



AGENDA

Municipal District #124 Regular Council
Wednesday, May 22, 2019 - 6:00 PM - Smith

Page

CALL TO ORDER

ADOPTION OF AGENDA

DELEGATIONS

- 3.1 Aspen View School Division No. 78 (6:00 p.m.) 3 - 4

ADOPTION OF MINUTES

- 4.1 Adoption of the May 8, 2019 Council Minutes 5 - 8
4.2 Adoption of the May 8, 2019 Community Assistance Board Minutes 9 - 11

ADMINISTRATION

- 5.1 Open Question and Answer Period
5.2 Flood Mitigation Scoping and Design for Marten Beach and Eating Creek
Proposals to Be Presented

AGRICULTURE

- 6.1 2018 Agricultural Service Board Business Plan Report & 2019 Update (*To Be Presented*)
6.2 Weed Inspection & Control Policy J.2 12 - 17
6.3 Weed Control Partnership Program Policy J. 15 18 - 23
6.4 Agricultural Acts Appeal Panel Policy J.18 24 - 39

FINANCE

- 7.1 Finance Report 40 - 45
7.2 Cheque Registers 46 - 54

TRANSPORTATION

- 8.1 Dust Control - Willow Lane 55 - 63

BOARD REPORTS

- 9.1 Reports from May 8 to May 22 64

ADJOURNMENT



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 for clarification.
- If you will be providing supporting documentation, such as a PowerPoint presentation, you are required to submit the documents no later than 4:30 pm on the Wednesday prior to the meeting. PowerPoint presentations are limited to a maximum of ten slides.
- In order to schedule a date to appear before Council, delegations must provide the information on the attached form. This information will be included in the agenda. The provision of this information clarifies the purpose of the delegation for Council and allows Council Members to become familiar with your topic and obtain any necessary background information.
- Your address will be included with your delegation information and circulated to Council; if you do not wish your address to be included in the public agenda, please advise the Executive Assistant.

LEGISLATION: 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

Aspen View Public School Division No. 78

TOPIC OF DISCUSSION

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

Update on rural education

PURPOSE OF PRESENTATION

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

information purpose only

ACTIVITIES TO DATE RELEVANT TO THIS MATTER

Attach additional information if required.

CONTACT PERSON (If different from above)

Tammy Ledieu

PHONE

780-675-7080 x11

EMAIL

tammy.ledieu@aspensview.org

ADDRESS

3600 48th Avenue

COUNCIL MEETING DAY REQUESTED

May 22 in Smith



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

APPEARANCE DATE (IF APPLICABLE)

APPLICANT INFORMED OF DECISION ON (DATE)

BY (SIGNATURE) _____

DATE

BY (SIGNATURE)

MINUTES

**Council Meeting
Municipal District of Lesser Slave River No. 124
May 8, 2019
M.D. Council Chambers, Slave Lake, AB**

MEMBERS PRESENT Murray Kerik - Reeve
Becky Peiffer - Division 1
Sandra Melzer - Division 1
Robert Esau - Division 1
Jeff Commins - Division 2

MEMBERS ABSENT Brian Rosche - Division 2
Brad Pearson - Division 2

IN ATTENDANCE Allan Winarski - Chief Administrative Officer, MD LSR
Lana Spencer - Recording Secretary, MD LSR
Jamie Coutts - Chief, Regional Fire Service
H&H Bartlett - Widewater Athletic Association (WWAA)
Angeline Blackmore - Health & Safety Coordinator
Bill Klassen - Director of Transportation & Infrastructure, MD LSR
Russ Jassman - Director of Rural Services, MD LSR
Joe McWilliams - Lakeside Leader

CALL TO ORDER Reeve Kerik called the meeting to order at 10:03 a.m.

ADOPTION OF AGENDA

MOTION 145-19

Moved by Councillor Peiffer to adopt the Agenda with the following additions:

- Widewater Sports Daze Update
- Gilwood Golf & Country Club Tax Relief
- Update Developers Agreement Revision(s)

CARRIED (5-0)

DELEGATIONS

REGIONAL FIRE SERVICE - CHIEF JAMIE COUTTS

Chief Coutts provided Council with an update on the fire service:

- Calls Update – bulk of calls Motor Vehicle Accidents
- Staff/Volunteer Capacity
- FireSmart Clean-up (Golf/Summerwood, Marten Beach,)
- May 11th, Disaster Village – Open House
- May 25th, Road to Mental Readiness
- June 8th, Water Day Training – 60 Firefighters/Trucks

Council thanked Chief Coutts and the department for their hard work and dedication.

