressed and agreed to the nature of the participation of each municipality in the decision to design and construct the facility.	In relation to the capital costs within an ICF, all parties must agree upon the roles and responsibilities (i.e. the work) that each party undertakes. This is a positive inclusion in conjunction with the section outlined in the row above.
	S. 708.29 (1.91) The Minister may make regulations relating to the inclusion of capital costs in a framework.	It is likely that this amendment is intended to allow the Minister to provide more prescriptive direction on the inclusion of capital costs beyond the inclusion of s. 708.29(1.7) and s. 708.29(1.8). It may also allow for more direction in terms of how capital costs for existing assets are addressed in ICFs. Ideally, RMA supports local decision-making in this area, with the added guidance of the changes to new capital costs, and plans to seek more information on if, when and how the Minister may use this power.
S. 708.33(1) In order to create a framework, the municipalities that are to be parties to the framework must each adopt a bylaw or resolution that contains the framework.	S. 708.33(0.1) In this section, "act in good faith" means to (a) act honestly, respectfully and reasonably, (b) communicate appropriately, (c) share necessary information,	This amendment provides a definition of "act in good faith." The addition of the definition provides clearer expectations for municipal conduct during ICF negotiations. RMA supports this clarity, as it encourages respectful, honest, and informed discussions, which may improve cooperation. However, the broad and subjective nature of terms like "reasonable," "necessary," and "appropriate" may limit enforceability and create challenges in resolving disputes if parties interpret these standards differently.

(3) In creating or reviewing a framework, the municipalities must negotiate in good faith.	(d) meet through authorized representatives, and (e) be willing and prepared to discuss all issues and explain all rationale.	

ICF Arbitration, S. 708.34-43

Previous Status	Amended Status	Summary/Analysis
S. 708.34 applied broadly to enable arbitration in situations in which municipalities failed to reach agreement on an ICF under any circumstances.	S. 708.34 narrows the scope of arbitration by specifying that it only applies when the inability to agree is due to a matter involving a mandatory service listed in s. 708.29(1.1): ◆ Transportation ◆ Water and wastewater ◆ Solid waste ◆ Emergency services ◆ Recreation Note that this change is further enabled/operationalized by an amendment to s. 708.35(1).	This amendment helps ensure the process remains a last resort, limited to unresolved mandatory service areas. As addressed above, this also essentially prevents non-mandatory services from being included in ICFs unless the inclusion and terms are mutually agreed upon, as there is no conflict resolution recourse available for non-mandatory services.

S. 708.36(7) An arbitrator must not make an award… (d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan.	S. 708.36(7) An arbitrator must not make an award… (d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan, (d.1) that negates a matter, in relation to the award, that the municipalities have agreed to, unless that matter is beyond the municipalities' jurisdiction, (d.2) that addresses a matter not previously discussed by the municipalities,	Arbitrators and municipalities must keep the arbitration under s. 708.34 to the narrow list of topics that initiated the arbitration, and municipalities may not introduce new matters into the arbitration process not previously contemplated. This limits the scope of the arbitrator's power to issues for which the municipalities are actively at odds. It also prevents municipalities from introducing issues that were not previously discussed during the initial negotiation. This was an issue in some situations during the first round of ICF negotiations.
S. 708.4(1) Where an arbitrator makes an award respecting a framework, the municipalities are bound by the award and must, within 60 days after the date of the award, adopt a framework in accordance with the award.	S. 708.4(1) Where an arbitrator makes an award respecting a framework, (a) the arbitrator must ensure the preparation of the framework that reflects or incorporates the award and submit it to the municipalities within 30 days after the award is finalized, and (b) the municipalities are bound by the award and must, within 60 days after the date the arbitrator submits the framework to the municipalities, adopt the framework in accordance with the award. (1.01) The arbitrator must provide a copy of the award and the framework to the Minister within 30 days after the award is finalized.	The amendment adds additional checkpoints to ensure that the decision rendered by the arbitration has begun to be implemented. Work must be initiated within 30 days of the arbitrator's decision. The municipalities are bound by the decision and must submit a framework that abides by the decision within 60 days after the decision is rendered. The arbitrator must give that decision and the framework that resulted to the minister within 30 days of the framework being finalized. This inclusion of specific timeframes related to the arbitrator's requirements in providing a final decision places a proportional level of accountability on arbitrators to act in a timely manner and allow consistency across the province in terms of the amount of time municipalities have to adopt a framework in alignment with the arbitrator's direction.

