



AGENDA

Municipal District No.124 Regular Council
Wednesday, March 12, 2025 - 9:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 March 12, 2025, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the March 12, 2025, Regular Meeting of Council Agenda as presented.

ADOPTION OF MINUTES

- 4.1 February 26, 2025, Regular Meeting of Council Draft Minutes 5 - 8

Proposed Motion: Move to adopt the February 26, 2025, Regular Meeting of Council Draft Minutes as presented.

[02262025 - DRAFT MINUTES - Regular Council](#)

- 4.2 January 27, 2025, Special Meeting/Strategic Meeting Draft Minutes 9 - 10

Proposed Motion: Move to adopt the January 27, 2025, Special Meeting/Strategic Meeting Draft Minutes as presented.

[01272025 - DRAFT MINUTES - Special meeting](#)

- 4.3 January 28, 2025, Special Meeting/Strategic Meeting Draft Minutes 11 - 12

Proposed Motion: Move to adopt the January 28, 2025, Special Meeting/Strategic Draft Minutes as presented.

[01282025 - DRAFT MINUTES - Special meeting](#)

DELEGATIONS

- 5.1 Grande Prairie Regional Hospital Foundation - Dale Bond 13

Proposed Motion: Move to accept the presentation from Grande Prairie Hospital Foundation as information.

[MD Lesser Slave River Delegation Request](#)

REQUESTS FOR DECISION

- 6.1 2025 Gravel Haul Contract 14 - 16

Proposed Motion: Move to award the 2025 Gravel Haul Contract to 902188 Alberta Ltd. o/a Rempel Trucking in the amount of \$394,041.98 plus GST to be

paid under the 2025 Operational Budget from GL's 2-32-17-63-536, 2-32-17-68-536 & 2-32-17-66-536.

[20250312 Request for Decision Gravel haul](#)

[UNOFFICIAL Tender Opening Results - 2025 Gravel Haul](#)

- 6.2 Three Year Bridge Inspection Services & Support 17 - 18

Proposed Motion: Move to award the three-year bridge inspection services and support contract to WSP Canada Inc.

[20250312 Request for Decision - Three Year Bridge Management Program](#)

- 6.3 Motor Grader Tender 19 - 22

Proposed Motion: Move to direct Administration to purchase a 772GP Motor Grader from Brandt Equipment Edmonton in the amount of \$610,000 plus GST.

[2025 Motor Grader Tender results](#)

[Grader Spec sheet](#)

- 6.4 2025 Wheel Loader Tender 23 - 26

Proposed Motion: Move to direct Administration to purchase a 644 G Wheel Loader from Brandt Equipment Edmonton in the amount of \$389,900 plus GST.

[2025 Wheel Loader Tender results](#)

[Loader Spec Sheet](#)

- 6.5 New Service Agreement 27 - 28

Proposed Motion: Move that Council accept the New Service Agreement with Kii Health as information.

[Kii Health RFD for March Council](#)

- 6.6 Responsible Animal Ownership Policy and Information Package - Draft 29 - 53

Proposed Motion: Move to approve the Animal Ownership Policy and corresponding attachments/information package, as presented.

[25 03 06 Request for Decision- Responsible Animal Ownership Policy and Info Package - Council Meeting March 12 2025](#)

[25 03 06 Responsible Animal Ownership Policy](#)

[25 03 06 Responsible Animal Ownership Procedure](#)

[20250214 Manure and Surface Water Management Plan](#)

[20250305 Resources for Keeping Animals](#)

[Pages 1 to 3 Farm Emergency Plan](#)

[Workbook clip - Animal Section](#)

REPORTS

- 7.1 Board Reports - Agricultural Services
- Agricultural Service Board - Councillors Melzer and Fulmore
 - Veterinary Services Incorporated - Councillors Melzer and Fulmore
- 7.2 Board Reports - Community Futures
- Community Futures Slave Lake - Councillor Sand
 - Community Futures Tawatinaw Region - Councillor Melzer
- 7.3 Board Reports - Airport
- Slave Lake Airport Services Commission - Councillors Seatter, Fulmore and Pearson

- 7.4 Board Reports - Education Libraries
 - Peace Library Systems - Councillors Pearson and Sand
 - Slave Lake Regional Library Board - Councillor Sand
- 7.5 Board Reports - Economic Development
 - Slave Lake Chamber of Commerce -Deputy Reeve McCann
- 7.6 Board Reports - Seniors and Housing
 - Lesser Slave Lake Regional Housing Authority - Councillors Pearson and Sand
 - Homeland Housing - Councillor Melzer
- 7.7 Board Reports - Inter-Municipal Committees - Reeve Kerik, Deputy Reeve Spencer, Councillors Sand and Seatter
- 7.8 Board Reports - Planning & Development
 - Municipal Planning Commission - Deputy Reeve Spencer, Councillors Seatter, Pearson and Fulmore
- 7.9 Board Reports - Tourism
 - Slave Lake Regional Tourism - Deputy Reeve Spencer
- 7.10 Board Reports - Reeve Appointments
 - Northern Alberta Development Council/Northern Alberta Elected Leaders
 - Director of Wildfire Legacy Corporation
- 7.11 Board Reports - Regional Alliances
 - Alberta North Central Alliance - Reeve Kerik and Councillor Sand
- 7.12 Board Reports - Tri-Council Committees
 - Tri-Council Health Advocacy Committee - Councillors Pearson, Melzer and Fulmore
- 7.13 Board Reports - Waste Management
 - Athabasca Regional Waste Management Services Commission - Councillors Sand and Fulmore
 - Lesser Slave Regional Waste Services Commission - Manager Kolenosky, Deputy Reeve Spencer, Councillors Pearson and Seatter
- 7.14 Board Reports - Watersheds
 - Lesser Slave Lake Watershed Council - Councillors Seatter and Pearson
- 7.15 Board Reports - All Council Committees
 - Tri-Council (MD/TOSL/Sawridge First Nation)
 - Pembina River District No.3
 - Disaster Service Committee

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

NEW BUSINESS

- 8.1 Canadian Legal System Process Flow Chart

54

Proposed Motion: Move to accept the Canadian Legal System Flow Chart as information.

[PROCESS of Canadian Legal System](#)

- 8.2

8.3

CONFIDENTIAL ITEMS - CLOSED SESSION

9.1 Closed Session as per Section 19 of the FOIP Act.

- Code of Conduct Review

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

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

NOTICE OF MOTION

ADJOURNMENT

MINUTES

**Regular Meeting of Council
Municipal District of Lesser Slave River No. 124
February 26, 2025
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 (via Teams)
MEMBERS ABSENT	Brad Pearson - Division 2
IN ATTENDANCE	Barry Kolenosky - Chief Administrative Officer, MDLSR Shari Spencer - Assistant Director, Field Services & Document Conveyance Manager, MDLSR Cody Borris - Transportation Manager, MDLSR Jeremy Dumaresque - Assistant Director, Utilities, MDLSR Sandra Rendle - Associate Director, Legislative Services, MDLSR (via Teams) Kendra Kozdroski - Agricultural Fieldman, MDLSR (via Teams) Sgt. Bruyns - Slave Lake RCMP Sgt. Sehn - Westlock RCMP Sheila Harrison - Alberta Forest Products Association Ken Vanderwell - Vanderwell Contractors Mike Haire - Vanderwell Contractors Pearce Shewchuk - Nichols Applied Management David Schaaf - Nichols Applied Management Felix Leger - Nichols Applied Management Joe McWilliams - Lakeside Leader Marilyn Gladue - Recording Secretary, MDLSR
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:00 a.m.
ADOPTION OF AGENDA	February 26, 2025, Regular Meeting of Council Agenda <u>MOTION 071-25</u> Moved by Councillor Fulmore to adopt the February 26, 2025, Regular Meeting of Council Agenda as amended: Add: - - 10.3 Flatbush Festival
	CARRIED
ADOPTION OF MINUTES	February 12, 2025, Regular Meeting of Council <u>MOTION 072-25</u> Moved by Deputy Reeve McCann to adopt the February 12, 2025, Regular Meeting of Council Minutes as amended: - Motion 058-25 – Remove “Councillor” entered twice - Motion 060-25 – Add the Project Name
	CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
February 26, 2025

**ACCEPTANCE OF
MINUTES FOR
INFORMATION**

February 12, 2025, Community Assistance Board Meeting Minutes

MOTION 073-25

Moved by Councillor Melzer to accept the February 12, 2025, Community Assistance Board Meeting Minutes as information.

CARRIED

February 12, 2025, Committee of the Whole Meeting Minutes

MOTION.074 -25

Moved by Deputy Reeve McCann to accept the February 12, 2025, Committee of the Whole Meeting Minutes as information.

CARRIED

DELEGATIONS

RCMP Sgt. Sehn & Sgt. Bruyns

MOTION 075-25

Moved by Deputy Reeve McCann to accept the RCMP reports as information.

CARRIED

Alberta Forest Products Association – Sheila Harrison

MOTION 076-25

Moved by Councillor Sand to accept the presentation from Alberta Forest Products Association as information.

CARRIED

Rendle entered (Teams) at 12:35 p.m.

**REQUEST FOR
DECISION**

2025 Assessment Review Board Appointments

MOTION 077-25

Moved by Deputy Reeve McCann to appoint Geryl Amarin as the Local and Composite Assessment Review Board(s) Clerk and Designated Officer for the Municipal District of Lesser Slave River No.124 to December 31, 2025.