MOTION 146-19

Moved by Councillor Esau to accept the *Regional Fire Service* delegation as information.

CARRIED (5-0)

ADOPTION OF MINUTES

MOTION 147-19

Moved by Councillor Melzer to adopt the *May 8, 2019 Council Minutes* as presented.

CARRIED (5-0)

ADMINISTRATION

WIDEWATER SPORTS DAYS UPDATE

Harry and Heather Bartlett provided Council with an update for the 60th Widewater Sports Days being held on June 6 – 9 at the Widewater Complex/Ball Diamonds. This year will be the usual ball tournaments with an addition of a homecoming event.

Administration confirmed that they would notify the RCMP/MD Peace Officer of the event and request extra presence in the area for that weekend.

MOTION 148-19

Moved by Councillor Melzer to accept the *Widewater Sports Daze Update* as information.

CARRIED (5-0)

LETTER OF SUPPORT – NORTHERN LAKES COLLEGE

Northern Lakes College is proposing new Computer Networking Programs:

- Computer Networking Specialist
- Network Professional

They have requested a letter of support for the proposed programs from the Municipal District of Lesser Slave River.

MOTION 149-19

Moved by Councillor Melzer to provide Northern Lakes College with a letter of support proposed to facilitate two new computer networking programs.

CARRIED (5-0)

EXPRESSION OF INTEREST RESULTS – FLOOD MITIGATION SCOPING AND DESIGN FOR MARTEN BEACH AND EATING CREEK

Administration advised that they received eight (8) responses to the expression of interest and shortlisted down to three potential engineering firms.

Administration has requested from the shortlisted firms to provide pricing. The results will be presented at the next Council meeting.

Administration advised Council that they met with members of the Marten Beach Cottagers Association on May 7th to discuss the status of the expression of interest and confirmed that they will continue to engage them throughout the project.

MOTION 150-19

Moved by Councillor Commins to accept the *Expression of Interest Results – Flood Mitigation Scoping and Design for Marten Beach and Eating Creek* as information.

CARRIED (5-0)

2018 SAFETY REPORT

A. Blackmore provided Council with the 2018 Safety Report highlighting on changes in the Alberta Occupational Health and Safety and Partnership in Injury Reduction Standards as well as the internal audit, incidents, and preventative work practices.

MOTION 151-19

Moved by Councillor Melzer to accept the *2018 Safety Report* as information.

CARRIED (5-0)

TAXATION

GILWOOD GOLF AND COUNTRY CLUB REQUEST FOR TAX RELIEF

Administration advised that Gilwood Golf and Country Club is pursuing similar treatment for taxation relief as provided by Council in 2018. The course is a hub of seasonal activity for regional citizens and is engaged in youth activities.

MOTION 152-19

Moved by Councillor Esau to table *Gilwood Golf and Country Club Request for Tax Relief* until later in the meeting.

CARRIED (5-0)

**PLANNING &
DEVELOPMENT**

DEVELOPERS AGREEMENT UPDATE

Administration advised that they queried legal on issues brought up at the last Council meeting. With the advice given, Administration updated the Developers Agreement with the addition of Section 2.11 Certificate of Insurance.

MOTION 153-19

Moved by Councillor Commins to accept the updated Developers Agreement as information .

CARRIED (5-0)

AGRICULTURE

APPOINTMENT OF WEED INSPECTORS AND PEST INSPECTORS

As per the Weed Control Act and the Agricultural Pests Act, the local authority (Council) shall appoint sufficient inspectors to enforce and monitor compliance with these Acts within the municipality. The Rural Services Department has hired two seasonal employees to carry out work under both acts. They are:

- Chantelle Whyte – Weed & Pest Inspector
- Michael Vance – Weed & Pest Inspector

MOTION 154-19

Moved by Councillor Esau to appoint Chantelle Whyte and Michael Vance as Weed and Pest Inspectors for the 2019 season.

