



A G E N D A

Municipal District No.124 Regular Council
Wednesday, July 15, 2026 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 July 15, 2026, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the July 15, 2026, Regular Meeting of Council Agenda as presented.

ADOPTION OF MINUTES

- 4.1 June 24, 2026, Regular Meeting of Council Minutes

3 - 6

Proposed Motion: Move to adopt the June 24, 2026, Regular Meeting of Council as presented.

[20260624 - DRAFT MINUTES - Regular Meeting](#)

- 4.2 July 3, 2026, Special Meeting of Council Minutes

7 - 8

Proposed Motion: Move to adopt the July 3, 2026, Special Meeting of Council Minutes as presented.

[20260703 - DRAFT MINUTES - Special Meeting](#)

DELEGATIONS

- 5.1 Alberta Forestry and Parks - Norbert Raffael

9 - 20

Proposed Motion: Move that Council receives the presentation from Alberta Forestry and Parks for information.

[Delegation Request](#)

[REaL Program MD Lesser Slave River - 9 Mile Recreation Area - July 15, 2026](#)

REQUESTS FOR DECISION

- 6.1 Fire Truck Disposal

21 - 22

Proposed Motion: Move that Council authorize administration to dispose of firetruck unit #521 via a licensed auction mart with the proceeds going to the Fire Equipment Reserve.

[2026-RFD-Fire Truck Disposal-V2](#)

- 6.2 Nine Mile Ski Area - Trail Manager Proposal

23 - 42

Proposed Motion: Move that Council direct Administration to work with Alberta Forestry and Parks and the Nine Mile Recreation Association to develop a detailed business case for the Nine Mile Recreation Area Trail Manager proposal, including estimated capital costs, annual operating costs, infrastructure condition assessments, funding opportunities, partnership responsibilities, and staffing implications, and bring the information back to Council for consideration during the 2027 budget deliberations.

[20260715 RFD - Nine Mile Ski Area Trail Manager
Generic Trail Agreement Template June 26 2026_nr](#)

- 6.3 Smith Fire Hall Land Acquisition 43 - 44

Proposed Motion: Move that Council authorizes the purchase of land adjacent to the Smith Fire Hall described as tax roll #042547 for \$24,830, exclusive of GST, for the 2026 capital project #312614A, Smith Fire Hall Replacement Phase A, with funding being allocated from Local Government Fiscal Framework (LGFF).

[20260715 RFD - Smith Fire Hall Purchase-V2](#)

- 6.4 Widewater Complex Fence Line Erosion Mitigation 45 - 47

Proposed Motion: Move that Council fund the relocation of a portion of fencing due to erosion at the Widewater Complex, with funding up to \$30,000 coming from unallocated surplus funds in the 2026 operating budget.

[20260715 RFD - Widewater Fence Mitigation-V2](#)

[QT# GM-102-26](#)

REPORTS

- 7.1 Council Action List Review 48 - 59

Proposed Motion: Move to receive the Council Action List for information.

[July 15 Council Action List](#)

NEW BUSINESS

8.1

8.2

CORRESPONDENCE

- 9.1 Provincial Grant 60 - 61

Proposed Motion: Move to receive the Provincial Grant correspondence for information.

[MD Lesser Slave River](#)

CONFIDENTIAL ITEMS - CLOSED SESSION

NOTICE OF MOTION

ADJOURNMENT

MINUTES

Regular Meeting of Council
Municipal District of Lesser Slave River No. 124
June 24, 2026
MD Council Chambers

MEMBERS PRESENT	Murray Kerik Norm Seatter Sandra Melzer Brad Pearson Lester Vanhill Richard Colborne Thomas Snowden	- Reeve - Deputy Reeve, Division 2 - Division 1 - Division 2 - Division 1 - Division 1 - Division 2
IN ATTENDANCE	Kevin Gannon Shari Spencer Nicky Van Deventer Jeremy Dumaresque Ann Holden Doug Baird Paul Mulholland S/Sgt Bruyns Rob Eirich Angelina Orlando Tyson Lommerts Jake Papineau Mike Danko Julia Magsombol Marilyn Gladue	- Chief Administrative Officer, MDLSR - Director of Field Services, MDLSR - Director of Human Resources & Corporate Services, MDLSR - Director of Environmental Services, MDLSR - Planning & Development Officer, MDLSR - MD Contractor - Senior Peace Officer, MDLSR - Slave Lake RCMP - Wildfire Sight Inc (via Teams) - Wildfire Sight Inc (via Teams) - Peace Officer, MDLSR - Urban Systems (via Teams) - Prism Engineering - Lakeside Leader - Recording Secretary
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:00 a.m.	
ADOPTION OF AGENDA	June 24, 2026, Regular Meeting Agenda	
	<u>MOTION 294-26</u> Moved by Councillor Pearson to adopt June 24, 2026, Regular Meeting Agenda as amended:	
	Additions:	- Municipal AI Session - Fire Cost Recovery on Residential - Closed Session Items - Communication direction – ATIA Section 19 - Work Place Investigation – ATIA Section 25 - Nuisance Files – ATIA Section 24 - Bayer Road - ATIA Section 26
		CARRIED
ADOPTION OF MINUTES	June 10, 2026, Regular Meeting of Council Minutes	
	<u>MOTION 295-26</u> Moved by Deputy Reeve Seatter to adopt June 10, 2026, Regular Meeting of Council Minutes as presented.	
		CARRIED
DELEGATIONS	Slave Lake RCMP – S/Sgt. Bruyns	
	<u>MOTION 296-26</u> Moved by Councillor Pearson to receive the presentation from the Slave Lake RCMP for information.	
		CARRIED

REQUEST FOR DECISION	Chief Administrative Officer Performance Evaluation Committee Appointments
	MOTION 297-26 Moved by Councillor Melzer that Council appoint Reeve, Deputy Reeve and all Councillors to the CAO Performance Review Committee in accordance with Bylaw 2024-12 Section 3. CARRIED
	Municipal AI Session MOTION 298-26 Moved by Councillor Melzer that Council participates in a Municipal AI Session to be scheduled by Administration. Councillor Colborne called for a recorded vote. For: Reeve Kerik, Deputy Reeve Seatter, Councillors Pearson, Melzer, Snowden and Vanhill Against: Councillor Colborne CARRIED Baird entered at 10:30 a.m. Holden entered at 10:40 a.m.
DELEGATION	Wildfire Sight Inc. – Rob Eirish/Angelina Orlando
	MOTION 299-26 Moved by Councillor Melzer to receive the presentation from the Wildfire Sight Inc. for information. CARRIED Recess 10:59 a.m. Reconvene 11:01 a.m.
REQUEST FOR DECISION	Mitsue Industrial Subdivision Outline Plan
	MOTION 300-26 Moved by Councillor Vanhill that Council receive the Mitsue Industrial Subdivision Outline Plan Revision D dated June 2026 for SE-30-72-4-W5 for information. CARRIED Holden exited at 11:11 a.m.
	Slave Lake Boat Launch Repairs
	MOTION 301-26 Moved by Councillor Vanhill to postpone the Slave Lake Boat Launch Repairs until after the July 13, 2026, Inter-Municipal Meeting and bring back to the July 15, 2026, Regular Meeting of Council. CARRIED
	MOTION 302-26 Moved by Councillor Melzer that Administration add the Slave Lake Boat Launch Repairs to July 13, 2026, Inter-Municipal Meeting Agenda. CARRIED Baird exited at 11:40 a.m.

Southshore Drive Hot Oil Maintenance

MOTION 303-26

Moved by Councillor Pearson that Council direct Administration to proceed with reclamation of the existing hot oil surface on sections completed in 2019 on Southshore Drive and allow the Surface to deteriorate to a gravel state naturally.

CARRIED

MOTION 304-26

Moved by Deputy Reeve Seatter that Council direct Administration to bring forward proposals for the development of a Roads Master Plan as part of the 2027 Capital Budget deliberations.

CARRIED

Request for Decision Process

MOTION 305-26

Moved by Councillor Vanhill that Council direct Administration to review the current governance framework and bring forward recommendations, including potential amendments to the Organizational and Procedural Bylaw and the creation of Governance Model to the September 16th, 2026, Committee of the Whole Meeting.

CARRIED

van Deventer exited at 12:00 p.m.

RECESS
RECONVENE

12:15 p.m.
12:45 p.m.

Fire Recovery Program

MOTION 306-26

Moved by Deputy Reeve Seatter that Council direct Administration to research the Fire Recovery Program and bring back a report on findings to a future meeting of Council.

CARRIED

REPORTS

Council Action List Update

MOTION 307-26

Moved by Deputy Reeve Seatter that Council receive the Council Action List update for information.

CARRIED

CONFIDENTIAL
ITEMS

Closed Session as per Section 22 and 32 of the Access To Information Act (ATIA)

Section 19 – Disclosure harmful to a business interest of a third party
Section 22 – Confidential Evaluations
Section 24 – Workplace Investigations
Section 26 – Disclosure harmful to intergovernmental relations
Section 32 – Privileged Information

- Municipal Affairs
- MD Properties Lease Opportunity
- Workplace Investigations
- Bayer Road
- Communication Direction

MOTION 308-26

Moved by Councillor Melzer that Council go into Closed Session at 12:46 p.m. to discuss confidential matters per Sections 19, 22, 24, 26 and 32 of the Access to Information Act with CAO Gannon, Directors Spencer, Dumaresque and Recording Secretary Gladue in attendance.

CARRIED

Mulholland/Lommerts entered at 12:46 p.m.
Mulholland/Lommerts exited at 1:09 p.m.
Dumaresque/Spencer/Gladue exited at 1:55 p.m.

MOITON 309-26

Moved by Councillor Pearson to return to Open Session at 3:15 p.m.

CARRIED

MOTION 310-26

Moved by Councillor Melzer that Council direct Administration to negotiate a short-term lease agreement with Chad Caron, Chad's Caddie Shack, within the MD owned land at Old Town.

Councillor Pearson called for a recorded vote.

For: Reeve Kerik, Deputy Reeve Seatter, Councillors Melzer, Snowden, Colborne and Vanhill
Against: Councillor Pearson

CARRIED

MOTION 311-26

Moved by Councillor Vanhill that Council direct Administration to bring forward all MD Properties and proposed options to liquidate existing assets.

CARRIED

ADJOURNMENT

MOTION 312-26

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

CARRIED

Reeve
Murray Kerik

Chief Administrative Officer
Kevin Gannon

MINUTES
Special Meeting of Council
Municipal District of Lesser Slave River No. 124
July 3, 2026
Via Teams

MEMBERS PRESENT	Murray Kerik Norm Seatter Sandra Melzer Brad Pearson Lester Vanhill Richard Colborne Thomas Snowden	- Reeve - Deputy Reeve, Division 2 - Division 1 - Division 2 - Division 1 - Division 1 - Division 2
IN ATTENDANCE	Kevin Gannon	- Chief Administrative Officer, MDLSR
CALL TO ORDER	Reeve Kerik called the meeting to order at 8:30 a.m.	
ADOPTION OF AGENDA	July 3, 2026, Special Meeting Agenda MOTION 313-26 Moved by Councillor Snowden to adopt July 3, 2026, Special Meeting Agenda as presented. CARRIED	
CONFIDENTIAL ITEMS	Closed Session as per Section 19 and 22 of the Access To Information Act (ATIA) Section 19 – Disclosure harmful to a business interest of a third party Section 22 – Confidential Evaluations - Canyon Creek Recreation Association MOTION 314-26 Moved by Deputy Reeve Seatter that Council go into Closed Session at 8:31 a.m. to discuss confidential matters as with respect to Canyon Creek Recreation Association per Sections 19 & 22 of the Access to Information Act with CAO Gannon in attendance. CARRIED MOITON 315-26 Moved by Councillor Colborne to return to Open Session at 8:52 a.m. CARRIED MOTION 316-26 Moved by Deputy Reeve Seatter that Council approve replacing the existing Memorandum of Understanding Community Sustainability Initiative with the Canyon Creek Recreation Association with a Lease Agreement and an Operational Agreement with no material changes to the intent of obligations of the existing arrangement. CARRIED	

ADJOURNMENT **MOTION 317-26**
Moved by Councillor Colborne to adjourn at 8:53 a.m. **CARRIED**

Reeve
Murray Kerik

Chief Administrative Officer
Kevin Gannon

DRAFT



Lesser Slave River

Administration

APPEARING BEFORE COUNCIL AS A DELEGATION

GUIDELINES

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

LEGISLATION: Policy A.5; Bylaw 98-5

DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

This form is mandatory before any request is considered.