There were no previous provisions for the Minister to order a municipality to pay arbitration costs.	S. 708.41(3) If a municipality fails to pay its proportion of the arbitrator's costs, the Minister may order the municipality to pay its proportion of the costs. (4) If the municipality fails to comply with the Minister's order under subsection (3), the Minister may take any measure set out in section 708.43(3) and shall provide reasons to the municipality for taking any of the measures.	The amendment addition allows the Minister to order payment and, failing payment, order any measure necessary to claim the funds. While this amendment makes sense in terms of requiring accountability on the part of involved municipalities, it is disappointing that it was not accompanied by other amendments to how arbitration costs are allocated among involved municipalities. In some cases, municipalities may be reluctant to pay because they view their share of costs as unfair or inequitable. RMA requested changes to s. 708.41 to address how arbitration costs are allocated but this was not addressed in Bill 50.
S. 708.43(2) empowered the Minister to take necessary measures if a municipality failed to comply with an ICF, including the withholding of funds from the municipality.	S. 708.43(2) expands the Minister's authority to address non-compliance with either a framework or an arbitrator's award. The Minister can also act if a municipality fails to adopt a framework that reflects a binding arbitrator's award. New powers include imposing a framework on the municipality that reflects the award. The Minister must now provide reasons for any actions taken under this authority.	The amendments give the Minister enhanced authority to enforce arbitrator-created ICFs, including for mandatory services under s. 708.29(1.1): ◆ Transportation ◆ Water and wastewater ◆ Solid waste ◆ Emergency services ◆ Recreation This ensures that municipalities comply with binding arbitration decisions regarding mandatory services.

Intermunicipal Collaboration Frameworks: RMA Quick Analysis

The majority of Bill 50's changes to the ICF process align with RMA's advocacy positions. RMA's ICF priority areas were focused on clarifying the scope and meaning of "service" and "intermunicipal" to ensure a balance of provincewide consistency and local autonomy in the ICF process. RMA also specifically called for restrictions on the inclusion of legislated third-party services as well as the scope of arbitration. Additionally, RMA called for a requirement that financial contributions to an intermunicipal service should be accompanied by corresponding input into the service delivery method and service level.

While RMA views nearly all the ICF-related changes as positive, significant details as to how many will play out in practice are not yet known. Examples include how increased expectations for data usage will be reflected in practice, and how disputes related to non-mandatory services will be addressed if they impact the ability of municipalities to reach agreement on mandatory services.

RMA also plans to continue to advocate for enhanced funding and capacity-building support from the province related to data-gathering and usage, both related to costs and service levels. Overall, the changes place higher expectations on municipalities as to how they develop ICFs, and without proper support, many municipalities will be at high risk of being unable to develop and utilize quality data.

Codes of Conduct and Meeting Procedures

Meeting Procedures, S. 145

Previous Status	Amended Status	Summary/Analysis
S. 145(1) A council may, by bylaw, establish the procedures to be followed by the council. (3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.	S. 145(4): The Minister may issue orders that: Establish or amend procedures for council and committee meetings and prohibit certain matters from being included in municipal bylaws. These ministerial orders override municipal bylaws in cases of conflict (S. 145(8)). S. 145(7): Councils can pass bylaws on procedures so long as they don't conflict with ministerial orders or include prohibited matters. S. 145(9-10): Councils cannot regulate conduct or create codes of conduct for councillors or non-councillor committee members via bylaw or resolution. Any such bylaws or resolutions in effect prior to this change are automatically repealed. S. 145(11): Councils must update existing bylaws within 6 months of a ministerial order to comply with it. S. 145(12): These ministerial powers do not apply to boards or other bodies established under the Act that are not council committees.	The new provisions under s. 145 remove the ability of municipalities to develop a procedural bylaw, unless it aligns with ministerial guidelines, as referenced in s. 145(4). This will reduce municipal autonomy and centralize authority over municipal meeting and governance processes at the provincial level, as municipalities' procedural rules are now subject to provincial override. The removal of local authority to govern councillor and committee member conduct marks a significant shift in governance dynamics, especially for municipalities that previously maintained codes of conduct. RMA is hoping to work with Municipal Affairs and other municipal stakeholder associations to inform the development of the Minister's orders under s. 145(4) to ensure they are as flexible as possible and continue to allow municipalities to determine the majority of their own meeting procedures.

Codes of Conduct, S. 146, 153

Previous Status	Amended Status	Summary/Analysis
S. 146.1(1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors. (2) A code of conduct under subsection (1) must apply to all councillors equally (3) A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors. S. 153 Councillors have the following duties: (e.1) to adhere to the code of conduct established by the council under section 146.1(1).	Repealed.	Bill 50 proposes the full repeal of council codes of conduct. Specific changes include: ◆ All existing municipal bylaws or resolutions addressing council conduct will be repealed. ◆ All existing complaints, investigations, or sanctions related to conduct will be terminated, except those subject to the judicial process, which remain in the jurisdiction of the courts. RMA has previously advocated for improvements to codes of conduct, rather than their removal. The complete removal of codes of conduct – without a clearly articulated plan for a replacement accountability mechanism – presents some potential risks: ◆ Municipalities will lack enforceable tools to address problematic behaviour by council members, particularly conduct occurring outside of formal council meetings. ◆ There is no interim mechanism for accountability, which is especially concerning given the unknown timeline for the creation of a potential provincial integrity commissioner. ◆ The repeal undermines municipal autonomy and self-governance by removing a mechanism to address internal issues at the local level.

Code of Conduct and Meeting Procedures: RMA Quick Analysis

The decision to completely eliminate codes of conduct is significant. While this decision will likely be viewed as a positive by some councils and councillors and a negative by others, it removes any formal accountability mechanism related councillor conduct outside of meetings and limits the ability of municipal staff and the public to raise concerns with the conduct of a councillor. RMA's existing position was that the code of conduct process included significant weaknesses and required improvements related to the investigation and sanctioning process; however, RMA did not advocate for nor expect codes of conduct to be eliminated completely.