CARRIED (5-0)

TAXATION

GILWOOD GOLF AND COUNTRY CLUB REQUEST FOR TAX RELIEF

Administration provided an overview of the Gilwood Golf and Country Club's 2018 Financial Statements.

MOTION 155-19

Moved by Councillor Peiffer that the MD of Lesser Slave River will exercise its authority under Section 347 of the Municipal Government Act to cancel the 2019 property tax levy of \$5,330.71 of the Gilwood Golf and Country Club to support its continued sustainability and encourage the Town of Slave Lake to fund a similar amount.

Councillor Esau requested a recorded vote:

For: Reeve Kerik, Councillor Melzer, Peiffer and Commins

Against: Councillor Esau

CARRIED (4-1)

FINANCE

CHEQUE REGISTERS

MOTION 156-19

Moved by Councillor Melzer to accept the *Cheque Registers* as information.

CARRIED (5-0)

BOARD REPORTS

Athabasca Regional Waste Management Commission

- Annual Audit Report
- Regional Landfill Capacity Report
- Ground Water Monitoring Survey
- Alberta Care Conference being held in September in Peace River
- Agriculture Plastics Recycling

Chamber of Commerce

- Riverboat Daze and Block Party
- RBC Presentation
- Regional Waterline complete

Homeland Housing

- Morinville Affordable Housing – Update on Management, Grant, Agreement etc.
- Upgrades to facilities
- Subsidized housing for senior's ratio split (rent/disposable income)

Open House – Affordable Housing

- Two designs presented
- Site pending Slave Lake-Northwest

Alberta Counsel Workshop

- A. Winarski and Reeve Kerik attended on May 6th
- Overview of Govt – Structure of Cabinet Ministers
- Job Creation, Back to Basics with Education, Carbon Tax Repeal, etc.
- Future of MSI Grants

MOTION 157-19

Moved by Councillor Esau to accept the *Board Reports* as information.

CARRIED (5-0)

ADJOURNMENT

MOTION 158-19

Moved by Councillor Commins to adjourn the meeting at 12:15 p.m.

CARRIED (5-0)

Chief Administrative Officer

Reeve

MINUTES

**Community Assistance Board Meeting
Wednesday, May 8, 2019
M.D. Council Chambers, Slave Lake**

- MEMBERS PRESENT** Sandra Melzer - Division 1 (Vice-Chair)
Murray Kerik - Reeve
Robert Esau - Division 1
Becky Peiffer - Division 1
Jeff Commins - Division 2
- MEMBERS ABSENT** Brian Rosche - Division 2
Brad Pearson - Division 2 (Chair)
- IN ATTENDANCE** Russ Jassman - Director of Rural Services, MD LSR
Allan Winarski - CAO, MD LSR
Lana Spencer - Recording Secretary, MD LSR
H & H Bartlett - Widewater Athletic Association
Joe McWilliams - Lakeside Leader
- CALL TO ORDER** S. Melzer called the meeting to order at 1:02 p.m.
- ADOPTION OF AGENDA**
MOTION 012-19 CAB
Moved by J. Commins to adopt the CAB Agenda with the following additions:
 - Gilwood Golf and Country Club – Junior Golf Program**CARRIED (5-0)**
- FINANCIAL STATEMENT OF REVENUE & EXPENSES**
- | | |
|--------------------------|-------------|
| 2018 Grant Budget | \$40,000.00 |
| Issued for 2018 | \$11,950.00 |
| Balance Unspent | \$28,050.00 |
- MOTION 013-19 CAB**
Moved by M. Kerik to accept the *Statement of Revenue & Expenses* as information.
CARRIED (5-0)
- APPLICATIONS**
- SLAVE LAKE BALL HOCKEY CLUB**
Project Description:
 - The Reed Churchill Memorial Ball Hockey Tournament
Request:
 - \$6,640.00
- SMITH COMMUNITY DEVELOPMENT COUNCIL**
Project Description:
 - Enhancing the Community
Request:
 - \$4,096.11
- CHISHOLM COMMUNITY CLUB**
Project Description:
 - Operating Expenses
Request:
 - \$2,300.00

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GENTLE BEN CARE SOCIETY

Project Description:
• Seniors Support
Request:
• \$12,538.50

SMITH SCHOOL

Project Description:
• Smith School Floor Curling Club
Request:
• \$1,349.90

GILWOOD GOLF AND COUNTRY CLUB

Project Description:
• Junior Golf Program
Request:
• \$5,940.00

**CONFIDENTIAL
ITEMS**

MOTION 014-19 CAB

Moved by R. Esau that the CAB move to closed meeting at 1:23 p.m. as per Section 29 of the FOIP Act with Russ Jassman attending.