CARRIED

MOTION 078-25

Moved by Councillor Fulmore to appoint Local and Composite Assessment Review Board(s) Panelists: Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc and Raymond Ralph for the Municipal District of Lesser Slave River No.124 to December 31, 2025.

CARRIED

MOTION 079-25

Moved by Councillor Sand to appoint Raymond Ralph as the Chairman of the Local and Composite Assessment Review Board(s) for the Municipal District of Lesser Slave River No.124 to December 31, 2025.

CARRIED

Appointment of Member to the Slave Lake Region Tourism Society

MOTION 080-25

Moved by Councillor Melzer to table the Appointment of Member to the Slave Lake Region Tourism Society to a future Council meeting, once more information and clarification is received.

CARRIED

Extended Producer Responsibility (EPR) Program – Financial Compensation for MD Transfer Stations

MOTION 081-25

Moved by Councillor Sand that the Municipal District of Lesser Slave River Council accepts the financial compensation offers as provided through the Extended Producer Responsibility (EPR) Program, and direct Administration to enter the final agreements with the Producer Responsibility Organizations (PROs), subject to legal review.

CARRIED

Rendle exited (Teams) @ 12:46 p.m.
Spencer/Borris entered @ 12:47 p.m.

Annual Crack Sealing on Select Paved Roads

MOTION 082-25

Moved by Deputy Reeve McCann to award an Annual Crack Sealing Contract to Federal Sealing Services Ltd. in the amount of \$42,668.97 plus GST to be split evenly between GL #'s 2-32-51-67-259 and 2-32-51-68-259 under the 2025 Operating Budget.

CARRIED

Annual Contract Line Painting on Select Paved Roads

MOTION 083-25

Moved by Councillor Melzer to award the contract for Annual Line Painting to AAA Striping & Seal Coating in the amount of \$35,982.83 plus GST to be covered by funds in GL #2-32-41-68-259 under the 2025 Operating Budget.

CARRIED

Borris exited at 12:49 p.m.
Dumaresque entered at 12:49 p.m.

FINANCIAL

Finance Monthly Report

MOTION 084-25

Moved by Councillor Fulmore to accept the Municipal District of Lesser Slave River No.124 – Statement of Operations as of January 31, 2025, as information.

CARRIED

NEW BUSINESS

Flatbush Festival

MOTION 085-25

Moved by Councillor Melzer to accept the discussion on Flatbush Festival to be held June 21, 2025, as information.

CARRIED

REPORTS

Highway 2 and Highway 88 Repair and Maintenance Campaign

MOTION 086-25

Moved by Councillor Sand to accept the report on Highway 2 and Highway 88 Repair and Maintenance Campaign as information.

CARRIED

NEW BUSINESS

Smith Railway Crossing

MOTION 087-25

Moved by Councillor Sand to have Administration schedule a meeting with Canadian National Railway (CNRL) as a delegate in an upcoming Council meeting.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
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2025 Minister’s Awards for Municipal and Public Library Excellence Program

MOTION 088-25

Moved by Councillor Sand to nominate Ruth Reay, Librarian at the Smith Library for the 2025 Minister’s Awards for Municipal and Public Library Excellence Program.

CARRIED

McWilliams exited at 1:14 p.m.

CLOSED SESSION

MOTION 089-25

Moved by Councillor Fulmore to go into Closed Session at 1:14 p.m. as per the following sections of the FOIP Act with CAO Kolenosky and Recording Secretary Gladue in attendance.

- Section 16 – Disclosure harmful to a business interest of a third party
- Section 19 - Confidential Evaluations
- Section 29 - Information that is or will be available to the public

- Nichols Applied Management Presentation
- Complex Rentals
- Muskeg Bridge
- Minister Jean

CARRIED

Councillor Fulmore exited at 2:13 p.m.
 Councillor Fulmore returned at 2:16 p.m.
 Dumaresque exited at 2:20 p.m.
 Borris entered at 2:21 p.m.
 Spencer/Borris exited at 2:50 p.m.
 Rendle/Kozdroski entered (Teams) at 2:50 p.m.
 Rendle/Kozdroski exited at 3:05 p.m.
 Gladue exited at 3:20 p.m.

MOTION 090-25

Moved by Deputy Reeve McCann to return to Open Session at 3:33 p.m.

CARRIED

MOTION 091-25

Moved by Deputy Reeve McCann to direct administration to research a Bailey bridge for the Muskeg Bridge.

CARRIED

MOTION 092-25

Moved by Councillor Melzer to accept the presentation from Nichols Applied Management as information.

CARRIED

ADJOURNMENT

MOTION 093-25

Moved by Deputy Reeve McCann to adjourn at 3:46 p.m.

CARRIED

Chief Administrative Officer

Reeve

MINUTES

**Strategic Session
Municipal District of Lesser Slave River No. 124
January 27, 2025
Council Chambers**

MEMBERS PRESENT	Murray Kerik - Reeve Lana McCann - Deputy Reeve, Division 2 Darren Fulmore - Division 1 Sandra Melzer - Division 1 Nancy Sand - Division 1 Brad Pearson - Division 2 Norm Seatter - Division 2	
ABSENT	Darren Fulmore - Division 1	
IN ATTENDANCE	Barry Kolenosky - CAO, MD LSR Molly Fyten - MD Contractor Ann Holden - Planning & Development Officer, MDLSR Sandra Rendle - Associate Director, Legislative Services, MDLSR Janie Freckelton - Administrative Assistant, MDLSR Marilyn Gladue - Recording Secretary, MD LSR	
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:00 a.m.	
ADOPTION OF AGENDA	January 27, 2025, Strategic Session <u>MOTION 046-25</u> Moved by Councillor Pearson to adopt the January 27, 2025, Strategic Session Agenda as presented.	CARRIED
CLOSED SESSION	<u>MOTION 047-25</u> Moved by Councillor Seatter to go into Closed Session at 10:00 a.m. as per the following Sections of the FOIP Act with CAO Kolenosky, MD Contractor Fyten, Planning & Development Officer Holden, Associate Director Rendle, Administrative Assistant Freckelton and Recording Secretary Gladue.	CARRIED
	Section 19 – Confidential Evaluation Section 29 – Information that is or will be made available to the Public - Strategic Session on the MDP/LUB	CARRIED
RECESS	12:05 p.m.	
RECONVENE	12:35 P.M.	

Deputy Reeve McCann exited at 10:42 a.m.
 Deputy Reeve McCann returned at 10:44 a.m.
 Councillor Sand exited at 11:23 a.m.
 Councillor Sand returned at 11:25 a.m.
 Councillor Pearson exited at 11:30 a.m.
 Councillor Pearson returned at 11:32 a.m.
 Reeve Kerik exited at 11:40 a.m.
 Reeve Kerik returned at 11:42 a.m.
 Councillor Melzer exited at 11:44 a.m.
 Councillor Melzer returned at 11:46 a.m.

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Councillor Sand exited at 1:39 p.m.
Councillor Sand returned at 1:42 p.m.
Councillor Pearson exited at 1:50 p.m.
Councillor Pearson returned at 1:52 p.m.
Councillor Melzer exited at 2:56 p.m.
Councillor Melzer returned at 2:58 p.m.
Reeve Kerik exited at 3:14 p.m.
Reeve Kerik returned at 3:16 p.m.

OPEN SESSION

MOTION 048-25

Moved by Councillor Melzer to return to Open Session at 3:20 p.m.

CARRIED

ADJOURNMENT

MOTION 049-25

Moved by Councillor Pearson to adjourn at 3:20 p.m.

CARRIED

Chief Administrative Officer

Reeve

DRAFT

MINUTES

**Strategic Session
Municipal District of Lesser Slave River No. 124
January 28, 2025
Council Chambers**

MEMBERS PRESENT	Murray Kerik - Reeve Lana McCann - Deputy Reeve, Division 2 Darren Fulmore - Division 1 Sandra Melzer - Division 1 Nancy Sand - Division 1 Brad Pearson - Division 2 Norm Seatter - Division 2	
ABSENT	Darren Fulmore - Division 1	
IN ATTENDANCE	Barry Kolenosky - CAO, MD LSR Molly Fyten - MD Contractor Ann Holden - Planning & Development Officer, MDLSR Sandra Rendle - Associate Director, Legislative Services, MDLSR Kendra Kozdroski - Agricultural Fieldman, MDLSR Janie Freckelton - Administrative Assistant, MDLSR Marilyn Gladue - Recording Secretary, MD LSR	
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:00 a.m.	
ADOPTION OF AGENDA	January 28, 2025, Strategic Session <u>MOTION 050-25</u> Moved by Councillor Melzer to adopt the January 28, 2025, Strategic Session Agenda as presented.	
		CARRIED
CLOSED SESSION	<u>MOTION 051-25</u> Moved by Councillor Sand to go into Closed Session at 10:00 a.m. as per the following Sections of the FOIP Act with CAO Kolenosky, MD Contractor Fyten, Planning & Development Officer Holden, Associate Director Rendle, Administrative Assistant Freckelton and Recording Secretary Gladue.	
		CARRIED
	Section 19 – Confidential Evaluation Section 29 – Information that is or will be made available to the Public - Strategic Session on the MDP/LUB	
		CARRIED
	Councillor Seatter exited at 10:58 a.m. Councillor Seatter returned at 11:00 a.m. Deputy Reeve McCann exited at 11:24 a.m. Deputy Reeve McCann returned at 11:26 a.m. Reeve Kerik exited at 11:30 a.m. Reeve Kerik returned at 11:41 a.m.	
RECESS	11:55 a.m.	
RECONVENE	12:30 p.m.	
		Councillor Melzer exited at 1:37 p.m. Council Melzer returned at 1:39 p.m.