The Minister of Municipal Affairs has stated an intent to engage with municipal stakeholders on the possible creation of a provincial integrity commissioner to play a yet-to-be-determined role related to council governance and conduct issues. While this may in the long run enhance the quality of municipal governance, nothing is known about the timing of the engagement process, the likelihood of such a body actually being created, responsibility for costs associated with such a body, or what (if any) internal municipal processes will replace codes of conduct as a local tool to identify and direct governance or conduct concerns to an integrity commissioner. While RMA sees pros and cons to codes of conduct, integrity commissioners, and moving forward with no specific council conduct accountability mechanism, the current approach is quite confusing in that it suggests that there is merit to some sort of accountability regime but leaves municipalities with no available process immediately before and (likely) immediately following an election, when it could be argued the risk of council conduct issues may be highest.

The change to empower the Minister to develop procedural orders that must be applied in all municipalities is, according to Municipal Affairs staff, intended to partially off-set the elimination of codes of conduct by allowing the Minister to mandate certain complaint or dispute resolution processes within council meetings. RMA is concerned with this approach for two reasons:

- This change makes it further unclear why codes of conduct were removed. If the Minister sees a need to prescribe processes in municipal councils to address council conduct, why not just maintain codes of conduct, perhaps with a narrower scope?
- Unlike codes of conduct, which were mandatory for all municipalities to have but could be customized based on local priorities, the change to S. 145 allows the Minister to undermine local autonomy by requiring municipalities to follow very specific meeting processes, even if they are not well-suited to their council structure or dynamics.

RMA expects that the Government of Alberta will engage with municipal stakeholders on changes to meeting procedures. This will be crucial to ensure any ministerial orders are as narrow and unobtrusive as possible.

Chief Administrative Officer (CAO) Accountability

CAO Provisions, S. 205 and 206

Previous Status	Amended Status	Summary/Analysis
S. 205(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer. (3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.	S. 205(2) Every council must appoint one person to carry out the powers, duties and functions of the position of chief administrative officer. (3) Repealed.	This amendment creates a consistent, singular CAO role in all municipalities across the province.
No previous provision.	S. 206(1.1) A council may not pass a bylaw that varies the requirement of a majority referred to in subsection (1). (1.2) Any provision in a bylaw that varies the requirement of a majority referred to in subsection (1) is repealed on the coming into force of subsection (1.1).	S. 206 addresses the appointment, suspension, and revocation of a CAO by majority vote. The amendments cement a majority vote requirement for appointment, suspension, or revocation of the person in the CAO position.

Use of Natural Person Powers, S. 208

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 208(3) The chief administrative officer must report to council in writing within 72 hours after the chief administrative officer exercises the municipality's natural person powers under S. 202(1).	RMA has heard several concerns from member municipalities regarding the potential implications of the proposed changes: ◆ The concept of "natural person powers" is broad, encompassing most day-to-day administrative activities (e.g., hiring, contracts, legal settlements, and others). ◆ Requiring a written report to council within 72 hours for each exercise of these powers would significantly increase administrative burdens and blur the lines between governance and operations. ◆ There is a risk of increasing political interference in administrative processes linked to the increased reporting. ◆ It is unclear how this provision would be enforced, or whether non-compliance could be grounds for dismissal "for cause." Importantly, RMA is not aware of any other jurisdiction with similar reporting requirements tied to natural person powers, suggesting this provision is both novel and untested in the municipal governance context. Further, the interplay between the requirement in s. 208.1(1) for CAOs to share responses to individual councillor information requests with council within 72 hours and the natural person power notification rule is unclear and could result in redundant or conflicting obligations.

CAO Duty to Provide Information to Councillors, S. 208.1

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 208.1(1) …where a councillor requests information from the chief administrative officer or designate, the information must be provided as soon as is practicable. S. 208.1(2) Where the requested information is personal or confidential information, the chief administrative officer designate may refuse to provide the information. S. 208.1(3) Where the chief administrative officer or designate provides information to a councillor, the information must be provided to all other councillors within 72 hours of the information being provided to the councillor. S. 208.1 (4) The chief administrative officer or designate must provide reasons to all councillors for refusing to provide the information requested under subsection (1).	Councillors are already authorized to obtain information about the operation or administration of the municipality from the CAO or designate under s. 153(d) of the MGA. This amendment requires the CAO or designate to provide that information to a councillor, unless it involves personal or confidential details that cannot legally be shared. Any information shared must also be given to the rest of council within 72 hours. The CAO must provide reasons to all councillors if specific information cannot be shared. Under the amendments, the Minister can create regulations regarding how the information is provided, and additional factors for determining whether to refuse a request. It is unclear as to the meaning of some of the conditions in s. 208.1(2) that the CAO or designate must consider when determining whether to share confidential information. In particular, the addition of s. 208.1(2)(d), which states that the CAO/designate may consider “any other relevant factor” risks creating confusion among administration and council and may pose a liability risks to the CAO/designate if they inadvertently do not consider a “relevant factor” and share personal information that they should not.