NAME OF PERSON & ASSOCIATE OR ORGANIZATION

Norbert Raffael, Recreation Management Specialist, Alberta Forestry and Parks, Lands Division North; Recreation, Education and Partnership Program

TOPIC OF DISCUSSION

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

A group of individuals from Department of Alberta Forestry and Parks Lands Division North as well as the president of the 9 Mile Recreation association wish to present a power point on the Recreation, Education and Partnership Program within the GOA. As well as explore the Council's interest in becoming the Trail Manager for the 9 Mile Recreation Area and the obligations associated with becoming a Trail Manager.

PURPOSE OF PRESENTATION

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

To explain and explore the opportunities and benefits of the MD of Lesser Slave River partnering with Alberta Forestry and Parks, Lands Division North by becoming the Trail Manager for 9 Mile Recreation Area.

ACTIVITIES TO DATE RELEVANT TO THIS MATTER

Attach additional information if required.

A similar presentation was provided to the MD council prior to the election however decision(s) on whether the MD wished to pursue the status of Trail manager on the designated trail within the 9 Mile Recreation Area appear to have been lost or misplaced.

CONTACT PERSON (If different from above)

Norbert Raffael

PHONE

Desk – 780-609-1116, Cell – 780-516-1481

EMAIL

norbert.raffael@gov.ab.ca

ADDRESS

PO Box 450; 2nd Floor Provincial Building; 9503 Beaverhill Road; Lac La Biche, Alberta

COUNCIL MEETING DAY REQUESTED

July 15, 2026



Lesser Slave River

Administration

DELEGATION REQUEST TO APPEAR BEFORE COUNCIL

REQUIREMENTS

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

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

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

HELPFUL SUGGESTIONS

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

FOR OFFICE USE ONLY

☒ Approved ☐ Declined ☐ Other

BY (SIGNATURE)

APPEARANCE DATE (IF APPLICABLE)

July 15, 2026.

APPLICANT INFORMED OF DECISION ON (DATE)

July 8, 2026.

DATE

July 8, 2026.

BY (SIGNATURE)

Marilyn



Recreation, Ecosystems and Lands (REaL) Program 9 Mile Recreation Area – partnership opportunity

Provided to: MD of Lesser Slave River Council

July 15, 2026

Dave Hugelschaffer, Manager, Recreation, Education, and Partnerships – North Region

Norbert Raffael, Recreation Management Specialist, NE District, North Region



Agenda

1. The REaL Program – Who are we?
2. Trail Planning, Building, Maintenance – How and Who?



Alberta

Recreation, Ecosystems & Lands Program

Recreation, Ecosystems & Lands (REaL) resides in the Lands Operations Division

REaL Program North – Peace, UAR, LAR

Wendy Harrison - Director

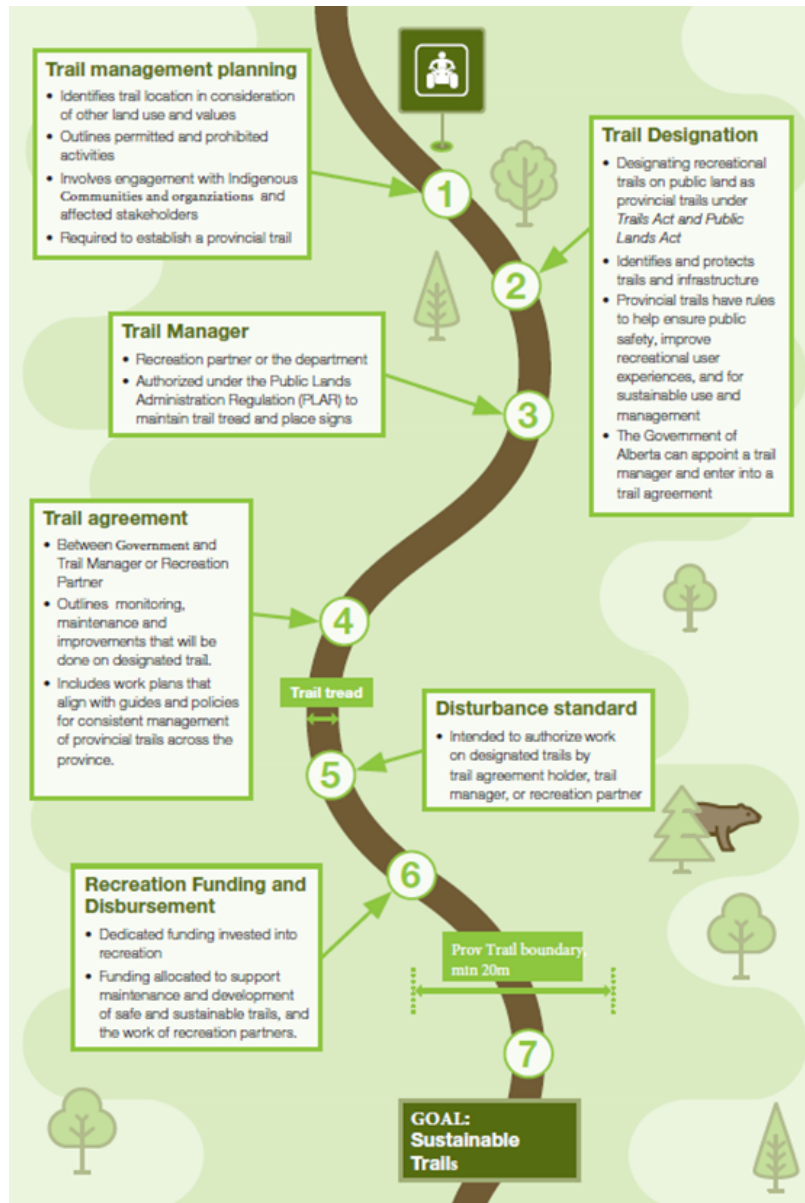
- Land, Ecosystems & Conservation Unit (LEC)
 - Laura Polasek
- Recreation, Education & Partnerships Unit (REP)
 - Dave Hugelschaffer

LEC – delivers recreation planning (TMPs)

REP – delivers recreation infrastructure implementation & operations.

- Infrastructure Development Plans (IDPs)
- Capital funding requests (CMRs)
- Works with CIDI to build trails, staging areas, campgrounds
- Delivers maintenance through partnership agreements





Trail Management System

- 1 Plan
- 2 Protect (with Designation)
- 3 & 4 Enable Partners
- 5 Authorize Work
- 6 Sustainable Funding

Trail Management Plan

- Identifies route, type of activity, and season considerations.
 - Feasibility assessment to determine if planning proceeds
 - Staff review of LAT, landscape values, prov/fed approvals
 - Engagement with affected land uses or existing disposition holders.
 - Indigenous consultation if required as per GoA policies.
 - Trails Management Objectives (TMOs) for each trail
 - Use, conveyance, season, trail standard

Trail Designation



- Trails are designated under the *Trails Act* and the *Public Lands Act*
- The Public Lands Administration Regulation enables new rules for enhanced management of provincial trails.
 - Provincial Trails are mapped and protected, requiring repair if damaged
 - Rules for provincial trail users

Rules for Provincial Trail Users

1. Signs, notices, and publications may be posted that specify permitted activities, such as hiking or riding an OHV. Trail users must follow signs and notices.
2. Motorized users, except snow vehicles users, must stay on the trail tread.
3. Trails can be temporarily or permanently closed for maintenance or to prevent damage
4. Pets must be kept under control. Some trails may prohibit pets.
5. Speed limits – 60km/hr for snow vehicles and 50km/hr for motorized vehicles unless otherwise posted.
6. Speed limits – 60km/hr for snow vehicles and 50km/hr for motorized vehicles unless otherwise posted.
7. Discharge of a firearm is not allowed within 400m of a trail tread, unless hunting as defined under the Wildlife Act
8. No traps may be set within 10m of a trail tread.
9. A person vacating a provincial trail shall restore the public land used by that person to a clean and tidy condition.
10. No person may leave a motor vehicle or camping accommodation unit longer than 24 hours, unless an area is designated for such purpose.

Alberta 

Recreation, Education & Partnerships Unit

MAIN MANDATE / FUNCTIONS

Scope includes public land outside Parks

Moving from unmanaged to managed state

- Inventory and assess what is on the landscape
- Identify trail systems and recreation opportunities to repair, enhance, reroute, or reclaim to create managed sustainable system
- Identify need for Trails Management Plans (TMP)
- Identify partners for trail development and management
- Develop partnership agreements and funding mechanisms
- Develop capital infrastructure plans for trail refurbishment
- Consult with public, stakeholders, and First Nations



Recreation, Education & Partnerships Unit

CAPITAL INFRASTRUCTURE DEVELOPMENT

- Access the Department's Capital Infrastructure Development Funds
 - Investment, maintenance and restoration funds for capital projects
 - Multi-year planning process
 - Assessment – what are issues, opportunities
 - Design & environmental work
 - Construction
 - Competitive process to request Treasury Board funds
- Work with partners to identify capital needs
- **WE BUILD – YOU OPERATE**



Trail Manager

- Trail Manager are recreation partners that help maintain and monitor designated trails.
- Trail Managers are authorized to conduct maintenance activities on the trail tread and to put up signage at the Department's direction
- Trail Managers are not responsible for enforcement.
- Provides grant opportunities

Trail Agreement

- Trail Agreement identifies:
 - workers' responsibility
 - GoA responsibility
 - insurance/liability
 - annual maintenance and reporting plan

Interest from MD of Lesser Slave River to become the trail manager?

- Involves signing a trail agreement
- Annual work plan & reporting
- Reduced admin overhead to conduct work

Alberta 



Lesser Slave River

Request for Decision

Title:	Fire Truck Disposal
Date:	May 27, 2026
Presented By:	Shari Spencer, Director of Field Services
Attachments:	

Proposed Motion	<i>Move that Council authorize administration to dispose of firetruck unit #521 via a licensed auction mart with the proceeds going to the Fire Equipment Reserve.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

In 2023 the MD purchased a fire truck from Acres Emergency Vehicles for \$819,800.00 plus GST. This truck was to replace unit #521 (by shuffling units around the fire halls), which is almost twenty years old. Now that the new truck has been delivered, Administration needs council direction on how to dispose of the old truck.

At the February 11, 2026 Regular Council Meeting, Council directed Administration to reach out to Westlock County to see if they would like to lease or rent the truck until they could replace one of their trucks that had been written off in an accident this past winter. They did not respond to Administration's offer, so we have brought this back to approve the disposal.