MINUTES
Municipal District of Lesser Slave River No. 124 – Strategic Session January 28, 2025

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OPEN SESSION

MOTION 052-25

Moved by Deputy Reeve McCann to return to Open Session at 2:08 p.m.

CARRIED

MOTION 053-25

Moved by Councillor that Council accepts the "Updated subject Revisions Workbook" as information.

CARRIED

MOTION 054-25

Moved by Councillor Seatter that Council accepts the tentative schedule as presented.

CARRIED

ADJOURNMENT

MOTION 055-25

Moved by Councillor Melzer to adjourn at 2:08 p.m.

CARRIED

Chief Administrative Officer

Reeve

DRAFT



11205 110 Street, Grande Prairie, AB T8V 4B1 | (825) 412-4130 | info@gphospitalfoundation.ca

2025.02.20

MD Lesser Slave River
PO Box 722
Slave Lake AB, T0G 2A0

Dear MD Lesser Slave River Council,

I am writing to formally request the opportunity to present to your council regarding the Ken Sargent House, an innovative new facility dedicated to providing a supportive and inclusive environment for patients and their families as they access advanced healthcare services in Grande Prairie. Our 21-bedroom home, located near the Grande Prairie Regional Hospital, will offer families a place to stay and heal together during what is often a stressful and challenging time.

With the generous backing of Ken Sargent, as well as our partnership with the Rotary Club of Grande Prairie's Joint Venture Committees and Northwestern Polytechnic, we are proud to announce that the Grande Prairie Regional Hospital Foundation is halfway to our fundraising goal of \$12,000,000. We are committed to completing the Ken Sargent House by the fall of 2026, and to achieve this, we are seeking your support.

As we move forward with this important initiative, I would appreciate the opportunity to present to your council and share how you could play a pivotal role in this project. Given the strong alignment between the mission of Ken Sargent House and the community-oriented focus of MD of Lesser Slave River, I believe there is great potential for meaningful collaboration in supporting community health and well-being. Your involvement would make a significant difference, for families in your region.

I would be grateful for the chance to present on March 26th at your Council Meeting.

Thank you for considering this opportunity to have a lasting and positive impact on the lives of families in need. I look forward to working together to bring this important project to fruition.

Kindest regards,

A handwritten signature in black ink that reads "Dale Bond".

Dale Bond
Director, Ken Sargent House
Daleb@gphospitalfoundation.ca
780-897-0932

www.gphospitalfoundation.ca





Lesser Slave River

Request for Decision

Title:	2025 Gravel Haul Contract
Date:	March 12, 2025
Presented By:	Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager Cody Borris, Transportation Manager
Attachments:	Unofficial Tender Results

Proposed Motion	<i>To award the 2025 Gravel Haul Contract to 902188 Alberta Ltd. o/a Rempel Trucking in the amount of \$394,041.98 plus GST to be paid under the 2025 operational budget from GL's 2-32-17-63-536, 2-32-17-68-536 & 2-32-17-66-536.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

Each year the Municipal District of Lesser Slave River completes their annual re-gravel program to maintain their local gravel roads. Each road is reviewed on a three-year rotation, and if needed, gravel is added. This program was adopted in 2016, and since its inception some of the lower traffic roads do not always need more gravel, but this method ensures that nothing falls between the cracks. In 2025 the MD decided to contract out the haul for Flatbush, Slave Lake and Smith. Chisholm will be completed in house or with hourly contractors once the roads can be evaluated after the Spring thaw. The hauls out of the Chisholm pit are quite long, and the roads are relatively low traffic, the MD does not want to commit to the expense of gravelling them if it is not needed.

A Request for Proposal was advertised on February 4th on the Alberta Purchasing Connection and mdlr.ca with a closing date of February 27th.

ALTERNATIVE OPTIONS:

Three proposals were received, and the results are as follows:

Bidder	Amount
902188 Alberta Ltd. O/A Rempel Trucking	\$394,041.98
AWG VenturesLtd.	\$531,651.32
1686301 Alberta Ltd. O/A McLoed Valley Sand & Gravel	\$1,117,931.71

All bids were in compliance with the requirements of the RFP.

The alternative to the above is to complete the haul using a combination of in-house labour and contract trucks hired at an hourly rate.

BENEFIT/RISKS:

The MD has worked with all three bidders to some degree over the years. Both Rempel Trucking and McLoed Valley have held the gravel contract before and completed on time and on budget. Rempel Trucking and AWG Ventures have both worked as contract trucks when we have managed the project in house and have been exemplary contractors.

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AGENDA ITEM #6.1

Both proposals from Rempel Trucking and AWG Ventures were well prepared and thorough.

STRATEGIC ALIGNMENT:

The annual gravel program is in alignment with the MD's responsibility to provide and maintain a safe, reliable transportation network.

FINANCIAL IMPLICATION:

There is \$425,000 budgeted in the 2025 operating budget, split between three different GL's. It is within budget to award it to Rempel Trucking.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

All proponents will be notified in writing of council's decision.

Prepared By: Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Reviewed By: Sandra Rendle, Legislative Services
Approved By: Barry Kolenosky, Chief Administrative Officer

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Lesser Slave River
Administration

CLOSED

Date: February 27, 2024

Time: 2:00 p.m.

TENDER OPENING RECORD

TYPE OF PROCUREMENT Request for Tender		DP #		
PROJECT TITLE 2025 Gravel Haul		DEPARTMENT Transportation		
<input type="radio"/> GOOD <input checked="" type="radio"/> SERVICE				
PROJECT DESCRIPTION Trucking and spreading of gravel on select municipal roads within the MD of Lesser Slave River				

BIDDER DETAILS		PAYMENT DETAILS			
BIDDER NAME		TENDER AMOUNT	FAX CHANGE	TENDER W/ FAX CHANGE	CHEQUE/ BOND
1	Rempel Trucking	\$ 394,041.98	\$	\$	chg.
2	McLeod Valley Sand + Gravel	\$ 1,117,931.71	\$	\$	chg.
3	AWG Ventures	\$ 531,651.32	\$	\$	chg.
4		\$	\$	\$	
5		\$	\$	\$	
6		\$	\$	\$	
7		\$	\$	\$	
8		\$	\$	\$	
9		\$	\$	\$	
10		\$	\$	\$	

NOTE: The above information represents the results as read out in the **Public Tender Opening**.

DATE OF OPENING	Feb 27/25	Shari Spencer TENDERS OPENED BY	 SIGNATURE
TIME OF OPENING	2:10	Shari Spencer AMOUNTS READ BY	 SIGNATURE
PLACE OF OPENING	MDLSR Admin Q1	Heather DeAlexandra AMOUNTS RECORDED BY	 SIGNATURE

MD STAFF IN ATTENDANCE	
STAFF MEMBER NAME	SIGNATURE
Cody Barris	
Heather DeAlexandra	
Anne Johnston	
Butch Graling	

PUBLIC IN ATTENDANCE		
NAME	AFFILIATED COMPANY/BUSINESS	SIGNATURE



Lesser Slave River

Request for Decision

Title:	Three Year Bridge Inspection Services & Support
Date:	March 12, 2025
Presented By:	Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Attachments:	

Proposed Motion	<i>To direct administration to enter into a three year standing operating agreement with WSP Canada Inc. for bridge inspection and support services to be funded from the operating budget.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

The Municipal District currently maintains fifty three bridge files in our region, these range from major bridge structures to standard bridge culverts. Each year the MD budgets approximately \$50,000 for bridge inspections and \$75,000 for bridge maintenance in its operating budget. This is to address inspections every three to five years of our bridge inventory, as well as level two and coring inspections as required by Alberta Transportation and associated maintenance work that is discovered during these inspections. In 2023 and 2024 this was done by Associated Engineering under our Standing Operating Agreement. In 2025 Administration and Council decided that it would be prudent to post an Expression of Interest (EOI) for these services.

In January, An EOI was posted on APC, and on the mdlr.ca requesting prices for these services on a three-year retainer basis. The EOI was posted for three weeks, and five firms submitted pricing.

ALTERNATIVE OPTIONS:

Because this was written as an EOI to retain services on a as required basis and not a guarantee of work, there was no "contract price" to compare across the board. A committee of three people evaluated the proposals based on past working experience, company experience and expertise and capacity of the company to provide wholistic asset management for our bridge program.

Five companies expressed interest in the program:

- True North Engineering
- WSP Canada Inc.
- Associated Engineering Alberta Ltd.
- Access Engineering Ltd.
- MPA Engineering Ltd.

BENEFIT/RISKS:

While Associated Engineering and Access Engineering proposed the lowest inspection fees, Access had the most expensive options for the bridge management program as a whole (asset management). Associated Engineering did not provide a price for this portion, but based on the past two years' experience, we can expect approximately \$40,000 for this part. When working with AE in the past, they have not always been open to stepping outside of the box to explore alternative options such as mitigation measures rather than full replacement. True North Engineering

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was the cheapest option overall, but their firm is quite small and did not offer options to handle the asset management side of the program. MPA Engineering was the third cheapest option, however WSP was cheaper. In the past Administration has experienced delays working with MPA and they seem to overschedule their time in the summer months, making it difficult to get responses. WSP had a solid proposal and while they have not recently worked with the MD, have had very positive working relations on past projects including bridges.