Chief Administrative Officer (CAO) Accountability: RMA Quick Analysis

The changes related to CAO reporting requirements appear to be based on a perceived need for CAOs to provide a broader scope of information to councils in a more streamlined manner. While there is no question that mutual accountability, transparency, and sharing of information is crucial to a strong council-administration relationship, some of the changes made in this area are extremely broad and present a risk of creating unrealistic reporting expectations and an administrative burden on CAOs.

RMA is especially unclear on the practical application of s. 208(3), requiring the CAO to continually report on any use of natural person powers. The MGA (s. 1(f)) defines "natural person powers" as "the capacity, rights, powers and privileges of a natural person." While most analysis and summary of Bill 50 to this point has equated natural person powers with actions such as signing contracts and hiring or firing employees, the MGA definition is sufficiently broad that the change could be interpreted as requiring CAOs to report on every single action, task, decision, or conversation they undertake. A broad interpretation such as this would make the requirement virtually impossible to fulfill, and even a narrower interpretation focused on more formal and impactful actions would be onerous; in discussions with several CAOs on this issue, RMA has heard anecdotal estimates that CAOs exercise natural person powers between 20 and 100 times a day. In addition to the practical challenges this change would present, the lack of detail as to what is mean by "report" in s. 208(3) is likely to cause additional confusion. Take, for example, a situation in which a CAO hires a new employee. Some would interpret the change as simply requiring the CAO to report that they hired an employee, while others could interpret it as requiring that council be informed of the employee's name, position, salary, resume, interview evaluation, etc. RMA assumes this is not the intent, but it is a valid interpretation as written.

RMA supports ongoing engagement between Municipal Affairs and municipal stakeholders, including municipal administrator associations, to assess and seek improvements to the council-CAO relationship. In some cases, this could include legislative changes to enhance CAO accountability and transparency. Unfortunately, to RMA's knowledge, the changes in this area in Bill 50 were not based on such consultation and pose a high risk of creating more confusion, red tape, and conflict in some municipalities. At minimum, they will likely increase the workload of CAOs and provide an unclear benefit to councils.

Authority of Official Administrators

Expansion of Rights and Responsibilities of Official Administrators, S. 575(2)

Previous Status	Amended Status	Summary/Analysis
S. 575(2) So long as the appointment of an official administrator under this section continues, (a) no bylaw or resolution that authorizes the municipality to incur a liability or to dispose of its money or property has any effect until the bylaw or resolution has been approved in writing by the official administrator, and (b) the official administrator may at any time within 30 days after the passing of any bylaw or resolution disallow it, and the bylaw or resolution so disallowed becomes and is deemed to have always been void.	S. 575(2)(c) the official administrator (i) must be notified by council of any regularly scheduled or special council meetings, (ii) may be present during all meetings of council that are closed to the public except where matters subject to legal privilege are being discussed, (iii) may direct the municipality to provide a copy of any records, except records subject to legal privilege, in the municipality's possession to the official administrator within the time specified by the official administrator, and (iv) must sign or authorize agreements, cheques and other negotiable instruments of the municipality or council in addition to the person signing or authorizing those agreements, cheques and other negotiable instruments under section 213(4).	The amendments dictate an official administrator: ◆ Must be notified of any council meetings ◆ May be present for any meeting of council that is closed to the public except in cases of legal privilege ◆ Is authorized to direct the municipality to provide a copy of any records, except records that are subject to legal privilege ◆ Must sign or authorize agreements, cheques, and other negotiable instruments of the municipality in addition to the person authorizing An official administrator is typically appointed in situations where a municipality is facing significant governance or other challenges. Expanding the administrator's existing powers to ensure they have adequate access to – and involvement in – council meetings and have an expanded role in administrative and financial matters, will ensure they can more effectively support continued municipal governance and operations.

Authority of Official Administrators: RMA Quick Analysis

RMA generally agrees with the Bill 50 changes related to the authority of official administrators. RMA's recent post-dissolution impacts study included a recommendation for an automatic appointment of an official administrator (in a supervisory role) for situations in which municipalities have been voted to dissolve, but prior to the actual date of dissolution. The intent of this recommendation is to ensure the council does not make any material financial decisions that will negatively impact the financial state of the absorbing municipality. While Bill 50 does not make the appointment of an official administrator mandatory in such cases, the expansion of the information to be shared with official administrators and their presence at meetings will ensure they are able to exercise their role more effectively when they are appointed in such situations.