ALTERNATIVE OPTIONS:

Under MDLSR Policy ADM-12-15 Asset Disposal, assets valued over \$5,000 can be disposed of by:

- a) Sale by sealed tender to the public
- b) Sale through an auction mart
- c) Sale by consignment
- d) Donation

BENEFIT/RISKS:

Sale by sealed tender, is risky as the highest bid may still be well below the value of the truck. Consignment allows the MD to set the price, but the reach for potential buyers is more limited than a public auction. The public auction and consignment would likely get similar results, but consignment has a much higher amount of administrative work. Donation of an a high value asset is not advised.

Fire trucks depreciate significantly and can range in value depending on condition and market from around \$300,000 to under \$50,000.

STRATEGIC ALIGNMENT:

Council has a responsibility to be frugal with public funds and maximize resale value wherever possible, to ensure sustainable spending amounts.

FINANCIAL IMPLICATION:

The proceeds of the fire truck will go to the Fire Equipment Reserve.

[https://mdlsr.sharepoint.com/sites/wip/wip/1100 legislative services/council/council briefing reports/2026 council briefings-reports/20260715 reg/fire truck/2026-rfd-fire truck disposal-v2.docx](https://mdlsr.sharepoint.com/sites/wip/wip/1100%20legislative%20services/council/council%20briefing%20reports/2026%20council%20briefings-reports/20260715%20reg/fire%20truck/2026-rfd-fire%20truck%20disposal-v2.docx)

OTHER CONSIDERATIONS:

N/A.

COMMUNICATION STRATEGY:

Administration will work with the licensed auction mart and the Regional Fire Services to advertise the sale.

Prepared By: Shari Spencer, Director of Field Services
Reviewed By: Lana McCann, Municipal Clerk & Marilyn Gladue, Executive Assistant
Approved By: Nicky van Deventer, Acting Chief Administrative Officer

[https://mdlsr.sharepoint.com/sites/wip/wip/1100 legislative services/council/council briefing reports/2026 council briefings-reports/20260715 reg/fire truck/2026-rfd-fire truck disposal-v2.docx](https://mdlsr.sharepoint.com/sites/wip/wip/1100%20legislative%20services/council/council%20briefing%20reports/2026%20council%20briefings-reports/20260715%20reg/fire%20truck/2026-rfd-fire%20truck%20disposal-v2.docx)

**Lesser Slave River****Request for Decision**

Title:	Nine Mile Ski Area – Trail Manager Proposal
Date:	July 15, 2026
Prepared By:	Shari Spencer
Attachments:	Generic Trail Manager Agreement

Proposed Motion	<i>Move that Council direct Administration to work with Alberta Forestry and Parks and the Nine Mile Recreation Association to develop a detailed business case for the Nine Mile Recreation Area Trail Manager proposal, including estimated capital costs, annual operating costs, infrastructure condition assessments, funding opportunities, partnership responsibilities, and staffing implications, and bring the information back to Council for consideration during the 2027 budget deliberations.</i>
Administration's Recommendation(s)	

BACKGROUND:

In September 2025, representatives from Alberta Forestry and Parks attended a regular Council meeting as a delegation to present a partnership opportunity for the management of the Nine Mile Recreation Area. Under the proposed arrangement, the Municipal District would enter into an agreement with Alberta Forestry and Parks (AFP) to assume the role of **Trail Manager** for the site. The Municipal District would then establish a Memorandum of Understanding (MOU) with the Nine Mile Recreation Association (NMRA), under which the NMRA would provide maintenance services for the area.

The NMRA has maintained the trail system on a volunteer basis for many years; however, the organization is not currently interested in assuming the administrative responsibilities associated with becoming the Trail Manager. As the delegation occurred shortly before the 2025 municipal election, Council at the time chose not to make a decision on the proposal and deferred consideration to the incoming Council.

ALTERNATIVE OPTIONS:

Enter into an agreement with AFP to become the Trail Manager for the Nine Mile Recreation Area and provide maintenance services with Municipal Staff.

Enter into an agreement with AFP to become the Trail Manager for the Nine Mile Recreation Area and enter into a Memorandum of Understanding with the NMRA to provide maintenance and trail grooming for the MD.

Do not enter into an agreement with AFP to become the Trail Manager for the Nine Mile Recreation Area

BENEFIT/RISKS:

The Nine Mile Recreation Area (NMRA) is a highly valued and well-used community asset that provides residents with accessible outdoor recreation opportunities. The trail network is regularly enjoyed by local users and enhances the quality of life in the area. Given the limited number of free recreational activities available to local families, maintaining and expanding access to this resource has significant community value.

However, the proposed agreement does not clearly identify funding sources to support the associated responsibilities. There are substantial costs involved in managing and maintaining the area, including insurance, WCB coverage, administrative requirements, safety programs, government reporting, and staff time. Municipal staff are currently operating at full capacity, and assuming additional responsibilities under this agreement would likely require additional personnel.

While NMRA has indicated a willingness to provide trail grooming services during the winter season, year-round maintenance requirements would extend beyond their current scope. Summer operations may require trail mowing, weed control, garbage collection, signage installation and upkeep, as well as repairs to the chalet. Although a trail management grant program exists, funding levels are not guaranteed. In addition, grant funding is only available to designated trail managers and must be divided between capital and operational expenditures.

At present, NMRA primarily supports winter recreation activities such as hiking, snowshoeing, and cross-country skiing. The organization currently mows the trail system once annually near the end of summer. There are no garbage receptacles or washroom facilities on site, and these amenities would need to be considered if increased year-round use is encouraged.

Asset ownership and maintenance responsibilities should also be clearly defined. NMRA owns the trail groomer currently used for winter trail maintenance; however, responsibility for future repairs, replacement, and associated costs should be explicitly outlined. As a volunteer-run organization, NMRA is hesitant to assume the additional burden of insurance, safety compliance, and government reporting requirements without a sustainable funding source. There are currently no user fees or membership fees charged for trail access, resulting in no dedicated revenue stream to offset these costs. It should also be noted that, under other community group memorandums of understanding, these responsibilities are typically managed by the community organizations themselves.

Looking ahead, there is significant potential to further develop the recreation area beyond its current uses. The trail system could be upgraded to support multi-use activities such as hiking and cycling, while additional amenities such as picnic areas, washroom facilities, and interpretive signage could enhance the visitor experience and increase the area's value as a regional recreation destination.

STRATEGIC ALIGNMENT:

In 2024 the MD approved the Recreation & Open Spaces Master Plan. The Master Plan states that in communities of more than 300 residents, there is a potential to increase the MD's inventory of recreational spaces. These communities should have multi-use paved surfaces and park spaces with a mix of play and gathering amenities. The Southshore communities meet this threshold, however they are currently serviced with two parks, a day use picnic area, a marina and a toboggan hill. The plan also identifies a strategy to:

- Over the next 5 years, focus trails investment on enhancing and rehabilitating existing trails, amenity additions / improvements, and trail connectivity.
- Target developing a comprehensive Trails Strategy in 5–8 years that can outline a long-term action plan for trail investment.
- Work with the provincial government and regional municipalities to identify opportunities to create safe connections across major highways and roadways and leveraging regional trail networks.

This partnership would align with all of these strategies. When evaluated under the project prioritization framework in the plan the project scored 13/27 and 10/16 on the site selection criteria. The biggest shortcoming in the evaluation was the lack of proximity to existing services, which may not be a big issue for a skiing facility.

However, the plan is a guideline to help council make decisions about recreational infrastructure in our region. Just because a project strategically aligns, other factors such as funding and staff capacity should be considered.

FINANCIAL IMPLICATION:

There would be an immediate financial implication of less than \$500 to add the facility to our existing insurance policies. The total staffing cost would depend on what service levels Council would set, and if they are willing to enter into a partnership with NMRA.

Administration can reach out to the local Alberta Parks office to see if a more formal agreement can be reached similar to what is in place for the Provincial Recreation Areas in the MD. This agreement has a set amount of funding for a five year period, and a more defined scope of services provided for the funds.

OTHER CONSIDERATIONS:

A preliminary review of the site indicates that significant capital improvements would likely be required before the MD could provide an acceptable level of service. Existing infrastructure, including sections of trail, boardwalks, swamp mats, hydropoles, staging area improvements, and the chalet and associated deck, require varying degrees of repair or replacement. The full extent and cost of these improvements has not yet been quantified. Entering into a Trail Manager Agreement without first completing a detailed assessment could expose the Municipality to significant unbudgeted capital and operating expenditures. Once designated as Trail Manager, the Municipality could reasonably be expected by the public to maintain the trails to an appropriate standard, increasing liability and public expectations regarding trail conditions, inspections, hazard mitigation, and emergency response.

Prior to making a final decision, an inventory and condition assessment of all trail assets, including bridges, swamp mats, hydropoles, signage, staging area infrastructure, chalet, parking facilities, and associated amenities should be completed. This assessment would establish the baseline condition of the assets and allow Administration to prepare realistic capital and operating cost estimates for Council's consideration.

COMMUNICATION STRATEGY:

A communication strategy will be developed after council provides direction.

Prepared By:	Shari Spencer, Director of Field Services
Reviewed By:	Lana McCann, Municipal Clerk & Marilyn Gladue, Executive Assistant
Approved By:	Nicky van Deventer, Acting Chief Administrative Officer

TRAIL AGREEMENT
[number required]

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF ALBERTA
as represented by the
MINISTER FORESTRY AND PARKS
(the "Province")

- and -

XXX
(the "Agreement Holder")

both referred to as a "Party" or "the Parties" to this Agreement.

WHEREAS:

- a) The Province and the Agreement Holder wish to enter into a Trail Agreement pursuant to section 7 of the *Trails Act* for a designated trail or designated trail area.
- b) Designated trails and designated trail areas in the meaning of the *Trails Act* and are resources of the Crown
- c) The Agreement Holder confirms that it has the skills necessary to ensure the requirements of this Agreement can be performed in a diligent and timely manner.
- d) This Agreement identifies activities authorized under section 20(e) of the *Public Lands Act* and section 3 and 207.1 of the Public Lands Administration Regulation.

NOW THEREFORE in consideration of their mutual promises, the Province and the Agreement Holder agree to the following Articles:

Article 1 – Definitions

1.1 In this Agreement:

- a) "AFP" means Alberta Forestry and Parks;

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- b) “Days” means calendar days;
 - c) “FOIP Act” means the *Freedom of Information and Protection of Privacy Act* (Alberta), as amended from time to time;
 - d) “Party” or “Parties” means the Agreement Holder and the Province;
 - e) “Site” means a trail as outlined in Schedule “A”
 - f) “Term” means the commencement of agreement and date of expiry or review [as specified in Article 2] of this Agreement;
 - g) “Authorization” as per meaning under *Public Lands Act*;
 - h) “Trail” - means a designated trail, designated trail area, or provincial trail, as per Trail Designation Ministerial Order;
 - i) “Trail Manager” meaning a trail manager appointed under the *Trails Act*;
 - j) “Work Plan” means the description of ground activities to be undertaken on the Site by the Agreement Holder, as described in Schedule “B”; and
 - k) “Workers” means the Agreement Holder’s volunteers, employees and contractors.
- 1.2 All terms defined in this Agreement will have such defined meanings when used in any schedule, instrument, certificate, report, agreement or other document made or delivered pursuant to this Agreement, unless the context otherwise requires.

Article 2 – Term of Agreement

- 2.1 This Agreement shall come into effect on February 1, 2024 and expire on February 1, 2030 unless sooner terminated or extended in accordance with the terms of this Agreement.
- 2.2 The expiration of this Agreement may be extended upon the Agreement holder’s application in writing to AFP.