STRATEGIC ALIGNMENT:

It is crucial that the bridge inventory be maintained and managed with the utmost care with an eye towards the long term bigger picture. These are very expensive pieces of our infrastructure, and even a few years of neglect can result in very costly repairs or even replacements. Closures may mean that access is restricted or limited and effect emergency access routes. From an asset management perspective, the firm that is chosen needs to consider mitigation and rehabilitation options prior to reaching a closure situation. It is very important that the program be considered over the long term, so a longer contract makes sense for the program. By hiring on a retainer basis, the MD is still free to source bigger projects in accordance with the procurement policy and as internal resources allow, but it gives some stability for the program as a whole.

FINANCIAL IMPLICATION:

The program will be different each year and the price will fluctuate slightly. It will be accommodated within the operating budget under Roads – Bridges 2-32-71-00-233(\$53,550) and 2-32-71-00-259(\$76,500). Administration is anticipating that over the long term this approach will result in overall cost savings to the Municipality in a typical year.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

All proponents will be notified in writing of council's decision. The website will be updated to reflect the proactive approach the MD is taking towards its bridge program to minimize costs and leverage creative solutions where possible.

Prepared By: Shari Spencer, Assistant Director of Field Services, Document Conveyance Manager
Reviewed By: Cody Borris, Transportation Manager
Approved By: Barry Kolenosky, Chief Administrative Officer

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Lesser Slave River

Request for Decision

Title:	Motor Grader Tender Results
Date:	March 12, 2025
Presented By:	Cody Borris
Attachments:	Motor grader comparison sheet

Proposed Motion	<i>Move to direct Administration to purchase a 772GP Motor Grader from Brandt Equipment Edmonton in the amount of \$610,600 plus GST</i>
Administration's Recommendation(s)	As proposed

BACKGROUND:

As part of the 2025 capital budget, council approved the purchase of a new motor grader to replace GR 22. The tender was advertised on the Alberta Purchasing Connection and the Municipal Districts' website on February 4, 2025, with a closing date of February 27, 2025.

Upon closing, three tenders were received with the following results:

Bidder	Make	Model	Amount
Finning	Cat	150M	\$674,600.00
Brandt Equipment	John Deere	772GP	\$610,600.00
SMS Equipment	Komatsu	GD655-7	\$548,900.00

The grader bid by SMS equipment was not an AWD grader and therefore did not meet the tender specifications. Administration is recommending purchasing a 772 GP motor grader from Brandt Equipment for \$610,600.

ALTERNATIVE OPTIONS:

Council may opt to purchase a motor grader from other tender applicants.

BENEFIT/RISKS:

Gr 22 has antler style controls and a little over 6600 hours on it. Replacing the grader with one that has joystick controls will increase the operators' comfort and efficiency and make it easier to train new operators on.

Without Warranty, keeping GR 22 in the fleet will increase risk of overall cost to maintain unit. Having a new grader will ensure that downtime is reduced, providing our ratepayers with a more effective and efficient service.

STRATEGIC ALIGNMENT:

The replacement of GR22 aligns with the MD's Ten-Year Capital plan.

FINANCIAL IMPLICATION:

The budget for a grader replacement was \$732,450 in the 2025 Capital budget. The funds for the motor grader

purchase will come out of 2025 Transportation capital reserve and will be offset by the sale of GR22.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Letters will be sent out to bidders informing them of council's decision.

Prepared By: Cody Borris Transportation & Facilities Maintenance Manager

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

Approved By: Barry Kolenosky, Chief Administrative Officer

AGENDA ITEM #6.3

	Make	Cat	John Deere	Komatsu
	Model	150M	772GP	GD655-7
	Price	\$ 674,600.00	\$ 610,600.00	\$ 548,900.00
Operating weight	~ 44,500 lbs	Y	Y	No-38,250
AWD HP Range	210-275	Y	Y	No- 183-221
Emissions	Tier 4	Y	Y	Y
	Pre-heat	Y	Y	Y
Blade Pull AWD	49,500	Y	Y	No-22,267
	All Wheel Drive	Y	Y	No
Transmission type	Powershift	Y	Y	Y
Brakes	Multiple Wet Disc	Y	Y	Y
	Joy stick control	Y	Y	Y
	Float control	Y	Y	Y
Moldboard	14'	Y	Y	Y
Overall Length w/o ripper (ft/in)	~29'	30.08'	29' 2''	33' 3''
Width over tires (ft/in)	8' 6"	8' 3''	8' 6''	8' 9''
Height to the top of the cab (ft/in)	10' 8" Max	10' 8''	10' 5''	10' 6''
Height to top of wing in transport mode (ft/in)	13' 10" Max	13' 8''	12'	13' 5''
Turning radius (ft/in)	Maximum 25' 6"	25' 6''	23' 8''	24' 2''
	17.5 Michelin X SNO-PLUS® Tires on 3-piece design rim(s)	Y	Y	Y
	LED	Y	Y	Y
	Beacon Light on Cab	Y	Y	Y
	AC	Y	Y	Y
	Radio	Y	Y	Y
	Air ride seat, fully adjustable	Y	Y	Y
	Auto correcting articulation	Y	Y	Y
	Auto Diff lock	Y	Y	No

AGENDA ITEM #6.3

	12V Auxiliary Power in Cab	Y	Y	Y
	Back-Up Camera	Y	Y	Y
	Fenders	Y	Y	Y
	Operator Manual	Y	Y	Y
	Hydraulic Reversing Fan	Y	Y	Y
	Extra Valve to Accommodate Snow Gate	Y	Y	Y
	Quick Attach 2-way 10' Hydraulic Front Plow	Y	Y	Y
	Snow Wing – Mastless	Y	Y	Y
	Snow Gate – Plumbed and Attached	Y	Y	Y
	Window Covers for Transport	No	Y	Y
	Wing Float	Y	Y	Y
Warranty	Guaranteed Buy Back or Trade-In Value	\$ 247,250.00	\$ 215,000.00	\$ 219,500.00
	After 5 years/7500 hours whichever is first.	Y	Y	Y
DELIVERY		6 Month From Order	Jun-25	01-May-25
Service			Loaner Available after machine down 48HR	48 hour Gurrantee
Mechanic		Athabasca	Athabasca	
	Total minus trade in value	\$ 427,350.00	\$ 395,600.00	\$ 329,400.00



Lesser Slave River

Request for Decision

Title:	Wheel Loader Tender Results
Date:	March 3, 2025
Presented By:	Cody Borris
Attachments:	Wheel Loader Comparison Sheet

Proposed Motion	<i>Move to direct Administration to purchase a 644 G wheel loader from Brandt Equipment Edmonton in the amount of \$389,900 plus GST</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

As part of the 2025 capital budget, council approved the purchase of a wheel loader to replace LD 13. LD 13 is a 2013 624K with 7130 hours. The tender was advertised on the Alberta Purchasing Connection and the Municipal Districts' website on February 4, 2025, with a closing date of February 27, 2025.

The wheel loader is a vital piece of equipment for snow removal in the winter and loading material during construction season.

Upon closing, nine tenders were received with the following results:

Bidder	Make	Model	Amount
Brandt Equipment	John Deere	644 G	\$389,900.00
Brandt Equipment	John Deere	644P	\$460,500.00
Finning	CAT	950 GC	\$456,100.00
Finning	CAT	950-14	\$498,100.00
Rocky Mountain Equipment	CASE	821 G	\$416,395.00
JAPA Equipment Rentals	JAPA	XCMG XC958 U	\$321,500.00
SMS Equipment	Komatsu	WA380-8	\$442,600.00
Elvann Equipment	Develon	DL320-7	\$409,355.26
Chinook Equipment	HYUNDAI	HL960A	\$349,000.00

Extensive research was done on the various wheel loader models. Brandt Equipment has a service center located in Edmonton and has a field mechanic based out of Athabasca and Slave Lake. Administration is recommending purchasing a 644 G wheel loader from Brandt Equipment for \$389,900.00 plus GST.

ALTERNATIVE OPTIONS:

Council may opt to purchase a wheel loader from other tender applicants.

BENEFIT/RISKS:

LD 13 currently has 7130 hours and has run out of warranty. Keeping LD 13 in the fleet the Municipality runs the risk of incurring more repair costs and down time, affecting the timelines of our construction projects and re-gravel program.

STRATEGIC ALIGNMENT:

Having two-wheel loaders the same size will allow more efficiency for the re-gravel program and other projects. The replacement of LD13 aligns with the MD's Ten-Year Capital plan.

FINANCIAL IMPLICATION:

The budget for the loader replacement was \$503,500 in the 2025 Capital budget. The funds for the wheel loader purchase will come out of 2025 Transportation capital reserve and will be offset by the sale of LD 13.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Letters will be sent out to bidders informing them of council's decision.