Regulation Making Authority

Defining "Public Interest" and "Policy of Government", S. 179.2 and S. 603.02

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 179.2 The Lieutenant Governor in Council may make regulations defining "public interest" for the purposes of this Division.	This new provision links to s. 179.1, added through Bill 20 in 2024. S. 179.1 empowers Cabinet to direct a vote to dismiss a councillor if they deem the dismissal to be in the "public interest". The section does not define "public interest", allowing the Minister to update the definition through regulation. While Municipal Affairs has indicated that they do not plan to utilize this regulation-making power in the near future, the threat remains, and RMA continues to be opposed to the inclusion of this Cabinet power as it is an infringement on local autonomy. RMA's original 2024 analysis of s. 179.1 stated, in part, the following: "This change allows the Government of Alberta to wield a constant 'hammer' over councillors that speak out against provincial policy, or potentially that disagree with their council colleagues on issues with provincial significance."
No previous provision.	S. 603.02 The Lieutenant Governor in Council may make regulations defining "policy of the Government" for the purposes of section 603.01(e).	This new provision links to s. 603.01, added through 2024's Bill 20. S. 603.01 empowers Cabinet to order a municipality to amend or repeal a bylaw for several reasons, including if, in Cabinet's opinion, the bylaw does not align with a "policy of the Government." This provision would allow the Minister to develop a regulation to define "policy of the Government." Municipal Affairs has indicated that they intend to develop a regulation under s. 603.02 in the near future. However, RMA continues to oppose the initial inclusion of s. 603.01, as it undermines municipal autonomy. RMA's original 2024 analysis of s. 603.02 stated, in part, the following: "S. 603.01 challenges local autonomy and municipal decision-making, and provincial intervention could create significant issues for rural municipalities if left unchecked. Giving the province the power to change or repeal bylaws that they disagree with is contrary to the grassroots, conservative, anti-red tape values that this provincial government claims to stand for; based on the RMA's interpretation, the clause allowing repeal based on misalignment with 'provincial policy' allows for exactly this."

Regulation Making Authority: RMA Quick Analysis

RMA remains opposed to the Bill 20 addition of Cabinet powers that could force a vote to remove councillors and to unilaterally repeal and amend bylaws. The fact that these powers were inserted into the MGA before defining the circumstances in which they could be used is troubling in itself. RMA is also concerned that the most impactful and complex definitions will be developed through regulation, which undermines the democratic process that should be reviewed to develop or amend such contentious terms. While defining "public interest" and "policy of the Government" may have the effect of limiting when Cabinet can exercise these provisions, an overly broad definition in the regulation would allow for significant government over-reach. RMA continues to question the need for these powers, as well as the inclusion of these "catch-all" clauses associated with each, especially when both sections of the Act already include a more specific list of circumstances in which the powers can be exercised by Cabinet.

Changes to the Local Authorities Election Act

Voting, Recounts, Withdrawal, and Campaign Finances

Candidate Withdrawal, S. 32

Previous Status	Amended Status	Summary/Analysis
S. 32(1) A person nominated as a candidate may withdraw as a candidate at any time during the nomination period. (2) At any time within 24 hours after the close of the nomination period, if more than the required number of candidates for any particular office are nominated, any person so nominated may withdraw as a candidate for the office for which the candidate was nominated by filing with the returning officer a withdrawal in writing.	S. 32 An individual nominated as a candidate may, at any time during the nomination period or within 24 hours after the close of the nomination period, withdraw as a candidate for the office for which the candidate was nominated by filing a withdrawal in writing with the returning officer.	The amendment removes the legislative requirement that there be more than the required number of candidates for any particular office to permit a party to withdraw as a candidate. This would also, presumably, remove the requirement that there be a minimum number of candidates to hold an election (assuming the number is above 1). RMA is unclear as to the problem this amendment is intended to address. It would appear that this change could cause new challenges by allowing candidates to withdraw after nomination closes even if it results in fewer than the required number of candidates running. RMA's interpretation of this change is that it would allow a candidate to withdraw even if they are the only person running for a position. If this is the case, it is unclear whether the returning officer would be permitted to reopen nominations under s. 31(1).

Voting, S. 48.1, 49, 78, and 84.1

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 48.1(1) This section applies to an election held in 2025 or 2026 in a local jurisdiction in the same area as the Municipality of Jasper.	The provisions in s. 48.1 lay out the scheme for permitting displaced Jasper residents to vote or be nominated in the upcoming municipal election in October. The individual must have been a resident of Jasper prior to July 22, 2024, and provide a statement that they are still displaced because of the 2024 wildfires, and that they intend to return to Jasper as soon as reasonably practical. The individual must also meet the proof of elector eligibility requirements outlined in s. 53.03.
S. 49(8) No candidate, official agent or scrutineer shall take a photograph or make a copy of the permanent electors register.	S. 49(7.1) Only a returning officer may use a permanent electors register and only as it relates to the exercise of a power or performance of a duty of a returning officer under this Act. (8) For greater certainty, a candidate, official agent or scrutineer shall not access or use the permanent electors register, including, without limitation, taking a photograph or making a copy of the register.	The amendments are made in line with the creation of the "permanent electors register", the catalog of registered voters in Alberta. The addition restricts the power of officers to those listed under the LAEA. The amendment changes the language of s. 49(8) to explicitly include new designations and emphasizes the restriction of sharing or possessing personal information. This is an important amendment to protect the privacy of voters and ensure that candidates cannot use the register to contact or access the personal information of voters.