Article 3 - Purpose of Agreement

- 3.1. The purpose of this Agreement is to:
 - a) provide clear roles and responsibilities of the Agreement Holder and the Province with respect designated trails or designated trail areas pursuant to section 4 of the *Trails Act*;
 - b) provide a framework for continued co-operation and support between the Agreement Holder and the Province.
 - c) identify activities authorized by AFP for work relevant to designation of trails, designated trail areas, and provincial trails, not otherwise authorized in applicable

Acts or regulations.

- d) Provide the conditions to the activities that are authorized in this Agreement

Article 4 – Cooperating Activities of the Agreement Holder

- 4.1 It is understood and agreed that the Parties' cooperating activities under this Agreement are those activities described in Schedule "B". The Agreement Holder agrees to carry out these activities.
- 4.2 The Agreement Holder shall not make use of the Site for any purpose other than what is set out in this Agreement.
- 4.3 The Agreement Holder shall provide electronic annual reports to the Province as per Article 14.
- 4.4 This agreement is not intended to be, nor shall it be interpreted as or deemed to be a lease of real property at common law.
- 4.5 The Province must obtain federal, provincial, municipal, and other permits and approvals, as applicable, with respect to activities that may take place on the Lands.

Article 5: COMPLIANCE AND OCCUPATIONAL HEALTH AND SAFETY

Compliance

- (a) The Agreement Holder shall comply with the provisions of:
- i. all laws now in force or in force after the signing of this Agreement,
 - ii. Section 5 of the Trail Design Guidelines
 - iii. any rules, policies or standards, and
 - iv. any relevant permits, licenses, authorizations, or approvals.

that expressly or by implication apply to the Society in performing the Services. If the Agreement Holder defaults upon the Agreement Holder's obligations under this clause, or if in the Province's opinion the Agreement Holder has defaulted upon the Agreement Holder's obligations under this clause, the Agreement Holder shall immediately suspend its work with respect to the work site and the Province may, in its sole discretion, terminate this Agreement and may lead to compliance action.

Workers' Compensation Insurance (If applicable)

- (b) The Agreement Holder shall, when the Workers' Compensation Act (Alberta) applies, and upon request by the Province, deliver to the Province a certificate from the Workers' Compensation Board (WCB) showing that the Agreement Holder is registered, has an active WCB

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account that covers all workers and in good standing with the Board. If a director or owner of the Organization will be performing the work on-site, the director or owner shall have personal coverage from the Board in effect.

- (c) When the *Workers Compensation Act* (Alberta) applies, the Agreement Holder shall maintain, and ensure all sub-contractors maintain workers' compensation insurance in the amount required by WCB. In the event the Agreement Holder procures work from a sub-contractor who is not required to have workers' compensation insurance or is from an exempted industry or performs an exempt activity as defined by the *Workers' Compensation Act* (and any regulations thereunder), then the Agreement Holder shall be responsible to insure such parties itself or to ensure that such parties have appropriate insurance, including, if applicable, WCB personal coverage insurance.

Occupational Health and Safety Obligations

- (d) AFP's health and safety obligations under this Agreement shall be that of an "Owner" as per Section 1(hh) and Section 9 of the *Occupational Health and Safety Act*.
- (e) When performing work on public land the Agreement Holder shall be aware of hazards that may endanger the health and safety of workers or members of the public on the land. Significant hazards may be noted from time to time through signage or on the AFP's website. Not all hazards are identified or posted. Before conducting work, the Agreement Holder shall check for notifications and perform a formal and site-specific (field-level) hazard assessment.
- (f) The Agreement Holder shall comply with all applicable statutes and regulations including, but not limited to, the *Occupational Health and Safety Act, Regulation and Code*, and the *Worker's Compensation Act*. In particular, the Agreement Holder shall inform itself, and cause its employees to inform themselves, as to their respective legal responsibilities under the *Occupational Health and Safety Act, Regulation and adopted Code*.
- (g) The Agreement Holder shall immediately report to the Province all serious and potentially serious work-related injuries or incidents (defined in Section 33 of the *OHS Act*), and AFP property damage as a result of any Services provided under this Agreement. The Agreement Holder shall further ensure that, where required by law, injuries or incidents shall be reported to the Workers Compensation Board and Alberta Labour and Immigration.

Prime Contractor (if applicable)

- (h) **Where Prime Contractor criteria under the *Occupational Health and Safety Act* are met, the Agreement Holder acknowledges and agrees that it is the “prime contractor”, as defined in the *Occupational Health and Safety Act*, in respect of the Site and for the duration of the Agreement. The Agreement Holder acknowledges that it understands the responsibilities of a prime contractor and is both capable and willing to perform those responsibilities.**

3.1.1 Initial

- (i) As prime contractor, the Agreement Holder shall:
- i. As a condition of this agreement, establish and maintain a system or an Occupational Health and Safety program outlining this system or process (where the requirements for an Occupational Health and Safety program are met under Section 16 of the *Occupational Health and Safety Act*). to ensure compliance with the *Occupational Health and Safety Act*, regulations and adopted code with respect to the site; and
 - ii. Before the performance of the Services in the Agreement, the Agreement Holder shall submit to the Province:
 - a) A written safety plan. The safety plan shall address; the hazards of the Services to be performed under this Agreement, the control measures that shall be implemented to eliminate or reduce the risks of the hazards to a reasonable level, the first aid/medical Services and measures that shall be activated in event of an emergency. For other hazards identified during the performance of the Agreement, the Province may also request that safety plans be provided.
 - iii. Immediately report to the Province all work-related incidents resulting in medical aid, disabling injury or fatality, serious and potentially serious incidents (defined in Section 33 of the OHS Act), and Government of Alberta property damage as a result of any Services provided under this Agreement. The Agreement Holder shall further ensure that, where required by law, incidents shall be reported to the Workers Compensation Board and Alberta Labour and Immigration.
 - iv. Comply with the Workers' Compensation Insurance and Occupational Health and Safety obligations identified in the above sections (a-g).
- (j) In the event that the worksite(s) of two or more “prime contractors” coincide, they shall elect one of them to be the prime contractor with respect to the coinciding worksite(s) and shall forthwith notify the Province in writing of the election. If the “prime contractors” cannot agree upon which of them to elect, work at the coinciding worksite(s)

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shall cease and the Province shall decide which “prime contractor” shall be the prime contractor for the coinciding worksite(s). The Province’s decision is final and binding upon the “prime contractors”.

Article 6 – Legal Status

- 6.1 The agreement entity including a society, corporation of municipality shall maintain itself in good standing under the applicable legislation.
- 6.2 The agreement entity agrees to:
 - a) notify the Province of any change to its objects or applicable By-laws; and
 - b) provide the Province with a list of the names and contact information of its Directors and Officers on execution of this Agreement and on any change to its Directors and Officers.
- 6.3 The agreement entity understands and agrees that the agreement entity is not an employee, agent or contractor of the Province, but an independent organization and that Workers are not employees, agents or contractors of the Province.

Article 7 – Cooperating Activities of the Province

- 7.1 It is understood and agreed that the Province’s roles and responsibilities under this Agreement are to support the Agreement Holder in the carrying out of cooperating activities as may be agreed upon in writing by the Province during the Term of this Agreement.
- 7.2 To stop or prevent harm to a person or resource, the Province has the authority to:
 - a) temporarily close all or a portion of any public land until the danger or threat has passed; and
 - b) respond to emergencies and rescues.
- 7.3 The Agreement Holder shall promptly:
 - a) co-operate with any public land closures; and
 - b) take direction from the Province during emergencies and first response.
- 7.4 The Province shall not be liable for any damage, expense or loss of the Agreement Holder as a result of any temporary closure of all or a portion of the Site.
- 7.5 Except for negligence of the Province causing direct loss, the Province is not liable for any damage, expense or loss of the Agreement Holder from any cause including strikes, acts of God, vandalism or other interference with the Agreement Holder, the Agreement Holder’s assets or the Site.

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- 7.6 The public lands and buildings, structures and equipment erected thereon must only be used by the Agreement Holder for the activity by this Agreement.
- 7.7 The Agreement Holder must ensure public accessibility to the Site during maintenance work unless the trail is unsafe or unpassable, in which the Trail Manager can close with written authorization from designated official.
- 7.8 The Province will receive consent from reservation holder if trail work enters the boundaries of any research or sample plot.
- 7.9 Agreement holder must comply with "Authorization of FireSmart Activities on public land" as amended from time to time.

Article 8 - Designated Officials

- 8.1 The following Designated Officials will have overall administrative responsibility for this Agreement and will be responsible for identifying any issues that may arise in the implementation and operation of this Agreement, and will be the designated representative of the Province for meetings as set out in Section 13:

- a) For the Province: Dave Hugelschaffer
Recreation Manager, North Region
Alberta Forestry and Parks
111 - 54 Street, Edson, AB T7E 1T2
Phone: 780-712-1910
E-mail: dave.hugelschaffer@gov.ab.ca

- b) For the Agreement Holder: Contact Name:
Address:
Phone:
E-mail:

- 8.2 The Parties may designate an alternate individual for a specified period of time or change their Designated Official or the address, telephone number, and e-mail address of their Designated Official by written notice to the other Party.
- 8.3 The Designated Officials may assign other individuals to administer the Agreement Holder's and the Province's day-to-day activities or operations at the Site.

Article 9 – Decision Making and Resolution of Disputes

- 9.1 The Agreement Holder and the Province agree to make all reasonable efforts to reach consensus on decisions on the management and operation of the Site.
- 9.2 If a consensus is not reached and the Agreement Holder disputes a decision or direction of an AFP employee, the Agreement Holder's Designated Official shall give the Province's Designated Official written notice of the objection and detailed reasons for the objection. The Province's Designated Official shall respond to the objection in writing to the

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Agreement Holder's Designated Official with detailed reasons. The Agreement Holder may appeal the decision of the Province's Designated Official by giving written notice of the appeal and detailed reasons for the appeal to the Recreation Manager. The Agreement Holder agrees that the decision of the Recreation Manager is final.

Article 10 – Conduct and Operations of the Agreement Holder

- 10.1 The Agreement Holder shall keep any equipment, materials, supplies and tools owned by the Province, that are in the custody of the Agreement Holder, in secure storage when not in use by the Agreement Holder and shall ensure that the items are used only for the purposes for which the items are designed or intended, on the Site, and that the items are properly maintained.
- 10.2 Subject to the equipment, materials, supplies and tools provided by the Province, the Agreement Holder agrees to provide any vehicles, equipment, supplies and tools required to carry out the cooperating activities and agrees to train its Workers in the proper use and operation of the vehicles, equipment, tools and supplies.
- 10.3 The Agreement Holder is responsible for recruiting, co-ordinating and supervising Workers carrying out the cooperating activities at the Site.
- 10.4 The Agreement Holder shall ensure that the Workers:
 - a) are readily identifiable to the public;
 - b) are knowledgeable about the Site, understand the scope of work approved in the Annual Work Plan, and permitted conduct in respect of the Site;
 - c) provide quality public service in accordance with the Province's relevant plans, procedures, policies, terms and conditions, and standards; and
 - d) refrain from anything that would negatively affect the reputation and enjoyment of the Site or Crown Land in general.
- 10.5 The Province acknowledges that the Agreement Holder has developed a comprehensive Occupational Health and Safety Manual governing the activities carried out on the Site. The Agreement Holder agrees to carry out its activities in accordance with its Occupational Health and Safety Manual.
- 10.6 The Agreement Holder shall immediately inform the Province of accidents and unsafe conditions or activities at the Site that come to the Agreement Holder's attention.
- 10.7 The Agreement Holder agrees to implement and abide by the Government of Alberta's Respectful Workplace Policy in its dealings with the Province.
- 10.8 The Agreement Holder shall comply with, and ensure that its employees, subcontractors, members and agents comply with, the *Lobbyists Act* (Alberta) and duty of care in the

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Occupiers' Liability Act.