Prepared By: Cody Borris Transportation & Facilities Maintenance Manager

Reviewed By:

Approved By: Barry Kolenosky, Chief Administrative Officer

	Make	John Deere	CAT	CAT	CASE	JAPA	Komatsu	Develon	John Deere	HYUNDAI
	Model	644 G	950 GC	950-14	821 G	XCMG XC958 U	WA380-8	DL320-7	644P	HL960A
	Price	\$389,900.00	\$456,100.00	\$498,100.00	\$416,395.00	\$321,500.00	\$442,600.00	\$409,355.26	\$460,500.00	\$349,000.00
Wheel Loader Specifications										
Operating weight	~ 41,000 lbs	Y	Y	Y	40,057	Y	Y	Y	Y	Y
HP Range	240-260	235 hp @ 1700 rpm	Y	Y	N 230	N 225	N 191	Y	Y	N-222
Emissions	Tier 4	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Block Heater	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Pre-heat	Y	Y	Y	Y	Y	Y	Y	Y	Y
	hydraulic, coolant, and transmission sight glasses	Y	Y	Y	Y	Y	N	Y	Y	Y
	Swing out fan and rad for easy cleaning	Y	N	N	Y	Y	Y	Y	Y	Y
	Instrumentation Gauges including: Digital gear indicator, engine coolant temperature, fuel level, hydraulic oil temperature, speedometer, tachometer and transmission oil temperature.	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Easy accessible drains and sample ports for engine, hydraulic, and transmission oil	Y	Y	Y	Y	Y	Y	Y	Y	Y
Minimum Dump clearance at maximum lift and 45 degree discharge	9' 5"	9' 9"	10' 3"	9' 4"	9' 9.3"	10'	9' 8"	9' 11"	9' 5"	Y
Transmission type	Automatic power shift with forward/reverse shuttle shift	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Conventional differentials with auto or manual hydraulic locking front and rear differentials.	No Front locking Rear open	FR-Limited slip REAR STD	FR-Limited slip REAR STD	Y	Limited slip front	Y Limited slip diff	Y	Y	Y-FRONT N-REAR
	Ride Control	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Front and Rear Fenders	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Hydraulic Brakes	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Joy Stick Control	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Hydraulic quick attach operation from in cab	Y	Y	Y	Y	Y	Y	Y	Y	Y
	3rd Hydraulic Function	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Aux. hydraulics must be plumbed to just before quick attach	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Automatic Hydraulic Reversing Fan	Y	Y	Y	Y	Y	Y	Y	Y	Y
	ISO Quick Attach with hydraulic lock (Must be able to pick up current attachments)	Y	Y	Y	Y	Y	Y	Y	Y	Y
	23.5 R 25 Michelin Snow Plus Tires on 3-piece design rim(s)	Y	Y	Y	Y	Y	Y	Y	Y	Y
	LED front and rear work light package	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Road lights / turn signal lights	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Master disconnect switch	Y	Y	Y	Y	Y	Y	Y	Y	Y
	24 volt starting and charging system	Y	Y	Y	Y	Y	Y	Y	Y	Y
	High output alternator	Y	Y	Y	Y	Y	Y	Y	Y	Y
	12V Auxiliary Power in Cab	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Back up alarm	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Amber LED Beacon Light	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Air Conditioning	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Heater and Defroster	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Radio am/fm with blue tooth hands free	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Air Ride Seat, Fully Adjustable	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Rear back up camera with easy to view cab 6" LED monitor	Y	Y	Y	Y	Y	Y	Y	Y	Y
	2 way radio ready	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Fire extinguisher and first aid kit mounted securely in cab	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Individual switches for loader return to dig, boom kick out, declutch, and ride control	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Rear pull down shade and front sun visor	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Operator Manual	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Weigh scale Installed and calibrated. Weight must read in KG	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Cab should have adequate vibration dampening for comfortable operation and sound suppression for quiet operation	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Cab structure shall be ISO ROPS certified	Y	Y	Y	Y	Y	Y	Y	Y	Y
	All access doors and compartments shall be lockable with common key	Y	Y	Y	Y	Y	Y	Y	Y	Y
	External Left and Right rearview mirrors	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Cup holders and storage trays	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Step/railing in front of cab to safely clean attachments	Y	N	Y	Y	N	Y	Y	Y	Y
	Attachments** to be included in price				Y		Y	Y	Y	Y
	4.0 Yd general purpose bucket with bolt on cutting edge	Y	Y	Y	Y	Y 4.25	Y	Y	Y	Y

		Make	John Deere	CAT	CAT	CASE	JAPA	Komatsu	Develon	John Deere	HYUNDAI
		Model	644 G	950 GC	950-14	821 G	XCMG XC958 U	WA380-8	DL320-7	644P	HL960A
		Price	\$389,900.00	\$456,100.00	\$498,100.00	\$416,395.00	\$321,500.00	\$442,600.00	\$409,355.26	\$460,500.00	\$349,000.00
Warranty	Guaranteed Buy Back or Trade-In Value	Trade in	N	N	N	Trade in	Trade in	Trade in	N	Trade in	Trade in
		\$120,000.00				\$119,475.00	\$125,000.00	\$168,500.00		\$156,000.00	\$165,500.00
	Warranty	5 Year 7500	12 month	12 month	3 Year 3000 HR	5 year 5000 hour	5 Year 7500 HR	3 year 5000 year	5 Year 7500 Hour	5 Year 7500 Hour	5 Year 7500 Hour
								5 year 7500 hour			
								11,609.83			
Delivery		Oct-25	6-7 Monthsfrom order	4 Months from order	30-Jun-25	120 days from order	May 15 2025	9 Weeks	May-25	April 1 2025	
Service		Loaner machine if machine down longer than 48 hours on case by case basis					48 hours		Loaner machine if machine down longer than 48 hours on case by case basis		



Lesser Slave River

Request for Decision

Title:	New Service Agreement
Date:	3/12/2025
Presented By:	Nicky van Deventer, Human Resources Manager
Attachments:	None

Proposed Motion	<i>Move that Council accept the New Service Agreement with Kii Health for information.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

As part of the Administration benefits package, an Employee Assistance Program (EAP) is offered to all staff. The program offers specialized services 24/7, 365 days a year to support psychological health and creating a healthy work environment. This includes trained and qualified psychiatrists, child and elder care services as well as alcohol and drug addiction help. When the initial agreement was established with the assistance of HUB, the MD engaged FSEAP as the EAP provider. However, over the past six months, the level of service received from FSEAP has been consistently unsatisfactory.

In response to these service concerns, the MD worked with its HUB representative to explore alternative EAP providers. After reviewing multiple options, an agreement will be signed to transition from FSEAP to Kii Health, which is expected to provide improved service and support for employees. The transition will take effect on April 1, 2025, as the MD's initial agreement with FSEAP concludes on March 31, 2025.

ALTERNATIVE OPTIONS:

None.

BENEFIT/RISKS:

Benefit: Cost saving and better services to employees.

Risk: None

FINANCIAL IMPLICATION:

The Service Fees are much lower than we are currently paying. FSEAP charges \$4.04 per employee whereas Kii Health will be at \$2.85 per employee bringing down our monthly cost to \$72.85, which equals to an annual saving of \$874.20.

OTHER CONSIDERATIONS:

None

COMMUNICATION STRATEGY:

All staff will be informed of this change through official company communications. Additionally, Kii Health will provide

business cards and other promotional materials, which will be made available at all offices, shops, and plants.

Prepared By: Nicky van Deventer, Human Resources Manager
Reviewed By: Sandra Rendle, Associate Director of Legislative Services.
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title	Responsible Animal Ownership Policy and Information Package- DRAFT
Date	March 12, 2025
Presented By:	Barry Kolenosky, Chief Administrative Officer
Attachments	Responsible Animal Ownership Policy- DRAFT Responsible Animal Ownership Procedure-DRAFT Manure and Surface Water Management Plan- DRAFT Farm Emergency Plan- DRAFT Resources for Keeping Animals- DRAFT Workbook Clip (Animal Section)

Proposed Motion	<i>Motion to approve the Animal Ownership Policy and corresponding attachments/information package, as presented.</i>
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 a focal point for the MD. Administration and Council has acknowledged existing regulations and various challenges and concerns expressed throughout the process, while conducting extensive research and public engagement. 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.

Following Council's direction, Administration has prepared a new 'Responsible Animal Ownership Policy', which is accompanied by a procedure, best management practice templates (Manure and Surface Water Management, and Farm Emergency Response Plan), and a 'Resources for Keeping Animals' document, which will be re-formatted and compiled into an overall Information Package for the public. All documents are presented in their draft state for further review and approval by Council. The policy, procedure, best management plans, and information package will help streamline the planning process and assist the MD in educating the public on the proper keeping of animals, while ensuring protection of people, animals, and the environment, which are all important factors to balance.

The overall MDP/LUB process has included the updating of definitions and content to ensure clarity, alignment with legislation, and overall alignment of all related MD documents. All existing and proposed documents have been updated/drafted to align with each other and form part of the overarching strategy for the proper keeping of animals and overall development within the community.

The attached "Updated Proposed Revisions Council Workbook" has also been included to provide insight to the corresponding Land Use Bylaw changes that are being proposed, in conjunction with the proposed draft Animal Control Bylaw, which will be presented to Council separately for review. These documents have both been revised

AGENDA ITEM #6.6

so that they are in alignment with each other (see 'Animal Section' of workbook), and also makes reference to the newly proposed policy.

Throughout the MDP/LUB engagement process, the public has expressed that they are wanting/need more communication regarding information and proposed bylaw revisions being considered/implemented. Administration is therefore in the process of preparing a comprehensive, enhanced communication and enforcement plan regarding any bylaw revisions, new policies, information packages, and all other related content pertaining to the animal topics and overall MDP/LUB updates. A number of animal related workshops have been tentatively scheduled for June (more information will be shared with Council and public as the planning unfolds).

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



Lesser Slave River

Title: RESPONSIBLE ANIMAL OWNERSHIP POLICY

Policy Number: AG-63-17

Effective Date: YYYY-MM-DD

Resolution: To be added once approved by Council

Lead Department Responsible: Agricultural Services

Supersedes Policy No:

Next Review Date:

POLICY STATEMENT:

The Municipal District encourages residents who have the care or control of Animals to follow best management practices and existing legislation to ensure the safety, health and welfare of people, Animals, and the environment.