CARRIED (5-0)

MOTION 015-19 CAB

Moved by M. Kerik that the CAB return to open meeting at 1:40 p.m.

CARRIED (5-0)

MOTION 016-19 CAB

Moved by J. Commins to deny Community Assistance Board funding to the Slave Lake Ball Hockey for the Reed Churchill Memorial Ball Hockey Tournament.

CARRIED (5-0)

MOTION 017-19 CAB

Moved by M. Kerik to approve Community Assistance Board funding of \$1,000.00 to the Smith Community Development Council for enhancing the community.

CARRIED (5-0)

MOTION 018-19 CAB

Moved by B. Peiffer to approve Community Assistance Board funding of \$1,000.00 to the Chisholm Community Club for operational expenses.

CARRIED (5-0)

MOTION 019-19 CAB

Moved by B. Peiffer to approve Community Assistance Board funding of \$10,000.00 to the Gentle Ben Care Society for seniors support.

CARRIED (5-0)

MOTION 020-19 CAB

Moved by J. Commins to deny Community Assistance Board funding to the Smith School for Smith School Floor Curling Club.

CARRIED (5-0)

MOTION 021-19 CAB

Moved by R. Esau to deny Community Assistance Board funding to the Gilwood Golf and Country Club for the Junior Golf Program due to late application and incomplete 2018 Final Report as per Policy I.4 Community Assistance Board.

CARRIED (5-0)

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ADJOURNMENT

MOTION 022-19 CAB

Moved by S. Melzer to adjourn the meeting at 1:45 p.m.

CARRIED (5-0)

Chief Administrative Officer

Reeve



Lesser Slave River

Date: May 22, 2019
Department: Rural Services
Subject: Weed Inspection & Control Policy J.2

Background:

The Agricultural Service Board (Board) reviewed all the agricultural policies at their Strategic Review Sessions on February 4 and 5 of 2019. As a result of those strategic review sessions, the Weed Inspection & Control Policy J.2 has been amended to reflect the direction given from the Board. The amended Policy J.2 was approved by the Board on May 22, 2019 and is attached for your reference. The current Policy J.2 is also attached for your reference.

Analysis

The overall intent of the Policy remains intact with the statement, objectives roles, responsibilities and statement on enforcement. What has changed materially is the elimination of Section 3.0 Weed Inspection and Control Priorities. The Board believed this section limited what the Agricultural Fieldman could do in the case of complaints and the flexibility and to deal with various land types. Section 1.1 states the program objective is to administer, direct and enforce the WCAR in an equitable, consistent and effective manner within the financial and human resources constraints of the municipality. This section will determine the priority needs within the municipality.

Sections 4.1 to 4.3 Non-Compliance of an Inspector's Notice has been eliminated as it was deemed to be redundant with other procurement policies and processes in place within the Municipality. Section 4.4 has been amended from \$150 to \$300 for the administrative penalty for non-compliance.

Recommendation

Administration recommends the following motion:

Moved by Councillor _____ to approve the amended Weed Inspection & Control Policy J.2.



Lesser Slave River

TITLE: WEED INSPECTION AND CONTROL POLICY

EFFECTIVE DATE: MAY 22, 2019

POLICY NUMBER: J.2

STATEMENT

The Municipal District of Lesser Slave River No. 124 (Municipal District) will carry out a Weed Inspection and Control Program under the authority of the Weed Control Act and Regulations (WCAR) as amended.

The WCAR provides the legislation necessary for the inspection of land and the enforcement of weed control. All weed inspection and enforcement measures will be according to the WCAR and this policy.