No previous provision.	S. 49.1 A municipality that prepares a permanent electors register in accordance with s. 49 must, on request, provide a copy of the permanent electors register to another elected authority in the same area.	This permits the sharing of voter data with elected officials/authorities within the municipality. The LAEA defines "elected authority" as a municipality or school board, so this is presumably intended to allow those entities to share voter registry information. It is unclear why the new section uses the term "area," as this seems unnecessarily broad and could be interpreted by some as allowing sharing across municipal boundaries.
S. 78(1) The deputy, at the request of an elector who is unable to vote in the usual manner, shall mark the vote of that elector on the elector's ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.	S. 78(1) The deputy, at the request of an elector who is unable to vote in the manner prescribed by this Act and, if an elector assistance terminal is available, who does not elect to vote by that means, shall mark the vote of that elector on the elector's ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.	The amended section contemplates the voting process inclusive of an elector who uses or could use an elector assistance terminal when available.
No previous provision.	S. 84.1 Enables the use of "elector assistance terminals" in the LAEA. The amendment allows for the use of a device that allows individuals with disabilities to more effectively and privately register their vote.	It remains with the municipality to pass a bylaw permitting the taking of votes through this method. If a bylaw is passed, the terminal must allow for an independent vote, must not be connected to any network, must create a paper ballot to be cast, allow the vote to be verified before it is cast, and does not enable the choice to be known to election officers. RMA supports the intent of this amendment. However, it is currently unclear to RMA whether these terminals are widely available, the types of terminals that may be available, as well as the cost of purchasing and operating. RMA expects that the Government of Alberta would support municipalities in procuring terminals that meet the specific requirements outlined in s. 84.1 to ensure equitable access to voting across the province.

Recounts, S. 98

Previous Status	Amended Status	Summary/Analysis
S. 98 previously allowed a returning officer to conduct a recount if there were reasonable grounds to suspect an error in the vote count, including questionable ballots, administrative or technical errors, or close results. A mandatory recount was triggered if the vote margin was within 0.5% under specific conditions and a qualified candidate applied within 44 hours after polls closed. The process included notification of affected parties, a manual count of ballots, and re-sealing of the ballot box. The recount had to be completed before official results were declared or within 96 hours for bylaws or questions.	S. 98 maintains similar criteria for when a returning officer may or must conduct a recount but splits the recount process into clearer sections. Recounts may occur if there are reasonable concerns over the count, administrative error, or potentially outcome-altering ballot issues, with applications required within 44 hours. Recounts are mandatory when the vote margin is within 0.5% and requested by an eligible candidate within 72 hours of results being posted. The recount procedure is detailed, requiring 12 hours' notice to affected parties, manual counting, and proper resealing of the ballot materials.	The amendments clarify and streamline recount procedures while retaining core principles. Applicants must still demonstrate reasonable belief of an inaccurate count, and recounts remain dependent on how close the vote margin is and/or the presence of errors. The amendment clearly separates discretionary and mandatory recounts and extends the recount request window for close results from 44 to 72 hours. Deadlines for completing recounts remain in place.

Political Party Campaign Finances (Specific to Edmonton and Calgary), S. 147

Previous Status	Amended Status	Summary/Analysis
S. 147.1 defined "campaign expense" strictly as expenses or non-monetary contributions used to directly promote or oppose a candidate during the campaign period. A "candidate" was an individual either nominated or intending to be nominated for municipal election. "Contribution" referred to money, property, or services given to benefit a campaign without fair compensation, excluding volunteer services. Contributions were valued at fair market rate, and if sold below that rate, the discount counted as a contribution. Prohibited organizations, like school boards, could not contribute.	S. 147.1 expands "campaign expense" to include expenses by local political parties or slates in addition to individual candidates. The definition of "candidate" and "contribution" is updated to reflect this broader scope, now applying to both candidates and local political parties. A new term, "endorsed candidate," is introduced to recognize those officially backed by political parties. The valuation of non-monetary contributions and rules for discounted services remain consistent but now apply to both candidates and political parties. School boards are still considered prohibited organizations.	The amendments broaden the framework of election finance by formally recognizing local political parties and their role in campaign spending and contributions. The definition of "contribution" shifts subtly in legal nuance: by replacing "for the benefit of" with "in respect of," the amended legislation may loosen restrictions on how donated resources are used, potentially allowing spending on uses loosely related to the campaign. Introducing "endorsed candidate" aligns with the formalization of political parties at the municipal level, signaling a shift toward more party-based local elections. RMA plans to undertake further analysis on this change. However, any amendment that provides a party-affiliated candidate with a financial advantage over a non-party-affiliated candidate undermines election fairness. One of RMA's primary concerns with the introduction of political parties in Edmonton and Calgary – and potentially province-wide in future elections – is that it would result in inequities related to financial capacity and resource-sharing among candidates. If candidates choose to align with a party, they should do so based on common views or priorities, not because it will provide them with a financial or resource advantage.
S. 147.13(2) Every candidate and every person acting on behalf of a candidate shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.	S. 147.13(2) A candidate, a local political party and a person acting on behalf of a candidate or a local political party shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.	The amendment addresses the responsibility of contributors. The substitution in the opening sentence expands the application of S. 147.13 from candidates and their election team to that of the candidate, their election team, and their local political party. They are now mutually responsible for ensuring that any individual contribution is within the set limit. This amendment also further entrenches the presence of local political parties in the Act.