DEFINITIONS:

“Animal” means any live animal, including both Domestic Animals and Livestock, but does not include humans or wildlife.

“Domestic Animal” means small animals which are normally kept as household pets, such as cats and dogs. This does not include Livestock or wildlife.

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

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

“Municipal Government Act” means the Municipal Government Act, RSA 2000, c M-26

PRINCIPLE:

1. In accordance with the *Municipal Government Act*, the authority for approving policy lies with Municipal District Council, for the purposes of:
 - a. Safety, health and welfare of people and the protection of people, property, and the environment
 - b. Municipal purposes in relation to Animals and related activities
 - c. The development and maintenance of safe and viable communities
 - d. Inspection, enforcement or action by a designated officer of the Municipal District, as authorized by Municipal, Provincial and Federal legislation

2. Animals must be kept and cared for in accordance with the conditions specified in the Municipal District’s *Animal Control Bylaw*, and this policy.

- 3. Any buildings, structures or enclosures for the keeping of Animals must adhere to the Municipal District's *Land Use Bylaw*.
- 4. In accordance with Municipal, Provincial, and Federal legislation, the MDLSR has developed the following procedures:
 - a. Responsible Animals Ownership Procedure

Chief Administrative Officer

Date

Reeve

Date

RELATED DOCUMENTS:

- ADM-12-25 Policy & Procedure Development
- AG-63-17.01 Responsible Animal Ownership Procedure:
 - Manure and Surface Water Management Plan- Best Management Practice Template (Schedule A)
 - Farm Emergency Response Plan- Best Management Practice Template (Schedule B)
- *MDLSR Animal Control Bylaw*
- *MDLSR Land Use Bylaw*
- *MDLSR Municipal Development Plan*
- *Municipal Government Act*
- *Premises Identification Regulation*
- *Wildlife Act*
- *Agricultural Operations Practices Act (AOPA)*
- *Water Act*
- *Fisheries Act*
- *Environmental Protection and Enhancement Act (EPEA)*



Lesser Slave River

TITLE: RESPONSIBLE ANIMAL OWNERSHIP PROCEDURE

PROCEDURE NO: AG-63-17.01

RESOLUTION:

EFFECTIVE DATE:

DEPARTMENT RESPONSIBLE: Agricultural Services/Building & Development

NEXT REVIEW DATE:

GENERAL GUIDELINES:

1. Every person who has the care or control of Animals should ensure they are kept and cared for in accordance with the conditions specified in the Municipal District's *Animal Control Bylaw*.
2. Every person who has the care or control of Livestock, and every person who owns a property where Livestock is kept, should ensure a best management practice plan is followed while also adhering to existing legislation. The best management practice plan should address, at minimum:
 - a. Pasture management
 - b. Manure management
 - c. Surface water and runoff management
 - d. Control of odor and fly nuisances
 - e. Containment of Livestock, with sufficient space to move
 - f. Management of deceased livestock
 - g. Disease risk management
 - h. The overall keeping and welfare of Livestock, and protection of the environment, in accordance with Municipal, Provincial, and Federal legislation
 - i. A property-specific emergency response plan has been developed to ensure the overall safety and protection of people, Livestock, and the environment.
3. A property that contains Animals must be zoned appropriately in accordance with the Municipal District's *Land Use Bylaw*, and the number of Animals/'Animal Units' on the property must be in accordance with the Municipal District's *Animal Control Bylaw*.
4. Any buildings, structures or enclosures for the keeping of Animals must adhere to the Municipal District's *Land Use Bylaw*.

DEFINITIONS:

"Animal" means any live animal, including both Domestic Animals and Livestock, but does not include humans or wildlife.

"Domestic Animal" means small animals which are normally kept as household pets, such as cats and dogs. This does not include Livestock or wildlife.



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

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

“Municipal Government Act” means the Municipal Government Act, RSA 2000, c M-26

“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.

PROCEDURE:

1. Every person who has the care or control of Livestock, and every person who owns a property where Livestock is kept, should ensure that best management practices are followed, by completing the following property-specific plans:
 - a. Manure and Surface Water Management Plan- Best Management Practice Template (Schedule A)
 - b. Farm Emergency Response Plan - Best Management Practice Template (Schedule B)
2. The Livestock owner may request assistance from the Municipal District in completing the Best Management Practice templates
3. The Municipal District may request a copy of the Best Management Practice Plans as listed above from any owner of Livestock at any time, as applicable
4. The Municipal District may request a Premises Identification Number from the owner of Livestock, if applicable
5. Inspection, enforcement or action may be conducted by a designated officer of the Municipal District, as authorized by Municipal, Provincial and Federal legislation

Barry Kolenosky – Chief Administrative Officer

Date



Lesser Slave River

Manure & Surface Water Best Management Plan Template

General Information

1. *Acreage Size*

- What is the total size of the acreage in acres or hectares?

- What is the land's current zoning (agricultural, serviced-residential, etc.)?

2. *Livestock Information*

- What type(s) and number of livestock are present or wanting to keep in the future?

- Do you have a Premises Identification (PID) Number?

- What is the average weight and daily manure production for each type of livestock?

- Are there any seasonal variations in the number of livestock?

3. *Manure Storage & Handling*

- How is manure currently stored (e.g., pile, covered storage, composting system)?



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- What is the storage capacity, and is it adequate for manure produced?

- How frequently is the manure storage emptied or turned?

4. Containment

- Are there measures in place to prevent runoff or leaching from the manure storage area? If yes, what are the measures being taken?

- Is the storage site located far enough from water sources (wells, streams, wetlands)?

5. Composting

- Is the manure composted before application? If so, what is the composting process (turning frequency)?

- How long is the composting process typically?

6. Manure Handling Equipment

- What equipment is used to move and spread the manure?



Lesser Slave River

- Is this equipment adequate for the acreage size and type of livestock?

Manure Utilization

1. Manure Application

- How often is manure applied to the land, and at what rate (tons/acre or kg/ha)?

- Is manure applied uniformly across the field or pastures?

- What method is used for spreading (broadcasting, injection, etc.)?

2. Land Area and Application Timing

- How much land is available for manure application?

- Are there specific times of year when manure application is avoided (e.g., frozen or snow-covered ground)?

- How do you decide the best time for application (weather, crop rotation)?

3. Nutrient Management

- Is soil testing done to determine nutrient needs before applying manure?



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- Are manure nutrient contents analyzed (e.g., nitrogen, phosphorus, potassium levels)?

- How do manure application rates align with crop or pasture nutrient needs?

Surface Water Management

1. *Water Protection*
 - How far is the manure storage and application site from water bodies (e.g., rivers, creeks, lakes)?

 - Are there buffer zones or vegetative barriers to protect water sources from nutrient runoff?

2. *Erosion and Runoff Control*
 - What measures are in place to prevent soil erosion or nutrient runoff during and after manure application?

 - Is manure applied during heavy rainfall or before forecasted storms?

Regulatory Compliance

1. *Compliance with Alberta Legislation*
 - Are manure management practices compliant with Alberta’s Agricultural Operation Practices Act (AOPA)?



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- Are there any permits required for manure storage or application?

- Are records kept of manure production, storage, and application?

2. *Proximity to Neighbors*

- Are there steps taken to minimize odor and fly nuisances for nearby residents?

- How close are the manure storage and application areas to neighboring properties?

Future Considerations

1. *Expansion*

- Are there plans to increase the number of livestock or expand the acreage?

- How will the manure management plan be adjusted for future needs?

2. *Sustainability Practices*

- Are there opportunities to improve the environmental sustainability of manure management (e.g., renewable energy from biogas, reducing nutrient losses)?



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References:

[Alberta Agriculture and Irrigation](#)

Title: Manure Management

Summary: This resource provides guidelines on handling, storing, and applying manure on small-scale operations. It covers environmental best practices, including buffer zones and nutrient management for pasture lands.

[Agricultural Operation Practices Act - Open Government](#)

Title: Agricultural Operation Practices Act (AOPA) Standards and Administration Regulation Summary: The AOPA sets out guidelines and regulations for manure management, including storage, application, and runoff prevention to protect soil and water resources. It applies to all livestock operations, including small-acreage farms.

[Beneficial Management Practices for Manure Management](#)

Title: Best Management Practices (BMPs) for Manure Application

Summary: This document provides best management practices for the responsible application of manure to land, covering methods to avoid nutrient loss, prevent runoff, and improve soil health.

[Livestock production and air quality | Alberta.ca](#)

Title: Environmental Guidelines for Livestock Producers in Alberta

Summary: A comprehensive resource outlining environmental guidelines for livestock producers, focusing on manure management, protecting water quality, and mitigating air quality concerns.

[Soil Testing Guidelines](#)

Summary: These guidelines provide instructions for soil sampling and testing to ensure nutrient management plans align with crop or pasture needs. They are particularly useful for determining the appropriate manure application rates.

[Green Acreages: Land Stewardship Centre of Canada](#)

Summary: This program supports Alberta producers in implementing environmentally sustainable practices.

[Lesser Slave River | Building & Development](#)

Summary: The MD's Planning & Development team governs sensible, sustainable growth that protects the interests of Lesser Slave River communities, and that complies with the Municipal Government Act.

[Water Act - Open Government](#)

Summary: The Act supports and promotes the conservation and management of water, through the use and allocation of water in Alberta. It requires the establishment of a water management framework and sets out requirements for the preparation of water management plans.