1.0 OBJECTIVES

- 1.1 To administer, direct and enforce the WCAR in an equitable, consistent and effective manner within the financial and human resources constraints of the municipality.
- 1.2 To protect land from the invasion and spread of prohibited noxious and noxious weeds.
- 1.3 To employ public relations, extension and cooperation as the primary role in weed control with enforcement measures being the secondary role and/or a combination of measures.

2.0 RESPONSIBILITIES

- 2.1 Council:
 - 2.1.1 will appoint a sufficient number of inspectors to carry out the WCAR and will supply each inspector with identification as required by the Weed Control Act;
 - 2.1.2 will annually appoint an independent appeal committee/panel; and
 - 2.1.3 may make bylaws according to the WCAR.
- 2.2 Agricultural Fieldman:
 - 2.2.1 is the municipal inspector under the WCAR;



Lesser Slave River

- 2.2.2 will act in accordance of this policy and the WCAR;
- 2.2.3 will supervise, direct and be responsible for the other appointed Weed Inspectors;
- 2.2.4 must follow through to the conclusion of any Inspector’s Notice that is issued.

3.0 STATEMENT ON ENFORCEMENT

- 3.1 The Municipal District shall undertake enforcement of weed control under the Weed Control Act and Weed Control Regulation when deemed necessary.
- 3.2 An Inspectors Notice can be issued by the Agricultural Fieldman and/or designate at any time of the year.
- 3.3 If enforcement control measures are to be implemented, the Agricultural Fieldman and/or designate will arrange the enforcement work to be carried out utilizing agricultural best management practices.
- 3.4 The costs involved with enforcement control measures will be recovered in accordance with the Alberta Weed Control Act, and a fee of \$300 will be added to cover the costs of Administration.

POLICY HISTORY

Supersedes: June 22, 2011

MOTION #:

DATE ADOPTED:

Chief Administrative Officer

Reeve



Lesser Slave River

WEED INSPECTION & CONTROL

EFFECTIVE DATE: JUNE 22, 2011

POLICY NUMBER: J.2

STATEMENT

The Municipal District of Lesser Slave River No.124 (MD 124) will carry out a Weed Inspection & Control Program under the authority of the Weed Control Act and Regulations (WCAR).

The WCAR provides the legislation necessary for the inspection of land and the enforcement of weed control. All weed inspection and enforcement measures will be according to the WCAR and this policy.

1.0 PROGRAM OBJECTIVES

- 1.1 To administer, direct and enforce the WCAR in an equitable, consistent and effective manner within the financial and human constraints of the municipality.
- 1.2 To protect land from the invasion and spread of prohibited noxious and noxious weeds.
- 1.3 To employ public relations, extension and cooperation as the first step in weed control with enforcement measures being the second.

2.0 RESPONSIBILITIES

2.1 Council:

- 2.1.1 Will appoint a sufficient number of inspectors to carry out the WCAR and will supply each inspector with identification.
- 2.1.2 Will annually appoint an independent appeal committee as per the Weed Control Act Appeal Committee Policy J.10.
- 2.1.3 May make bylaws according to the WCAR.

2.3 Agricultural Fieldman:

- 2.3.1 Is the municipal inspector under the WCAR.
- 2.3.2 Will act in accordance of this policy and the WCAR.
- 2.3.3 Will supervise, direct and be responsible for other appointed Weed Inspectors.

2.3.4 Must follow through to the conclusion of any weed notice that is issued.

3.0 WEED INSPECTION AND CONTROL PRIORITIES

3.1 Weed inspection and control efforts for land in the MD 124 will be directed to and prioritized in the following order:

3.1.1 Municipal (MD 124 owned and or under control) land.

3.1.2 Agricultural land.

3.1.3 Rural residential land.

3.1.4 Hamlets.

3.1.5 Industrial, resource and commercial land.

3.1.6 Public land.

4.0 NON-COMPLIANCE OF AN INSPECTOR'S NOTICE

4.1 Contract service providers hired to perform herbicide application for non-compliance of an Inspectors Notice must provide the Agricultural Fieldman with:

4.1.1 Confirmation of Insurance and WCB coverage.

4.1.2 Confirmation of pesticide application service approval and certified application personnel.

4.2 Contract service providers hired to perform mechanical vegetation management for non-compliance of an Inspectors Notice must provide the Agricultural Fieldman with:

4.2.1 Confirmation of Insurance and WCB coverage.

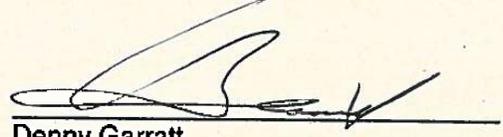
4.3 The MD 124 may perform herbicide application for non-compliance of an Inspectors Notice as per Policy J.17.