- 10.9 The Agreement Holder will engage in good faith with other Societies, and Crown Land users under tenure or disposition, operating on or adjacent to the Site. It is expected that the Agreement Holder will work with these groups for resolution of issues, but ultimately provide their concerns in writing to the Province.

Article 11: Indemnity and Liability

11.1

- (a) Each party shall indemnify and hold harmless the other, its employees and agents against and from any and all third party claims, demands, actions, or costs (including legal costs on a solicitor-client basis) to the extent arising from
 - i. that party's breach of this Agreement, or
 - ii. the negligence, other tortious act or wilful misconduct of that party, or those for whom it is legally responsible, in relation to the performance of its obligations under this Agreement.
- (b) The Society shall indemnify and hold harmless the Province against and from any loss or damage to the real or personal property of the Province to the extent arising from the Society's breach of this Agreement or from the negligence, other tortious act or wilful misconduct of the Society, or those for whom it is legally responsible.
- (c) The Organization, its members, employees, workers, agents, sub-contractors, volunteers, or those for whom it is legally responsible; shall indemnify and hold harmless the Department against and from any and all third-party claims, demands, loss, actions, or costs (including legal cost on a solicitor-client basis) to the extent arising from or relating to workplace injuries, illnesses or fatalities during the performance of its Services.

Article 12 – Insurance

12.1 The Agreement Holder shall obtain and maintain, at its own expense and without limiting its liabilities herein, the following insurance in accordance with the Alberta Insurance Act:

- a) general liability insurance, in an amount not less than \$5,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include blanket contractual liability, non-owned automobile liability, and employees and volunteers as additional insureds;
- b) automobile liability insurance on all vehicles owned or licensed in the name of the Agreement Holder and used in the performance of the obligations in this Agreement in an amount not less than \$2,000,000;
- c) "all risks" property insurance, on a replacement cost basis, covering all property owned by the Contractor or for which the Contractor is obligated to insure;

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- d) All required insurance, except automobile liability insurance, must be endorsed to provide the Province with 30 days advance written notice of cancellation, including for non-payment of premium;
- e) Evidence of all required insurance, in the form of a detailed certificate of insurance, acceptable to the Province, must be promptly provided to the Province at inception of the Agreement, annually thereafter and at any other time requested by the Province. Upon the Province's request, the Contractor must provide the Province with certified copies of all required insurance policies;
- f) The Holder must ensure that all its subcontractors obtain and maintain the type of coverage and limits of insurance required in this Agreement as applicable to the subcontractor's operations

Article 13 – Partnership Meetings

- 13.1 The Designated Officials of the Province and the Agreement Holder shall meet at least twice each year in spring (pre-season) and fall (post-season), and at such other times as may be required, for the proper management of this Agreement and the operation of the Site.
- 13.2 The purpose of the meetings provided for in Article 13.1 is to:
 - a) review roles, expectations, procedures and requirements for the Site for the upcoming year;
 - b) review and approve the Agreement Holder's Work Plan, as required;
 - c) discuss any issues or concerns relating to trails management and occupational health and safety at the Site;
 - d) ensure good communication; and
 - e) discuss any required amendments to this Agreement.

Article 14 – Authorized Work, Monitoring and Reporting

- 14.1 The Agreement Holder will provide the Province with an Annual Work Plan as described in Schedule "B"
- 14.2 Work enabled under PLAR s.207.1 and this Agreement will not require additional approvals or authorizations.
- 14.3 The Province will make reasonable efforts to ensure that the Annual Work Plan is reviewed and if Annual Work Plan includes ground work that exceeds PLAR s.207.1 and section 5 of the Trail Design Guidelines, be approved by applicable Directors prior to April 1 of each year.

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- 14.4 The Province will make reasonable efforts to ensure that prior to commencement of operations, issue Vehicle Placards or other related approvals within the Province's purview.
- 14.5 Work is required to align with applicable Trail Management Plan.
- 14.6 An annual report is required and must include Schedule B along with what was complete, not complete and any observations or potential hazards.
- 14.7 Agreement holder will patrol sites listed in Schedule A bi-annually and notify designated official of loss or damage to trail.
- 14.8 Agreement holder will notify designated official when informed by a disposition or licence holder of trail damage. The designated official will initiate inspection pursuant to PLAR s.207.2.
- 14.9 While carrying out authorized duties, Agreement Holder will notify the designated official, as soon as practical, of a hazard that may cause harm to a person or resource and the Agreement Holder may place signs of the hazard.

Article 15 - Confidentiality and Access to Information

- 15.1 The Agreement Holder acknowledges that the Government of Alberta has passed the *Freedom of Information and Protection of Privacy Act*. All documents submitted by the Society to the Province under this Agreement, including the Agreement itself, become the property of the Province and may be subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.
- 15.2 Subject to the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation, the information shared between the Agreement Holder and the Province under this Agreement will be treated as confidential and will be protected from further disclosure. The shared information shall only be used for the specific purpose for which it is provided and will not be passed on to any third party without the written consent of the Party from whom it originated, except as otherwise required by law or the order of a court or tribunal with jurisdiction to order disclosure.
- 15.3 In the event the Province receives a request for access to Agreement Holder information under the *Freedom of Information and Protection of Privacy Act* the Province agrees to notify the Agreement Holder prior to the release of any information.
- 15.4 In the event the Agreement Holder receives a request for access to the Province's information under the *Freedom of Information and Protection of Privacy Act* the Agreement Holder agrees to immediately forward the request to the Province's Designated Official.
- 15.5 The Agreement Holder agrees to comply with the directions of the Province with respect to the *Freedom of Information and Protection of Privacy Act*.

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Article 16 – Review of Agreement

- 16.1 The Province and the Agreement Holder agree to review this Agreement.
- 16.2 For any review each Party shall:
- a) notify the other Parties in writing of all matters to be reviewed, together with full written details thereof; and
 - b) deliver the notice and the details to the other Parties no later than one month in advance of the date on which the review is to be conducted, or as otherwise agreed between the Parties.
- 16.3 No amendment to this Agreement arising out of any review shall take effect unless and until a mutual agreement in writing has been duly executed by the parties.

Article 17 – Amendments

- 17.1 This Agreement may be amended at any time with the written consent of the Parties. This Agreement cannot be varied by any oral agreement or representation.
- 17.2 All amendments to this Agreement must be in writing and signed by the Parties and may be effected by an exchange of letters between the Designated Officials.
- 17.3 Changes to the Annual Work Plan must be submitted by the Agreement Holder to the designated officer for review and approval.

Article 18 – Breach and Termination

- 18.1 Subject to Article 8, if, in the Province's sole discretion, the Agreement Holder fails to satisfy the objects set out in Schedule "B", alters the objects set out in Schedule "B" without the consent of the Province, or has otherwise breached any of its obligations pursuant to this Agreement, the Province may give written notice to the Agreement Holder referring to the breach and requiring the Agreement Holder to remedy the breach within a reasonable time in the Province's sole discretion, as so stated in the notice, and to then diligently pursue the remedy of such breach to completion.
- 18.2 Either Party may terminate this Agreement by giving the other Party not less than 60 days written notice.
- 18.3 Within 30 days of the expiry or termination of this Agreement, the Agreement Holder shall:
- a) remove all property belonging to the Agreement Holder or its Representatives from the Site; and
 - b) return all property belonging to the Province.

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Article 19 – General Provisions

- 19.1 No waiver by the Province or the Agreement Holder of any breach of this Agreement is binding unless given in writing. No waiver of any breach of this Agreement shall constitute a waiver of any further breach.
- 19.2 The Agreement Holder shall not assign, transfer, mortgage, sublicense or grant any of its rights under this Agreement.
- 19.3 This Agreement shall be interpreted according to the laws of the Province of Alberta.
- 19.4 If any part of this Agreement is found to be unenforceable, that part shall be considered separate and severable and the other parts shall remain enforceable to the fullest extent permitted by law.

Article 20 – Notices

- 20.1 Written notice terminating this Agreement shall be addressed to the Agreement Holder or the Province at the mailing addresses provided for in Article 7 and shall be personally delivered or sent by registered mail to the Designated Official.
- 20.2 Any other notice, direction, consent or request given by the Agreement Holder or the Province shall be in writing and addressed to the Designated Official of the Agreement Holder or the Province at the mailing address or e-mail address set out in Article 7 and may be sent by personal delivery, registered mail or e-mail.
- 20.3 Notices given by:
 - a) personal delivery will be effective on proof of delivery;
 - b) registered mail will be effective on proof of receipt;
 - c) ordinary mail will be effective 7 Days after the date on which the notice was mailed;
or
 - d) electronic mail will be effective if given in accordance with Article 20.6.
- 20.4 Notwithstanding Article 20.3(b) above, a notice sent by registered mail is not invalid by reason only that:
 - a) the addressee refuses to take delivery of the registered mail; or
 - b) the addressee no longer resides or is not otherwise present at the address and has not provided the other parties with a current mailing address.
- 20.5 Notices permitted to be sent by e-mail may be sent by e-mail if the Agreement Holder and

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the Province has provided an e-mail address pursuant to Article 7 and the notice sent to the Agreement Holder and the Province is sent to the specified e-mail addresses as follows:

- a) the electronic agent receiving the document at that address receives the document in a form that is usable for subsequent reference; and
- b) the sending electronic agent obtains or receives a confirmation that the transmission to the address of the person to be served was successfully completed.

20.6 Electronic notice is effective when the sending electronic agent obtains or receives confirmation of the successfully completed transmission. For the purpose of this Article “electronic agent” means a computer program or any other electronic means used to initiate an act or to respond to electronic information, records or acts, in whole or in part, without review by an individual at the time of the initiation or response.

Article 21 – Execution

21.1 The persons whose signatures appear below hereby certify that they are authorized to execute this Agreement on behalf of the Agreement Holder and AFP.

21.2 The Agreement Holder certifies that the Agreement Holder is authorized to execute this Agreement without affixing a corporate seal.

IN WITNESS WHEREOF the Province and the Agreement Holder have executed this Agreement as of the dates noted below.

HIS MAJESTY THE KING IN RIGHT OF ALBERTA AS REPRESENTED BY THE MINISTER OF FORSTRY AND PARKS

Per: _____
Signature

Print name REAL Manager or Director

Date

THE XXXXX (Agreement Holder)

Per: _____

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Witness

Signature

Print name

Date

DRAFT

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Schedule “A”**Map of work area**

Maps from the applicable Ministerial Order - Trail Designation Order (replaced from time to time) to be included. The MO map may be embedded or clipped into a different map to reflect the work area under this agreement.

Only trails that have been designated under an applicable Ministerial Order - Trail Designation Order may be included in this Agreement.

Schedule “B”**Annual Work Plan (AWP)**

The Agreement Holder is required to collaborate with the Province and submit an AWP to the designated official which describes work within the area described in Schedule A. The AWP must align with any trail, recreation, or other plans approved by the Province, and otherwise align with the Province’s regional objectives and land management outcomes.

The AWP Table lists all of the trails and sites for management under this Agreement. Table will identify work enabled under 207.1 (a) – (e) of the Public Land Administration Regulation or provide details of expected work.

The Agreement Holder may propose activities or actions that they deem essential for success of the Agreement.

AWPs must be submitted by March 31st for summer operations, and September 30th for winter operations.