[Environmental Protection and Enhancement Act - Open Government](#)

Summary: The Act is the primary act in Alberta through which regulatory requirements for air, water, land, and biodiversity are managed

[Fisheries \(Alberta\) Act - Open Government](#)

Summary: Provides unique protections for fish that allow action to be taken to prevent the spread of ecological threats to fish, including fish parasites, diseases and genetic contamination of fish.

[Wildlife Act - Open Government](#)

Summary: The Act provides for the protection and conservation of wild animals in Alberta.

[Integrated Watershed Management Plan – The Lesser Slave Watershed Council](#)

Summary: Our shared goals and actions for the region to manage land, water and related resources on a whole watershed basis.

[Premises Identification Program | Alberta.ca](#)

Summary: Alberta's Premises Identification Program was established to plan for, control and prevent the spread of animal diseases.

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER mo-124 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939 | P.O. BOX 722, SLAVE LAKE AB T0G 2A0 | MDLSR.CA



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Resources for Keeping Animals



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Cattle

[Traceability in Alberta : best practices for RFID ear tag application - Open Government](#)

- At the heart of Alberta's cattle traceability system is the ability to trace individual animals through the use of radio frequency identification (RFID) ear tags approved by the Canadian Cattle Identification Agency (CCIA), which is an industry-led organization that manages animal identification

[The beef cow-calf manual - Open Government](#)

[Management strategies for cattle during dry conditions - Open Government](#)

- This fact sheet outlines how cattle producers can “buy feeding days” of forages and/or grazing while maintaining a reasonable level of productivity.

[Calving - Open Government](#)

- A description of the stages of labour for cattle and how to correct problems.

[Sarcoptic mange in cattle - Open Government](#)

- Fact sheet on Sarcoptic mange (or barn itch), a disease caused by the parasitic mite *Sarcoptes scabiei*.

[Bloat in cattle - Open Government](#)

- This publication provides information on the causes, control and treatment of bloat in cattle and is intended for livestock producers, veterinarians, and agrologists.

[Black fly control - Open Government](#)

- Black flies, which number about 100 species in Canada, occur in varying abundance in all parts of the country.

[Corrals for handling beef cattle - Open Government](#)

- This comprehensive guide features information on cattle behavior, handling techniques, corral design corral geometry and corral components.

[Handling livestock safely - Open Government](#)

- Understanding animal instincts and behaviour allow handlers to work calmly with animals, resulting in less stress for the animal and fewer injuries to the handler.

[Biosecurity and livestock – Resources | Alberta.ca](#)



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Horses

[Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- The health of and welfare of equines, and the entire horse industry, is of paramount importance to our equine community. Providing educational resources, training, sharing regulations and strengthening the herd is a priority.

[Biosecurity | Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- Biosecurity is about keeping horses healthy. It includes the principles, actions, precautions, and protocols that we apply to help protect the health of all animals by preventing the transmission of disease through physical barriers and proper hygiene practices.

[Code of Practice for the Care and Handling of Equines | Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- The Codes of Practice are the nationally developed guidelines for the care and handling of farm animals and help serve as the national standard of animal care requirements and recommended practices. The purpose of the Code of Practice for Equines is to promote sound management and welfare practices for housing, care, transportation and other animal husbandry practices.

[Equine Diseases | Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- Preventing the spread of equine diseases is vital in maintaining herd health. One single outbreak can be extremely costly in more ways than one. Being aware of the threat of an outbreak in your community, and how you can help stop the transmission, is an important responsibility for any horse owner.

[Online Education | Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- We are dedicated to providing access to credible sources of training and education on equine health and welfare topics. Continuing education and certification opportunities for horse owners is extremely important.

[Owning Horses | Equine Health & Welfare | Resources | Alberta Equestrian Federation](#)

- Owning a horse can be a fun and rewarding experience. But before you purchase your first horse, it is critical to do long-term planning and research to ensure you are prepared to make the commitment.

[Biosecurity and livestock – Resources | Alberta.ca](#)



Lesser Slave River

Sheep

Animal Welfare and Handling - Alberta Lamb Producers

- Alberta producers are subject to legislation which governs the treatment of animals. There are several Acts that protect animals on the Federal and Provincial levels. The Acts are enforced when animals are reported as in distress, lacking care or subjected to willful abuse

Animal Identification: CSIP Ear Tags - Alberta Lamb Producers

- The ability to identify and track animals as they are moved through the production system is one of the pillars of traceability.

Fact Sheets - Alberta Lamb Producers

- Alberta Lamb Producers provides a wide variety of information resources for producers, ranging from management and production advice to information on marketing.



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Goats

Shelter | AGA

- Although able to withstand extremes in temperature if properly fed and well-bedded, goats do need shelter from dampness and drafts. Sheds and barns for goats should be well-ventilated and not dark. Insulation is not required; however if the shed is insulated, adequate ventilation is a must to prevent excessive moisture inside the building.

Nutrition | AGA

- Contrary to popular opinion, goats do not eat trash, and especially not tin cans! In fact, goats are among the most finicky of all farm animals and will not drink dirty water or eat contaminated feed unless forced by extreme thirst or threat of starvation.

Reproduction | AGA

- In Canada, most breeds of goats are seasonal breeders; they will only breed from late summer to early spring, although there are variations between the breeds.

Fencing | AGA

- Fencing for goats is perhaps more of a challenge than for other species of livestock, and more so for some goat breeds than others. Curiosity and the ability to climb and jump make traditional fences woefully ineffective at keeping adventurous members of the herd within the confines of their yard or field.

Goat Care | AGA

- All the information you need to know about caring for goats.



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Alpacas/ Llama

[ALPACA: Alpaca Livestock Producers And Cooperators Association Canada](#)

[Canadian Llama & Alpaca Registry \(CLAA\) | Official Certification/Registration of Camelid Pedigree in Canada](#)

[Canadian Llama & Alpaca Association \(CLAA\) | Official Certification/Registration of Camelid Pedigree in Canada](#)

[Llama Canada - Care](#)

- If you are familiar with the care of other domestic livestock you will find llamas comparatively easy to care for, with a minimum of veterinary assistance required.

[Llama Canada - Uses](#)

- Llama enthusiasts who have taken the time to train their llamas to drive a cart are finding that driving a llama can be most enjoyable. It is probably the most difficult of the skills asked of a llama but also one of the most rewarding and fun when it has been accomplished.

[Llama Canada - Breeding & Reproduction](#)

- Female llamas are good mothers and there is nothing as delightful as their babies playing and romping. Female llamas should not be bred until at least two years of age as llamas aren't fully mature until they are between three and four.

[Biosecurity and livestock – Resources | Alberta.ca](#)



Lesser Slave River

Pigs

Pig Breeds - Small Scale Pig Farming

- There are number of different types of pig breeds, however there are several that are more suited for an outdoor environment. The type of pig you decide to purchase should be based on a number of things such as housing types feed source and fencing, as some pigs are more difficult to keep in than others.

Equipment & Supplies - Small Scale Pig Farming

- It is best to be prepared by having essential supplies on hand for most situations that will occur on a daily, weekly, or monthly basis. This will help you make effective and timely decisions which will benefit you and your pigs. Specific areas of focus include treating and handling pigs and maintaining the health and safety of you and your pigs. Take the opportunity to speak to a veterinarian or other producers where these supplies can be conveniently located.

Requirements - Small Scale Pig Farming

- There are a number of key points you should take into consideration before bringing your pigs home. While some provinces have specific rules and regulations around livestock and pigs, there a couple of items that are implemented Canada-wide.

Housing & Shelter - Small Scale Pig Farming

- Shelters are an essential part of pig production. Protection from weather – the sun in summer and cold in winter ensures the greatest welfare for you pigs. A sturdy, well constructed shelter will not only last for years but protect your pigs from the elements and save you time, money and aggravation in the long run.

Biosecurity and livestock – Resources | Alberta.ca



Lesser Slave River

Chickens

[Raising chickens in Alberta : a guide for small flock owners - Open Government](#)

- This guide is intended for small flock, backyard and urban chicken owners. Some of the topics covered in the guide include: regulations; basic chicken needs; chicken house design and sanitation; egg management; meat processing; appropriate behaviours in chickens; care of chicks; and care of chickens during the winter.

[Keeping your flock, your food, and your family healthy : tips for small-flock poultry owners - Open Government](#)

- Useful tips for backyard and urban chicken owners.

[Keep Alberta small flocks healthy - Open Government](#)

- Whether you are adding to a recreational flock or a breeding line or getting layers or broilers, new additions to the flock can bring joy, but also disease. Protect your existing flock with simple steps outlined in this fact sheet.

[Protect yourself and your family! : tips for the safe handling of chicks and live poultry - Open Government](#)

- Useful tips for backyard and urban chicken owners on steps they can take to keep both their families and their poultry healthy and safe.

[Biosecurity and livestock – Resources | Alberta.ca](#)



Lesser Slave River

Municipal District of Lesser Slave River No.124 Specific Information

*****Items in red will be updated upon council approval of policies, bylaws and Best Management Plans*****

Policies

- (AG-63___) Responsible Animal Ownership

Bylaws

- Land Use Bylaw (LINK)
- Animal Control Bylaw (LINK)

Best Management Practices

[Premises Identification Program | Alberta.ca](#)

- One of the pillars of traceability, Premises Identification (PID), links livestock and poultry to land locations or premises.