4.4 The MD 124 will charge a \$150 administrative penalty to the land owner or occupant for non-compliance of an Inspector's Notices.

MOTION: 148-11

DATE: June 22, 2011


Allan Winarski
Chief Administrative Officer


Denny Garratt
Reeve



Lesser Slave River

Date: May 22, 2019

Department: Rural Services

Subject: Weed Control Partnership Program Policy J.15

Background:

The Agricultural Service Board (Board) reviewed all the agricultural policies at their Strategic Review Sessions on February 4 and 5 of 2019. As a result of those strategic review sessions, the Weed Control Partnership Program Policy J.15 has been tweaked to reflect the direction given from the Board. The amended Policy J.15 was approved by the Board on May 22, 2019 and is attached for your reference. The current Policy J.15 is also attached for your reference.

Analysis

The overall intent of the Policy remains fully intact with the statement, objectives, extension component and rebate component. What has changed materially is the elimination of paragraph two in the statement section as it was deemed to be redundant.

The word “fourth quarter” was added to section 2.5 and 3.7 to clarify when rebate cheques and invoices will be issued to landholders that participated in the program.

Recommendation

Administration recommends the following motion:

Moved by Councillor _____ to approve the Weed Control Partnership Program Policy J.15.



Lesser Slave River

TITLE: WEED CONTROL PARTNERSHIP PROGRAM POLICY

EFFECTIVE DATE: MAY 22, 2019

POLICY NUMBER: J.15

STATEMENT

The Municipal District of Lesser Slave River No.124 has initiated a Weed Control Partnership Program (WCPP) for the destruction of prohibited noxious weeds and the control of noxious weeds on rangeland, pastureland, hay land, fence lines, rough turf and other non-crop areas (permanent cover land).

OBJECTIVES

- 1.1 To partner with landholders through cooperation, extension, demonstration and rebates for the destruction of prohibited noxious weeds and the control of noxious weeds.
- 1.2 To stop the spread of prohibited noxious weeds and noxious weeds onto non-infested land.
- 1.3 To reduce the level of existing noxious weed infestations on permanent cover land.
- 1.4 To destroy any prohibited noxious weed infestations on permanent cover land.
- 1.5 To enhance the productivity and longevity of permanent cover lands via weed control.

2.0 EXTENSION COMPONENT

- 2.1 Weed Inspectors will be available for consulting on weed identification and weed control options.
- 2.2 Extension materials on weed identification and weed control options will be made available to all landholders.
- 2.3 Handheld sprayers (canisters) will be available (with the applicable herbicide) to landholders free of charge.



Lesser Slave River

- 2.4 Bulk herbicides may be dispensed into a calibrated piece of herbicide application equipment for landholder use. This includes the Municipal District application equipment and landholder owned application equipment.
- 2.5 Herbicides provided to the landholder by the Municipal District will be invoiced back to the landholder at our cost in the fourth quarter of the year.
- 2.6 The ATV sprayers and the trailer sprayer will be available to landholders at no charge for the purposes of this program.