Annual Work Plan Table				
Trail/Site	Location (if applicable)	Work Description	Timing (Start – End)	Post Season report
List of all trails and sites	PLUZ, RMU,	Examples: - Two inspections (mandatory) - Maintenance (PLAR 207.1) - New		Complete / Not Complete/ Observations

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Schedule “C”

Reporting

The AWP must be reported on annually as part of the reporting requirements in Article 14.

Report to include:

- AWP Table with inspection column to state date inspected, identify issues, and notify if completed or, if not completed, proposed actions.
- Volunteer data including number of volunteers and total volunteer hours.
- All sources of funding directly related to the completed of work.
- Meetings and other relevant interactions with the Province and other users of the land.
- Other information the Agreement Holder deems relevant or important in consultation with the province.

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Lesser Slave River

Request for Decision

Title	Smith Fire Hall Land Acquisition
Date	July 15, 2026
Presented By:	Shari Spencer, Director of Field Services
Attachments	N/A

Proposed Motion	<i>That Council authorizes the purchase of land adjacent to the Smith Fire Hall described as tax roll #042547 for \$24,830, exclusive of GST, for the 2026 capital project #312614A, Smith Fire Hall Replacement Phase A, with funding being allocated from Local Government Fiscal Framework (LGFF).</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

In the 2026 Capital Budget, Council approved \$140,000 for Phase A of the Smith Fire Hall Replacement project. The current fire hall is undersized and in poor condition. The concrete pad requires upgrades and repairs, and the doors do not seal properly, allowing moisture and insects to enter the building. These conditions have contributed to building damage and operational challenges when emergency vehicles must exit quickly. The existing lot is also limited in size, making construction of a larger fire hall on the current site difficult.

In 2024, the MD was informed that land adjacent to the current fire hall site was available for purchase. The additional lot would increase the available land by 9,583 square feet, providing sufficient space to accommodate a three-bay fire hall with training space and a meeting room.



At the June 24, 2026, regular Council meeting, Council directed Administration to offer to purchase the lot for its assessed value of \$24,830. The owner accepted the verbal offer and agreed to allow the MD to purchase the lot.

Administration has previously reviewed other location options, including incorporating a fire hall at the maintenance shop yard, forestry shop, or water plant. Each location has advantages and disadvantages; however, a key concern is that these sites include public-facing or operational areas where emergency response vehicle movements could create safety risks for both the public and responders. The maintenance shop site would also require extensive groundwork and reconfiguration to accommodate a fire hall.

ALTERNATIVE OPTIONS:

Council approval is required to proceed with the purchase of the lot. As an alternative, Council could rescind the offer and direct Administration to continue reviewing other site options.

BENEFIT/RISKS:

If the offer is rescinded and the lot is later determined to be required, the property may no longer be available, or the owner may not be willing to sell at the current assessed value or at all.

The Smith fire hall is overdue for replacement or significant upgrades. Administration has spent time and resources reviewing appropriate site options, and the proposed adjacent lot is the most cost-effective and feasible solution identified to date. Delaying the project may also result in increased future construction and land acquisition costs.

STRATEGIC ALIGNMENT:

This approach aligns with Council's previous direction, including the June 24, 2026 regular Council meeting and the approved 2026 Capital Budget. It also supports the MD's responsibility to provide reliable and efficient emergency response services to residents.

FINANCIAL IMPLICATION:

The \$24,830 purchase price has been accounted for under project #312614A, Smith Fire Hall Replacement Phase A. The project has an approved budget of \$140,000, which is intended to cover the land purchase and related costs, groundwork, and sourcing of a pre-packaged building kit for a fire hall shell. The project is funded through Local Government Fiscal Framework funds.

OTHER CONSIDERATIONS:

The lot and lots surrounding the firehall are zoned Commercial District and no further rezoning will need to be completed.

RECOMMENDED FOLLOW-UP BEFORE FINAL APPROVAL:

- Confirm whether a formal purchase agreement, deposit, closing costs, legal fees, land title fees, or survey requirements should be referenced in the financial implications.
- Confirm whether Council's June 24, 2026, direction should be cited as a motion number, if available.
- Consider attaching a map, assessment information, or site plan if Council would benefit from visual confirmation of the property location.
- Confirm whether "tax roll #042547" is sufficient identification for the property or whether the legal land description should also be included.

COMMUNICATION STRATEGY:

Prepared By: Shari Spencer, Director of Field Services
Reviewed By: Lana McCann, Municipal Clerk & Marilyn Gladue, Executive Assistant
Approved By: Nicky van Deventer, Acting Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Widewater Complex Fence Line Erosion Mitigation
Date:	July 15, 2026
Prepared By:	Shari Spencer, Director of Field Services
Attachments:	Quote to move Fence

Proposed Motion	<i>Move that Council fund the relocation of a portion of fencing due to erosion at the Widewater Complex, with funding up to \$30,000 coming from unallocated surplus funds in the 2026 operating budget.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

In late 2025, Field Services staff observed soft ground conditions and settling along the fenceline at the Widewater Complex adjacent to Nine Mile Creek. The Utilities department confirmed that there are no underground utilities in the area, ruling out leaking infrastructure as a contributing factor. Field Services continued to monitor the area through the spring thaw and determined that the east bank of Nine Mile Creek is eroding. High runoff volumes, combined with heavy precipitation, have worsened the condition to the point that the fence is being undermined, creating both safety and security concerns.



The erosion is not anticipated to impact the building, as the nearest affected area is approximately 50 meters away. However, gaps in the fenceline and sinkholes are creating safety concerns, particularly near the toboggan hill and the camping area behind the building.

OPTIONS:

Relocation: Administration has obtained a budgetary quote of \$28,990 from a local contractor to relocate approximately 690 feet of fence away from the sloughing area. The quote includes reusing the existing fence material where possible. Prior to commencing the work, Administration will obtain additional quotes in accordance with the Procurement of Goods and Services Policy. Relocating the fence may affect use of the toboggan hill, and some earthwork and landscaping may be required to ensure the hill remains safe and usable. This work can be completed internally in the fall or spring.

Status Quo: Continue site monitoring to determine the rate of erosion or completing a geotechnical investigation to assess whether soil conditions are expected to change significantly.

Removal: Removing the portion of the fence and leaving the space open may lead to increase in vandalism of the area.

BENEFIT/RISKS:

The Widewater Complex, including the toboggan hill, is used regularly by the community, including the South Shore Children's Association. The MD has a responsibility to support public safety, maintain site security, and limit organizational liability. The complex is the most frequently used MD facility and is regularly booked for weddings and other celebrations. A fence in poor condition may negatively affect the appearance, safety, and value of the facility for public use and private events. Relocating the fence provides an immediate and practical response to the identified safety and security concerns.

Leaving the fence in its current condition may expose the MD to liability in the event of an incident and leaves the complex more vulnerable to vandalism or theft. In addition, costs may continue to increase, and the issue will likely need to be addressed in the future.

Geotechnical investigations are costly. Based on the site topography, which is generally flat, dry, and sandy, there are no current indicators that would suggest an immediate need for this level of investigation. Administration has the capacity to continue monitoring the site through regular drone surveys and has already begun compiling data. The data indicates a significant change between 2024 and 2025, with less change observed between 2025 and 2026 despite a higher water table. If future monitoring identifies significant additional movement, a geotechnical investigation may be warranted at that time.

STRATEGIC ALIGNMENT:

This recommendation supports the MD's responsibility to maintain safe, secure, and functional public infrastructure while limiting organizational liability.

FINANCIAL IMPLICATION:

The 2026 operating budget includes \$4,000 for contracted services at the Widewater Complex and \$15,000 for building repairs. The proposed fence relocation would exceed the approved facility maintenance budget and would leave no remaining funds for planned preventative maintenance or inspections. For this reason, Administration recommends that the estimated \$28,990 cost be funded from unallocated surplus funds in the 2026 operating budget.

COMMUNICATION STRATEGY:

Public communications will be issued regarding the planned work and advising users to exercise caution in the affected areas.

Prepared By:	Shari Spencer, Director of Field Services
Reviewed By:	Lana McCann, Municipal Clerk & Marilyn Gladue, Executive Assistant
Approved By:	Nicky van Deventer, Acting Chief Administrative Officer

FENCE QUOTATION**TOPLINE FENCING LTD.****250-300-6982****"Proudly Serving Northern Canada"****Email: CRAIGMOULAND@GMAIL.COM**

CUSTOMER: MD OF SMITH	Phone:	Date: MAY 22, 2026
ATTN: GRANT	Email:	Quote Number: GM-102-26
	Project: SMITH DAY CARE	

TYPE OF FENCE COMMERCIAL	CHAIN LINK TYPE 9 GA X 2 GALV	HEIGHT 6 FT FFH KK	LINEPOSTS 2 3/8	TOP-RAIL 1 5/8
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Quantity	Material	Price
690 FT 4 4 M	LINE FENCE: LINE POST, CHAIN LINK, TOP RAIL, EYE TOPS, 9 GA GALVANIZED BOTTOM WIRE, TIE WIRES AND HOG RINGS. LINE POST SPACED AT 10 FT. 3 1/2 SCH 40 TERMINAL POST – CORNERS 25 MPA FACTORY CONCRETE SCOPE: TO SUPPLY LABOUR, MATERIAL AND EQUIPMENT FOR THE INSTALLATION OF LINE FENCE FOR DAY CARE. NO GATES QUOTED. AREA MUST BE STAKED OUT PRIOR TO CREW ARRIVAL WITH ENDS AND CORNERS MARKED OUT. FENCE LINE MUST BE CLEARED OF OBSTACLES. TAILINGS TO BE SPREAD AROUND POST BUT CAN BE REMOVED FROM SITE FOR AN ADDITIONAL COST TO THE QUOTE. THERE MUST BE FULL AND CLEAR ACCESS FOR A SKID STEER. NORMAL DIGGING CONDITIONS HAVE BEEN QUOTED. IF A HYDROVAC IS REQUIRED THAT WILL BE ADDITIONAL TO THE QUOTE. FIRST CALLS REQUIRED. IF PRIVATE CALLS ARE REQUIRED THAT WILL BE ADDITIONAL TO THE QUOTE. ANY DELAY ON SITE AT NO FAULT OF TOPLINE FENCING WILL RESULT IN ADDITIONAL CHARGES TO THE QUOTE. *IF THERE ARE TELUS UTILITIES A PRIVATE CALL WILL BE REQUIRED AS TELUS NO LONGER LOCATES THEIR LINES AND THIS IS A REQUIREMENT***** *GST ADDITIONAL TO QUOTE. QUOTE VALID FOR 30 DAYS* 50% DEPOSIT MAY BE REQUIRED*	