No previous provision.	S. 147.25 allows unrestricted transfers of money, real property, goods, services, or campaign-related debt between a local political party and one of its endorsed candidates. These transfers are explicitly excluded from being classified as contributions or campaign expenses under the Act. However, all transfers must be recorded with details of the source and amount and included in the required disclosure statements for both the candidate and the party. Any monetary transfers must be deposited into the candidate's campaign account.	The amendment introduces a significant shift by permitting unlimited financial and non-financial transfers between local parties and their candidates, which are not treated as campaign contributions or expenses. While transparency is maintained through mandatory disclosure, the exclusion from traditional financial reporting categories may obscure the true scale of campaign financing. While RMA noted above a need to undertake further analysis on changes to s. 147.1 to determine its impact on the advantages afforded to party-affiliate candidates, the inclusion of s. 147.25 appears much clearer and more concerning from a candidate equity perspective. Based on RMA's interpretation, this section would allow political parties to distribute financial resources to candidates that they have collected at the party level. The use of the term "between" indicates that candidates may transfer collected candidate contributions to the party, which may subsequently transfer them to other candidates. This would appear to open a massive loophole in which a party could run a large number of candidates as a means to collect campaign contributions, which could then be funneled through the party to a small number of "star" or high-priority candidates, affording them virtually unlimited financial resources. RMA plans to undertake further analysis on this change to confirm this interpretation. If correct, this creates a massive "unlevel playing field" between party-affiliated and non-party-affiliated candidates.

Voting, Recounts, Withdrawal, and Campaign Finances: RMA Quick Analysis

While some of the changes made to the LAEA appear focused on better clarifying existing processes (recount changes) or addressing gaps in previous changes (allowance of elector assistance terminals as an exception to previous Bill 20 ban on electronic vote tabulators), others in relation to the likely expansion of political parties to all municipalities in 2029 are highly concerning. While the decision to permanently instill political parties is officially expected to be based on the outcomes of piloting political parties in Calgary and Edmonton, based on the further amendments being made to the LAEA to contemplate political parties, it appears likely to move forward.

RMA's initial input to Municipal Affairs in relation to political parties emphasized the importance of ensuring a candidate does not receive an unfair financial advantage through affiliating with a party. Specifically, RMA stated the following:

> No candidate should receive a financial benefit (in the form of increased contribution or expense limits) from running under a party banner. For example, if three candidates from the same party run in a municipality, they should not be permitted to pool or combine their expense limits; expenses must be tracked for each individual candidate. Parties should also be expressly prohibited from pooling expense limits across municipalities. Not doing so could allow a party to run "dummy" candidates in a non-priority municipality and transfer their expense limit space to candidates in high-priority municipalities.
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> In addition to not allowing candidates within parties to pool expense limits, parties themselves should not have a separate expense limit beyond individual candidates. Presumably, one advantage of parties would be procuring campaign materials (signs, etc.) at a lower price for individual candidates. While this is reasonable, parties cannot be permitted to incur direct campaign-related expenses on behalf of their candidates that are not captured under an individual candidate's campaign expenses.

Unfortunately, the changes in Bill 50 appear to allow for the opposite of what was proposed by RMA. There is a significant risk that this amendment will permanently change the "local" nature of municipal elections moving forward, even in small and rural municipalities (if political parties proceed provincewide) and could have impacts well beyond the campaign and election process itself by creating financial "arms races" among parties and leaving party-affiliated councillors beholden to large donors when making council decisions.

Changes to the New Home Buyers Protection Act

Warranty Coverage and Process Amendments

Coverage, Exemption, and Appeals, S. 3, 7, and 17

Previous Status	Amended Status	Summary/Analysis
S. 3 of the New Home Buyers Protection Act (NHBPA) required that new homes be registered and covered by a home warranty insurance contract before construction began, unless exempted by the Registrar under specific conditions such as undue hardship. It also required warranty coverage to be in place before a home could be sold during or after construction. Coverage start dates varied based on ownership and construction type. Builders had to offer optional additional coverage, and sellers needed to disclose warranty details to prospective buyers.	S. 3 maintains the requirement for registration and warranty coverage but tightens the process for exemptions. Owner-builders may still be authorized to build without coverage, but a caveat must now be registered against the title, making the lack of coverage publicly visible. Key provisions from the Land Titles Act no longer apply to these caveats, which can only be removed through specific legal mechanisms. The exemption for undue hardship has been repealed, strengthening enforcement of warranty requirements and increasing transparency.	The amendments centralize and reinforce warranty requirements by eliminating subjective exemptions and introducing clear title registration requirements. The Registrar has expanded authority to impose conditions on owner-builders and register caveats against uninsured builds which should provide the public notice of risk. This may improve buyer protection by ensuring home warranty status is visible and regulated. Builders may be able to seek exemptions from these requirements for undue or financial hardship; this may allow builders to continue with their build uninsured. RMA does plan to undertake further analysis to understand if and how these changes will impact owner-builders as well as projects in rural or isolated areas where procuring home building services is already difficult. RMA has previous resolutions seeking clearer exemptions for warranties in cases where they will cause undue hardship or in which owners have clearly stated a preference to proceed without a warranty. While these changes may increase certainty for owners interested in a warranty, they may limit autonomy for those that are not.