3.0 REBATE COMPONENT

- 3.1 The rebate component budget will be set annually by Council.
- 3.2 Landholders are eligible for a rebate (\$/acre) for destroying prohibited noxious weeds and/or controlling noxious weeds on their permanent cover lands.
- 3.3 Industrial, commercial and residential lands are not eligible for the rebate.
- 3.4 The rebate (\$/acre) will be based on a 50/50 (Municipal District/Landholder) cost share formula calculated by using the spring price of Restore II herbicide on a per acre basis (using 10 acres per jug rate).
- 3.5 Landholder eligibility is based on the application of a residual herbicide (Restore II, Reclaim, or other registered residual herbicides as approved by the Agricultural Fieldman) according to the manufacturer's label and recommendations.
- 3.6 The rebate payment will be calculated using number of acres of herbicide product that was purchased (confirmed by a copy of the purchase invoice) by the landholder, multiplied by the \$/acre rebate number (as calculated in 3.4). Weed inspectors will confirm that the herbicide was applied at the desired level of weed destruction or control was achieved.
- 3.7 The rebate is processed in the fourth quarter of the year and capped at \$1,200 per landholder per year.
- 3.8 Unused portions of the rebate budget will be used to increase the number of eligible acres for each landholder that has gone above their cap of \$1,200.
- 3.9 Any landholder that receives an Inspector's Notice is ineligible for the rebate

POLICY HISTORY



Lesser Slave River

Supersedes: February 22, 2017

MOTION #:

DATE ADOPTED:

Chief Administrative Officer

Reeve



Lesser Slave River

TITLE: WEED CONTROL PARTNERSHIP PROGRAM POLICY
EFFECTIVE DATE: February 22, 2017
POLICY NUMBER: J.15

STATEMENT

The Municipal District has initiated a Weed Control Partnership Program (WCPP) for the destruction of prohibited noxious weeds and the control of noxious weeds on rangeland, pasture land, hay land, fence lines, rough turf and other non-crop areas (permanent cover land).

The Municipal District will partner with landholders to provide extension on weed control measures and will further provide a rebate to landholders that destroy prohibited noxious weeds and control noxious weeds and on their permanent cover lands.

The Weed Control Partnership Program will be reviewed on an annual basis.

1.0 PROGRAM OBJECTIVES

- 1.1** To partner with landholders through cooperation, extension, demonstration and rebates for the destruction of prohibited noxious weeds and the control of noxious weeds.
- 1.2** To stop the spread of prohibited noxious weeds and noxious weeds onto non-infested land.
- 1.3** To reduce the level of existing noxious weed infestations on permanent cover land.
- 1.4** To destroy any prohibited noxious weed infestations on permanent cover land.
- 1.5** To enhance the productivity and longevity of permanent cover lands via weed control.

2.0 EXTENSION COMPONENT

- 2.1** Weed Inspectors will be available for consulting on weed identification and weed control options.
- 2.2** Extension materials on weed identification and weed control options will be made available to all landholders.
- 2.3** Hand held sprayers (canisters) will be available (with the applicable herbicide) to landholders free of charge.
- 2.4** Bulk herbicides may be dispensed into a calibrated piece of herbicide application equipment for landholder use. This includes the Municipal District application equipment and landholder owned application equipment.



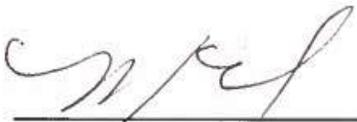
Lesser Slave River

- 2.5 Herbicides provided to the landholder by the Municipal District will be invoiced back to the landholder at our cost.
- 2.6 The ATV sprayers and the trailer sprayer will be available to landholders at no charge for the purposes of this program.
- 3.0 **REBATE COMPONENT**
- 3.1 The rebate component budget will be set annually by Council.
- 3.2 Landholders are eligible for a rebate (\$/acre) for destroying prohibited noxious weeds and/or controlling noxious weeds on their permanent cover lands.
- 3.3 Industrial, commercial and residential lands are not eligible for the rebate.
- 3.4 The rebate (\$/acre) will be based on a 50/50 (Municipal District/Landholder) cost share formula calculated by using the spring price of Restore II herbicide on a per acre basis (using 10 acres per jug rate).
- 3.5 Landholder eligibility is based on the application of a residual herbicide (Restore II, Reclaim, or other registered residual herbicides as approved by the Agricultural Fieldman) according to the manufacturer's label and recommendations.
- 3.6 The rebate payment will be calculated using number of acres of herbicide product that was purchased (confirmed by a copy of the purchase invoice) by the landholder multiplied by the \$/acre rebate number (as calculated in 3.4). Weed Inspectors will confirm that the herbicide was applied and the desired level of weed destruction or control was achieved.
- 3.7 The rebate is capped at \$1,200 per landholder per year.
- 3.8 Unused portions of the rebate budget will be used to increase the number of eligible acres for each landholder that has gone above their cap of \$1,200.
- 3.9 Any landholder that receives an Inspector's Notice is ineligible for the rebate.