MATERIAL:\$14,650.00**LABOUR:\$14,340.00****TOTAL:\$28,990.00****CUSTOMER SIG NATURE:** _____**DATE:** _____

Council Date	Agenda Category	Status	Council Motion / Direction	Staff Lead	Comments	Item
24 Jun 2026	Administration	Completed	Moved by Councillor Melzer that Council appoint Reeve, Deputy Reeve and all Councillors to the CAO Performance Review Committee in accordance with Bylaw 2024-12 Section3.	Nicky Van Deventer		297-26
24 Jun 2026	Administration	Completed	Moved by Councillor Melzer that Council participates in a Municipal AI Session to be scheduled by Administration.	Marilyn Gladue	Scheduled for July 10 online	298-26
24 Jun 2026	Administration		Moved by Councillor Vanhill to postpone the Slave Lake Boat Launch Repairs until after the July 13, 2026, Inter-Municipal Meeting and bring back to the July 15, 2026, Regular Meeting of Council	Kevin Gannon		301-26
24 Jun 2026	Administration		Moved by Councillor Melzer that Administration add the Slave Lake Boat Launch Repairs to the July 13, 2026, Inter-Municipal Meeting agenda.	Kevin Gannon		302-26
24 Jun 2026	Transportation	In Progress	Moved by Councillor Pearson that council direct Administration to proceed with reclamation of the existing hot oil surface on sections completed in 2019 on Southshore Drive and allow the Surface to deteriorate to a gravel state naturally.	Shari Spencer	Have started to touch up, but haven't done a full reclamation yet	303-26
24 Jun 2026	Administration		Moved by Deputy Reeve Seatter that Council direct Administration to bring forward proposals for the development of a Roads Master Plan as part of the 2027 Capital Budget deliberations.	Kevin Gannon		304-26
24 Jun 2026	Administration		Moved by Councillor Vanhill that Council direct Administration to review the current governance framework and bring forward recommendations, including potential amendments to the Orgaization and Procedural Bylaw and the creation of Governance Model to the September 16th, 2026, Committee of the Whole Meeting.	Kevin Gannon		305-26

24 Jun 2026	Administration		Moved by Deputy Reeve Seatter that Council direct Administration to research the Fire Recovery Program and bring back a report on findings to a future emeting of Council.	Kevin Gannon		306-25
24 Jun 2026	Administration		Moved by Councillor that Council direct Administration to negotiate a short-term lease agreement with Chad Caron, Chad's Caddie Shack, within the MD owned land at Old Town.	Kevin Gannon		310-26
24 Jun 2026	Administration		Moved by Councillor Vanhill that Council direct Administration to bring forward all MD Properties and proposed option to liquidate existing assets.	Kevin Gannon		311-26
10 Jun 2026	Planning & Development	In Progress	Moved by Councillor Colborne that Council authorizes Administration to place a restrictive covenant on the parcel legally described as SW-23-71-1 W5M (title #252 216 074) to create a 20m buffer between Residential Serviced lots and the Community Facilities lot as shown within this document.	Ann Holden	The caveat has been signed and sent to the land title office	263-26
10 Jun 2026	Transportation	In Progress	Moved by Deputy Reeve Seatter to direct Administration to prepare a Driveway Winter Maintenance Notification strategy and to bring back to Council for review	Shari Spencer	Working with communications team	270-26
10 Jun 2026	Finance		Moved by Councillor Pearson that Council approve the termination of the Master Agreement for the Lesser Slave Regional Visitor Information Centre with the Town of Slave Lake and pay the Town of Slave Lake 50% of the appraised property value, totaling \$642,500.00, to be funded through the Buildings and Facilities capital reserve as approved in the 2026 Capital Budget.	Kevin Gannon		271-26

10 Jun 2026	Transportation	In Progress	Moved by Councillor Pearson that Council direct Administration to bring back options to lease the lots, in Old Town area, to a developer through a public process to a future council meeting.	Shari Spencer	Negotiating the lease with the developer. SLT is working on a strategy for the remaining lots	274-26
10 Jun 2026	Administration		Moved by Deputy Reeve Seatter that Council direct Administration to bring back a proposal for the park and day use areas in Old Town to a future meeting	Kevin Gannon		275-26
10 Jun 2026	Administration		Moved by Councillor Vanhill that Council direct Administration to bring back a proposal for redevelopment in the Old Town area to a future meeting.	Kevin Gannon		276-26
10 Jun 2026	Administration		Moved by Councillor Pearson that Council direct Administration to proceed with a day use area in Old Town area with a value of \$10,000.00 to be funded from Council Initiative fund.	Kevin Gannon		277-26
10 Jun 2026	Field Services	In Progress	Moved by Councillor Melzer to receive the Smith Community Complex Fencing Changes for information, and further direct Administration to further investigate option three as presented in report, with local community groups.	Shari Spencer	Arranging meetings with community stakeholders	278-26
10 Jun 2026	Field Services	In Progress	Moved by Councillor Melzer that Council approve an additional allocation to the 2026 Capital Budget for the Slave Lake Administration Office Concrete Repairs project not to exceed \$25,000.00 to be funded from the Buildings and Facilities Reserve.	Shari Spencer	Procurement process is underway, additional contractors are difficult to find	279-26

10 Jun 2026	Field Services	In Progress	Moved by Councillor Pearson that Council direct Administration to bring the Slave Lake Administration Office additional building concrete repairs to the 2027 budget deliberations.	Shari Spencer	Will be brought forward in the 2027 Capital Budget Deliberations	280-26
10 Jun 2026	Corporate Services	Completed	Moved by Deputy Reeve Seatter that Council approve funding of up to \$2,000.00 from the Community Initiative Fund for the Smith Fall Fair.	Nicky Van Deventer		285-26
10 Jun 2026	Administration		Moved by Councillor Pearson that Council direct Administration to bring back the Communication Policy for review at the next Committee of the Whole Meeting.	Kevin Gannon		291-26
10 Jun 2026	Administration		Moved by Councillor Pearson that Council direct Administration to bring back the Request For Decision process for review	Kevin Gannon		292-26
27 May 2026	Administration	In Progress	Moved by Councillor Vanhill that Council approve an in-person governance presentation with Mr. Solowan in the amount of \$5,000.00 to be funded from Council Training Budget. Furthermore, that Council rescind motion #118-26 which Council approved an in-person presentation with George Cuff in partnership with 3 other municipalities and to contribute \$5,000.00 each in the cost of \$20,000.00 to be funded from Council Training Budget.	Kevin Gannon	Dates have been scheduled as follows: - June 26 Governance Session July 23 Procurement Session	221-26

27 May 2026	Transportation	Completed	Moved by Councillor Melzer that Council receive the 2026 Mower Purchase from Horizon Ag & Turf for \$47,964.00 exclusive of GST funded from the Equipment Reserve for information.	Shari Spencer	Mowers were delivered in early June, have been commissioned and are in use	228-26
27 May 2026	Transportation	In Progress	Moved by Deputy Reeve Seatter to postpone the Fire Truck Disposal Item and direct Administration to investigate further fire truck disposal options and bring back report to the next Regular Council meeting.	Shari Spencer	In Progress- Will be brought back for the July 15th meeting	231-26
27 May 2026	Planning & Development	Completed	Moved by Councillor Pearson that Council direct Administration to work collaboratively with the Applicant of Bylaw 2026-02 and present recommended bylaw amendments to Council for further review and consideration prior to third ready.	Ann Holden	Restrictive covenant	233-26
27 May 2026	Administration	Completed	Moved by Council Melzer that Council upon review of REC-72-09 Cemetery Grant Funding Policy and the amendments presented be approved.	Nicky Van Deventer	Signed and posted to website	236-26
27 May 2026	Administration	In Progress	Moved by Councillor Pearson that Council directs Administration to bring back the Recreation Grant Funding Policies to a future Council meeting for review.	Nicky Van Deventer	Will be brought to the next Regular Meeting in August.	237-26
27 May 2026	Transportation	In Progress	Moved by Deputy Reeve Seatter to approve the bridge evaluation work as proposed by Associated Engineering for \$53,311.00 exclusive of GST to be funded from the Flood Mitigation budget GL #2-24-10-00-259 in the 2026 operational budget.	Shari Spencer	Contract has been signed, work has been scheduled for later in the summer when the water is lower	239-26
27 May 2026	Administration	Not Started	Moved by Councillor Vanhill that Council approve the request from the Canyon Creek Recreation Association to build a deck as detailed within the Request For Decision.	Kevin Gannon		241-26
27 May 2026	Administration	Not Started	Moved by Councillor Pearson that Council directs Administration to prepare a signed agreement with the Canyon Creek Recreation Association that the deck will be constructed with treated wood and once complete it will be a Municipal District of Lesser Slave River #124 asset.	Kevin Gannon		241-26

27 May 2026	Administration	Completed	Moved by Council Pearson that Council approve the purchase of the information technology equipment at a cost not to exceed \$2,000.00 per Councillor per term, to be acquired either by Administration or by individual Council members, with reimbursement provided upon submission of receipts.	Nicky Van Deventer		242-26
27 May 2026	Utilities	In Progress	Moved by Councillor Melzer that Council approves the funding for the repairs of the Town of Slave Truck Fill Station in the amount not to exceed \$17,500.00 to be funded through the Water Reserve.	Kevin Gannon	Awaiting an invoice from the Town of Slave Lake (June 1, 2026)	243-26
27 May 2026	Administration	Completed	Moved by Deputy Reeve Seatter that Council direct Administration to pay the Library Board an amount in line with the Agreement to Establish an Intermunicipal Library Board mad 11 December 2012.	Kristen Schalin	Invoice was received and payment made.	246-26
27 May 2026	Administration	Completed	Moved by Councillor Pearson, as discussed (Closed), that Council approve the term of the lease agreement be amended for the lands referenced as the Wagner Subdivision with Unlimited Access and Exploration Incorporated O/A Travelling Timbers to commence on January 1, 2025, and continue for a period of ten (10) years ending on December 31, 2034 with the option for a five (5) year extension	Nicky Van Deventer		247-26
27 May 2026	Administration	Not Started	Moved by Councillor Colborne that Council direct Administration to bring back Memorandum of Understanding agreements regarding Municipal District Facilities to a future Committee of the Whole meeting for review.	Kevin Gannon		248-26
27 May 2026	Field Services	In Progress	Moved by Councillor Colborne that Council direct Administration to advise the Contractor responsible for the fiber optic installation within the Municipal District Right of Ways to undertake a comprehensive clean-up of all affected areas.	Shari Spencer	The Contractor has been informed that this must be completed by July 15th or the MD will undertake the work and bill the company back	249-26

22 Apr 2026	Transportation	In Progress	Moved by Deputy Reeve Seatter to approve the joint purchase with the Town of Slave Lake of a ladder truck for the Lesser Slave Regional Fire Services up to a total maximum of \$2,000,000 to be funded from the Fire Protection Capital Reserve.	Shari Spencer	The Fire Services is compiling a procurement document in line with policy	190-26
22 Apr 2026	Administration	Completed	Moved by Councillor Pearson that Council approves the amendment to the Organizational Structure by replacing the currently approved Director and Coordinator positions with two Manger-level positions, as presented and furthermore, bring updated Organizational Chart that reflects the change to a future meeting.	Nicky Van Deventer		195-26
22 Apr 2026	Transportation	In Progress	Moved by Councillor Pearson to approve the purchase of a new tandem axle highway tractor from Diamond International Trucks Ltd. For \$242,330.85 exclusive of GST to be funded from the Equipment Reserve as per the 2026 Capital Budget.	Shari Spencer	The truck has been ordered and delivery is anticipated during Q3 of 2026	196-26
22 Apr 2026	Administration	Not Started	Moved by Deputy Reeve Seatter to direct Administration to have a new construction assessment completed on the Kingston/Mitsue property and bring back to a future meeting.	Kevin Gannon		210-26
16 Apr 2026	Administration	Completed	Moved by Councillor Melzer that Council accept the Cemetery Grant Funding & Community Assistance Grant Policies for information and to bring back the amended Cemetery Grant Funding Policy to a future Council meeting. Amendment – “include requirements for funding reports.”	Nicky Van Deventer		COW 012-26
16 Apr 2026	Administration	Completed	Moved by Councillor Pearson that Council is willing to discuss Travelling Timbers Lease Agreement extension from 5 or 10 years.	Nicky Van Deventer		COW 020-26
08 Apr 2026	Administration	Not Started	Moved by Councillor Pearson to direct Administration to establish a process for the distribution of correspondence that requires Council’s review.	Kevin Gannon		176-26