Manure & Surface Water Management Plan

Farm Emergency Plan



Lesser Slave River

FARM EMERGENCY PLAN

Name: _____

Legal Land Description: _____

Rural Address: _____

Plan Last Revised: _____



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Animal Section

❖ Document revision (proposed for LUB document):

(8.8):

Animals must be kept in good animal husbandry and in accordance with the MD's Animal Control Bylaw, and **Responsible Animal Ownership Policy**. All applicable municipal, provincial and federal regulations must be adhered to.

(General Requirements and Animal Units related to the keeping of Animals and Domestic Pets as previously listed in the LUB have been removed from this section above, and the Discretionary tables, and are now referenced in the updated Animal Control Bylaw and Responsible Animal Ownership Policy & Procedure- see related documents below. Any buildings, structures, or enclosures must adhere to the Municipal District's Land Use Bylaw)

Revised definitions in LUB (alignment with legislation and Animal Control Bylaw):

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

Domestic Animal means small animals which are normally kept as household pets such as cats and dogs. This does not include Livestock or wildlife.

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

*(*Removal of 'Animal, Other' as no longer applicable)*

❖ Related documents for Council's review:

- o Animal Control Bylaw- Updated
- o Responsible Animal Ownership Policy-NEW
- o Responsible Animal Ownership Procedure- NEW
- o Resources for Keeping Animals- NEW

COUNCIL NOTES/COMMENTS/QUESTIONS:

April, 2018

www.statcan.gc.ca

OVERVIEW OF THE ADULT CRIMINAL JUSTICE SYSTEM

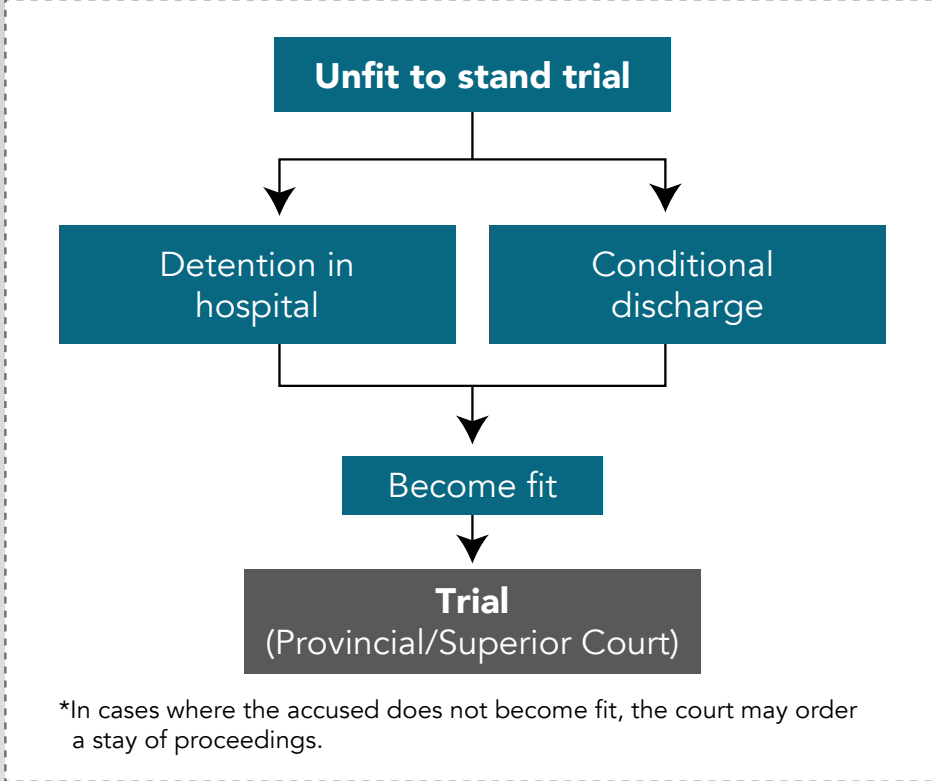
PRODUCED IN COLLABORATION BY THE DEPARTMENT OF JUSTICE CANADA AND STATISTICS CANADA

Alternative measures
A. Compliance: Crown may withdraw charges or enter a stay of proceedings. A court may also dismiss the charges.
B. Non-compliance: continuation of proceedings

Charges are usually laid by police (except in BC/NB/QC where the Crown needs to approve them), before the first appearance/bail hearing.

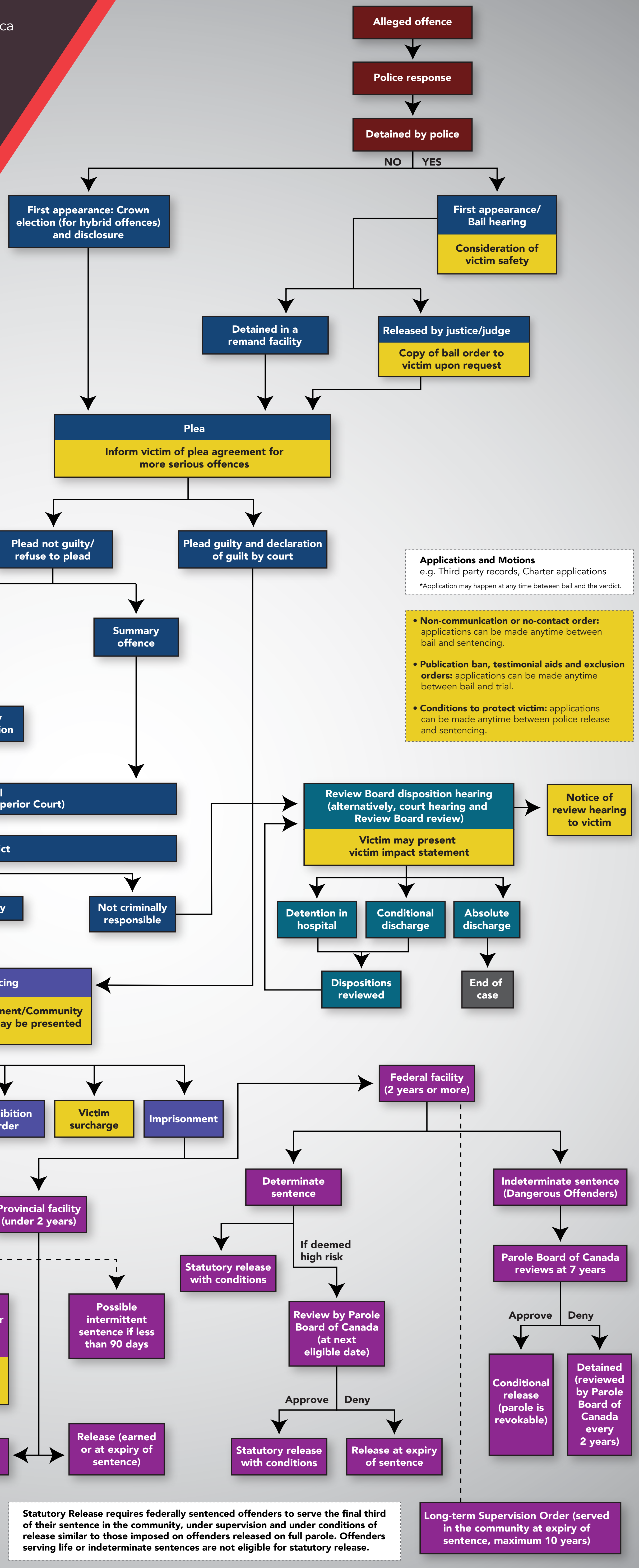
Crown may stay or withdraw charges for: insufficient evidence; where it is not in the public's interest to proceed; or where alternative measures are recommended.

*If Crown stays, possible recommencement of proceedings.



Pre-sentence reports containing information on the offender (i.e., describing among other things the offender's background, family, education, employment record, physical and mental health, social activities, potential and motivation) may be used by the sentencing judge to assess the offender's character and relate the sentencing to the individual).

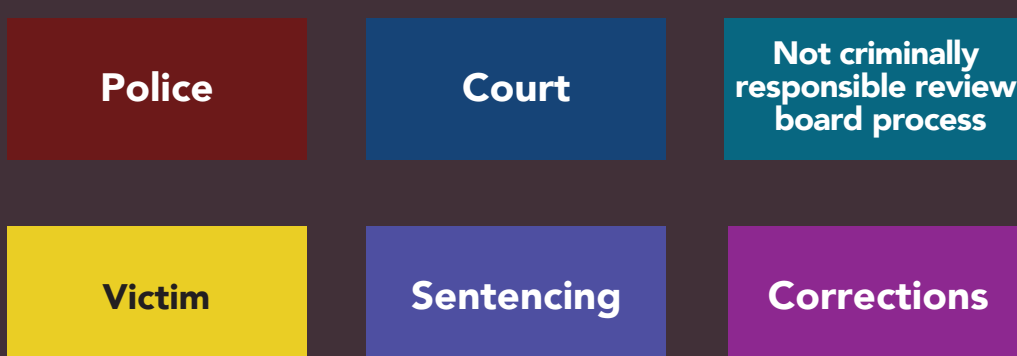
Appeal process: An offender may file an appeal against the conviction and/or the sentence. The Crown may also appeal against an acquittal or a sentence but, generally speaking, the Crown's right to appeal is much more restricted than the offender's.



Applications and Motions
 e.g. Third party records, Charter applications
 *Application may happen at any time between bail and the verdict.

Non-communication or no-contact order: applications can be made anytime between bail and sentencing.
Publication ban, testimonial aids and exclusion orders: applications can be made anytime between bail and trial.
Conditions to protect victim: applications can be made anytime between police release and sentencing.

LEGEND



Source: Produced in collaboration by the Department of Justice Canada and Statistics Canada

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