No previous provision.	S. 3.01 sets out conditions under which a new home under construction can be sold. A person must not sell or offer to sell a new home unless it has valid home warranty coverage for the protection period, or the seller has obtained both an exemption and written permission from the Registrar. Sellers must also provide buyers with a disclosure notice about the warranty status. Exemptions may be granted by the Registrar in cases of undue or financial hardship. If an exemption is granted, a caveat must be registered on the land title indicating the lack of coverage, which can only be discharged under s. 3.02.	The amendments ensure that owner-builders cannot list or sell new homes without home warranty coverage unless exceptional circumstances apply, and they receive written approval from the Land Titles Office (LTO). While the option for exemptions based on hardship is a necessary flexibility, the lack of a clear definition for "undue hardship" introduces uncertainty and potential overuse or underuse, depending on the Registrar's interpretation. Caveat-related provisions clarify that exemptions are registered separately from standard processes under the *Land Titles Act*.
S. 5(1) Subject to section 6, the Registrar may, on application, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder (a) registers the new home with the Registrar, (b) meets the prescribed criteria, and (c) pays the required fees, if any.	S. 5(1) Subject to section 6, the Registrar may, in accordance with the regulations, if any, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder in respect of a new home (a) registers the new home with the Registrar, (b) meets the prescribed criteria, and (c) pays the required fees, if any.	Section 6 lays out the scenarios in which the LTO may refuse an owner builder their authorization to build a new home. This amendment requires the LTO to comply with regulations affecting the application instead of internal policy decision-making.

S. 17(1) A person (d) whose application under section 3(5) for an exemption from section 3(2) on grounds of undue hardship has been refused,	17(1) A person (d) whose application for an exemption under section 3.01(2) has been refused, (d.1) who is affected by any of the following decisions: (i) the Registrar's refusal to provide the person with the written permission referred to in section 3.01(1)(a)(ii)(B) or 3.1(8); (ii) the Registrar's determination that the exemption under section 3.1(2) or (3) does not apply to the person; (iii) the Registrar's determination under section 8(5)(a) as to whether a building or a portion of a building, or a proposed building or a portion of a proposed building, is a new home to which this Act applies or is exempt from the application of this Act.	Several provisions are now subject to appeal under Section 17 of Part 5 – Appeals. Appeals may now include decisions from the LTO to reject or affirm exemptions on home warranty coverage due to hardship, permission to sell without coverage, restrictions from rental use, designation caveats, approvals to rent out properties, and the application of the Act to proposed buildings.

Warranty Coverage and Process Amendments: RMA Quick Analysis

The recent amendments to the NHBPA significantly restructure the warranty coverage process, with implications for rural municipalities across Alberta. By mandating registered home warranty coverage and restricting exemptions, these changes aim to enhance transparency and consumer protection – particularly through the use of caveats that notify potential buyers of warranty status. For rural and remote communities, however, where access to homebuilders and warranty providers is often limited, the amendments may unintentionally increase barriers to home construction. While the goal of buyer protection is commendable, it must be balanced against the realities of rural development, where flexibility is often necessary.

Owner-builders are now subject to stricter conditions, including expanded authority granted to the Registrar and new registration requirements through the Land Titles Office (LTO). The elimination of subjective exemptions such as those based solely on financial hardship may create challenges for rural residents with limited resources. While exemptions remain possible under the "undue hardship" clause, the lack of clarity around this definition could lead to inconsistent application and uncertainty. The RMA supports further analysis and stakeholder consultation, particularly to assess the long-term impacts on rural housing availability and to ensure that the needs of rural owner-builders are adequately reflected in legislation.

Changes to the Safety Codes Act

Safety Codes Council

Appointments and Duties, S. 16, 18

Previous Status	Amended Status	Summary/Analysis
S. 16(4) The persons appointed to the Council by the Board of Directors must include persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. (5) The Board of Directors shall ensure that representatives of municipalities, business, labour and persons with disabilities are appointed to the Council from among the persons described in subsection (4).	S. 16(4) The persons appointed to the Council by the Board of Directors must include (a) persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment, and (b) persons who are experts in or have experience with new home warranty coverage under the New Home Buyer Protection Act. (5) For the purpose of subsection (4), the Board of Directors shall ensure that (a) representatives of municipalities, business, labour and persons with disabilities are appointed from	Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.

	among the persons described in subsection (4)(a), and (b) representatives of builders, warranty providers, insurers and homeowners are appointed from among the persons described in subsection (4)(b) with respect to the Council's duty to provide advice and recommendations referred to in section 18(d.01).	
No previous provision.	S.18 The Council… (d.01) shall provide advice and recommendations to the Minister responsible for the New Home Buyer Protection Act if a request is made under section 8.01 of that Act.	The amendments allow the Minister to seek advice from the Safety Codes Council regarding the topics listed in s. 8.01 of the NBHPA, including the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.

Safety Codes Council: RMA Quick Analysis

Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.

The amendments allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.