08 Apr 2026	Administration	Not Started	Moved by Councillor Pearson to direct Administration to bring the Organizational and Procedural Bylaw forward to a Committee of the Whole meeting of Council for review.	Kevin Gannon		179-26
25 Mar 2026	Transportation	Completed	Moved by Deputy Reeve Seatter to approve the purchase of (5) half-ton pick-up trucks from Wolfe Chevrolet Edmonton for \$263,735 plus GST to be funded from the Vehicle Reserve as per the approved 2026 Capital Budget.	Shari Spencer	Trucks arrived on June 30, 2026. They are being commissioned so that they can be deployed in the fleet	139-26
25 Mar 2026	Administration	Not Started	Moved by Councillor Vanhill to direct Administration to bring back a proposal on ratepayer events and to have staff participate in the Smith Showcasing event being held on October 17, 2026, at the Smith Community Complex.	Kevin Gannon		142-26
25 Mar 2026	Rural Services	Not Started	Moved by Deputy Reeve Seatter to direct Administration to provide an overview on the portfolio taking into consideration Flatbush and Smith on how they tie in and bring back a report with the findings and potential options.	Kevin Gannon		146-26
25 Mar 2026	Rural Services	In Progress	Moved by Councillor Snowden to direct Administration to provide a condition assessment for the Flatbush and Smith Libraries and to perform any maintenance issues/concerns within the approved budget.	Shari Spencer	Repairs at the Flatbush library are complete, and Smith has been assessed. Once a new window is installed this will be complete.	147-26
25 Mar 2026	Rural Services	In Progress	Moved by Councillor Melzer to have Administration create and place a Library directional sign on the Flatbush Community Complex sign.	Shari Spencer	The sign has been dropped off at a local vendor to have "Library" added to it.	148-26
11 Mar 2026	Administration	Completed	Moved by Councillor Melzer direct Administration to proceed with the purchase of iPads and accessories for those Councillors whom prefer that device and return previously purchased laptops and accessories to Administration. Further, that Administration provide “SIM cards” to Councillors that prefer to continue with the use of laptops.	Nicky Van Deventer		110-26

11 Mar 2026	Transportation	Completed	Moved by Deputy Reeve Seatter to approve the purchase of a CAT 150-15 Motor Grader from Finning Canada for \$621,800 plus GST to be funded from the Transportation Capital Reserve.	Shari Spencer	Grader was delivered July 2, 2023	112-26
11 Mar 2026	Administration	In Progress	Moved by Deputy Reeve Seatter that the (MGA) Financial Disclosure Requirements be brought back prior to the next budget meeting.	Kevin Gannon		117-26
11 Mar 2026	Administration	In Progress	Moved by Councillor Pearson that Council approve an in-person presentation with George Cuff in partnership with 3 other Municipalities and to contribute \$5,000 each to the cost of \$20,000 to be funded from Council Training Budget.	Kevin Gannon		118-26
11 Mar 2026	Utilities	In Progress	Moved by Councillor Pearson to direct Administration to bring back remediation of the overfilling on the Raw Water Treatment Plant in Canyon Creek.	Jeremy Dumaresque	redundancy items are being introduced during the canyon upgrade project (June 1 2026)	121-26
11 Mar 2026	Administration	In Progress	Moved by Councillor Vanhill that Council directs Administration to prepare a draft a letter expressing gratitude to all those involved for approval of the Smith Bridge funds per the 2026 Provincial Budget release.	Kevin Gannon		123-26
11 Feb 2026	Finance	In Progress	Moved by Councillor Pearson that Council appoint Kevin Gannon (Chief Administrative Officer) and Kristen Schalin (Director of Finance) as the Municipal District of Lesser Slave River No. 124 authorized representatives for the Canada Revenue Agency (CRA) for legal representation and signing authority for Business ID 139737175 – MDLSR in accordance with CRA requirements and that all previous signing authority appointments by rescinded.	Kristen Schalin	Working on updating Kevin as authorized representative	066-26
11 Feb 2026	Administration	In Progress	Moved by Councillor Vanhill that Administration request the Canyon Creek Recreation Association brings back the proposal to a future Council meeting. CARRIED Recorded Vote: 5 in Favor (Seatter, Vanhill, Snowden, Melzer, Colborne) 1 Against (Pearson)	Kevin Gannon		074-26

11 Feb 2026	Administration	Completed	Moved by Councillor Melzer to direct Administration to bring back REC-72-09 Cemetery Grant Funding Policy and REC-72-02 Community Assistance Board Policy to the next Committee of the Whole meeting for review.	Nicky Van Deventer		079-26
28 Jan 2026	Transportation	In Progress	Moved by Councillor Pearson that Council direct Administration to place speed limit signage along the Southshore Estates Drainage Ditch and incorporate mowing into their 2026 landscape program.	Shari Spencer	Now that the Spring Thaw is complete, this work will be scheduled into operations	031-26
14 Jan 2026	Transportation	In Progress	Moved by Councillor Pearson to approve True North Engineering Ltd.'s proposal for engineering oversight of the procurement and installation of a temporary bridge at the Muskeg Creek (BF06603) site for \$19,845.00 to be funded from the 2026 Capital Budget.	Shari Spencer	Bridge has been procured, installation is being planned	016-26
18 Dec 2025	Utilities	In Progress	Moved by Councillor Vanhill that Council directs Administration to proceed with Smith Water Treatment Plant Pre-treatment Upgrade project. Engineering to continue as scheduled and proceed with procurement of the long lead equipment immediately and then tendering of the construction scope of work in early 2026, for a total revised estimated project cost from \$4,293,000 to \$6,293,000. The source of the additional funds will be determined once the outcome of the AMWWP Grant Application is known.	Jeremy Dumaesque	The engineering and design is at the 90% stage now and we just recieved the 90% cost estimate from sure form on June 19 the cost estimate is within 10% of the 60% cost estimate. allowing us to award the contract (July 7th)	575-25
18 Dec 2025	Utilities	In Progress	Moved by Councillor Pearson that Council directs administration to proceed with the Canyon Creek Water Treatment Plant project upgrade and continue with the source of the funds will be determined once the outcome of the AMWWP Grant Application is known.	Jeremy Dumaesque	This project is currently at 60% engineering and 60% design phase	576-25
18 Dec 2025	Finance	In Progress	Moved by Councillor Melzer that Council approve the disposal of a portion of SE-23-71-1 W5M as described as Lot 2 in Smith Sketch (0.5 Acres or 21,780 sq. ft more or less.) for \$1 to the Resident.	Kristen Schalin	Disposal is dependent on completion of subdivision. Waiting for confirmation from plannign and development.	591-25

18 Dec 2025	Planning & Development	Completed	Moved by Councillor Vanhill that Council direct Administration to have Lot 2 Smith Sketch surveyed by contracted license surveyor.	Ann Holden	Subdivision was endorsed in June and are currently being registered in land titles	593-25
12 Dec 2025	Utilities	In Progress	Moved by Councillor Melzer to accept the report as information and direct Administration to research plant process Upgrades/Options and associated estimated costs, inclusive of the Mitsue Water Intake and bring back to a future Council meeting.	Jeremy Dumaresque	Feasabilty study has been completed. To be brought forward at a future council meeting for review and decision (June 1 2026)	568-25
11 Dec 2025	Administration	In Progress	Moved by Councillor Melzer to direct Administration to bring back the Smith Subdivision concept plan as drafted/amended and attached for the consideration of application process approval to the next regular Council meeting.	Kevin Gannon		COW 135-25
03 Dec 2025	Transportation	In Progress	Moved by Councillor Pearson to award the gravel crushing contract to Memevic Construction Ltd. For \$1,468,900. Exclusive of GST to be funded from the 2026 Operational Budget (GL #2-32-18-63/66/68-259).	Shari Spencer	Gravel Crushing is underway Mitsue is complete, and the crusher has moved to Smith and anticipates finishing in the next week, weather depending	555-25
03 Dec 2025	Administration	In Progress	Moved by Councillor Pearson that the Direct Control of Land be brought back to a future Committee of the Whole meeting to confirm if in compliance	Kevin Gannon		559-25
12 Nov 2025	Utilities	In Progress	Moved by Deputy Reeve Seatter to award Lambourne Environmental the Utility Pond Dredging Contract for \$369,200.00 plus GST, as per our Procurement Policy and the approved 2025 Capital Project #412501.	Jeremy Dumaresque	equipment is on site at the canyon facility and started setting up (July 7th)	533-25
12 Nov 2025	Planning & Development	In Progress	Moved by Councillor Melzer to Draft a Land Use Amendment that no Development Permits are to be issued on properties that are under an compliance order, from other Municipal bylaws.	Ann Holden		542-25
08 Oct 2025	Transportation	Completed	Moved by Councillor Seatter that Council award the contract for the roadside brushing program to Birch Tree Services for \$97,230 to be funded through the 2025 operational budget (GL#2-32-14-63-259, 2-32-14-66-259 AND 2-32-14-68-259).	Shari Spencer		470-25

08 Oct 2025	Administration	In Progress	Moved by Councillor Pearson to table the Fire Services Agreement to a future Council Meeting.	Kevin Gannon	472-25
08 Oct 2025	Administration	In Progress	Moved by Deputy Reeve McCann to provide Travelling Timbers with a Letter of Support to accompany their application for The Product Development Fund and schedule a date with new Council to tour the Timber Shores.	Kevin Gannon	477-25
26 Mar 2025	Administration	In Progress	Moved by Deputy Reeve McCann that the Municipal District of Lesser Slave River No. 124 proceed with an application for a disposition on the lands located at Marten Beach and Broken Paddle to support the establishment of a Fireguard under the Forest Resource Improvement Association of Alberta (FRIAA) program	Nicky Van Deventer	131-25



Construction and Maintenance
North Central Region
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June 29, 2026

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

Dear Reeve Kerik:

Thank you for your municipality's recent application to the 2026 intake of the Strategic Transportation Infrastructure Program (STIP) and the Alberta Municipal Water/Wastewater Partnership (AMWWP), administered by the Ministry of Transportation and Economic Corridors (TEC).

Alberta's government recognizes rural bridges, roads, and water/wastewater infrastructure are vital to the provincial economy as they support access to the province's natural resources and play an important role in connecting Albertans to work, school, and recreation opportunities. TEC's Strategic Transportation Infrastructure Program, Alberta Municipal Water Wastewater Partnership and Water for Life grant applications consider a number of criteria such as technical assessment, readiness, and condition.

The evaluation process has recently been completed and unfortunately the following projects were not approved for funding at this time:

- BF 70060 Bridge Rehabilitation
- BF 06603 Bridge Replacement
- BF 72768 Bridge Rehabilitation
- Mitsue Paving
- Cost Escalation - Hamlet of Smith
- Southshore Water Reclamation Facility Sludge Management

This year's intake was highly competitive, and available funding was exceeded by the volume of applications received. As a result, not all project applications could be approved. While your projects were not approved for funding this year, we request that you provide updates on cost, scope, and scheduling changes as part of the application process for the next intake cycle, which closes on November 30, 2026.

Classification: Protected A

We appreciate the time and effort that went into your submission. Your ongoing commitment to enhancing local infrastructure supports the long-term safety, efficiency, and sustainability of Alberta's communities.

If you have questions or would like to discuss future opportunities, please contact Waleed Phulpoto, Junior Infrastructure Engineer at 780-914-4452 or Waleed.Phulpoto@gov.ab.ca.

Regards,

Michael Botros, P.Eng.
Regional Director

cc: Rob Huston, Infrastructure Manager
Waleed Phulpoto, Junior Infrastructure Engineer

Classification: Protected A