MOTION 057-17

DATE February 22, 2017


Acting Chief Administrative Officer


Reeve



Lesser Slave River

Date: May 22, 2019
Department: Rural Services
Subject: Agricultural Acts Appeal Panel Policy J.18

Background

The Municipal District is responsible for the administration and enforcement of three provincially delegated agricultural Acts. These are:

- Weed Control Act
- Agricultural Pests Act
- Soil Conservation Act

Under each Act, there is provision for an appeal process that can be initiated by a person who considers themselves aggrieved by a Notice (Inspector's Notice, Local Authority Notice or Debt Recovery Notice) issued upon their land, personal property or livestock.

All three Acts speak to the establishment of an independent appeal panel/committee to hear and determine a Notice of Appeal. These independent appeal panel/committees need to be appointed by Council annually.

Currently, there are two policies in place that deal with the Appeal Panel for the Weed Control Act (Policy J.10) and the Appeal Committee for the agricultural Pest Act (Policy J.11). They are attached for your reference.

During a field visit by the Agricultural Service Board Coordinator from Agricultural & Forestry, it was noted that a policy was lacking for the establishment of an Appeal Committee for the Soil Conservation Act.

Analysis

Given that all three Agricultural Acts speak to a very similar appeal panel process and structure, Administration has crafted a new policy that will form an Agricultural Acts Appeal Panel that will serve all three Acts. The Agricultural Acts Appeal Panel Policy J.18 is attached for your reference.

The Agricultural Acts Appeal Panel Policy J.18 has been edited to reflect and include various intricacies within each Act however it remains virtually the same (in intent) as Policies J.10 and J.11.

Recommendations



Lesser Slave River

Administration recommends the following motions for Council to consider:

Moved by Councillor _____ to rescind Policy J.10.

Moved by Councillor _____ to rescind Policy J.11.

Moved by Councillor _____ to approve Policy J.18.



Lesser Slave River

TITLE: AGRICULTURAL ACTS APPEAL PANEL POLICY

EFFECTIVE DATE: MAY 22, 2019

POLICY NUMBER: J.18

STATEMENT

The Weed Control Act, the Agricultural Pests Act, the Soil Conservation Act and their corresponding Regulations are provincial legislation that is delegated to local authorities to administer, direct and enforce within their jurisdiction. Under these Acts and Regulations, there is provision for an appeal process that can be initiated by a person who considers themselves aggrieved by a Notice (Inspector’s Notice, Local Authority Notice or Debt Recovery Notice) issued upon their land, personal property or livestock.

The Agricultural Appeal Panel must be independent of the Municipal District Council and the Municipal District Agricultural Service Board.

The Agricultural Appeal Panel will hear and determine appeals in accordance with the Weed Control Act, Agricultural Pests Act, Soil Conservation Act, their corresponding Regulations and this Policy.

1.0 OBJECTIVES

1.1 To establish an independent Agricultural Appeal Panel to hear and determine appeals made as per the provisions in the Weed Control Act, Agricultural Pests Act, Soil Conservation Act and their corresponding Regulations.

2.0 APPEAL PANEL

2.1 Council will annually establish an independent Agricultural Appeal Panel to hear and determine a Notice of Appeal.

2.2 The Appeal Panel will consist of 3 members of the following five appointed members:

2.2.1 One member of Council (and one alternate) that does not stand on the Agricultural Service Board; and

2.2.2 four members of the agricultural community (must be residents within the Municipal District boundaries), acting as a pool of members.



Lesser Slave River

- 2.2.3 Quorum of the Appeal Panel will be at minimum three members.
- 2.3 Chairperson of the Appeal Panel will be elected by vote of most of the members at each appeal hearing.
- 2.4 The Appeal Panel will hear and determine an appeal within five days of receipt of the notice of appeal by the Chief Administrative Officer or designate.

3.0 NOTICE OF APPEAL

- 3.1 A person who has been issued a Notice may appeal it to the Agricultural Appeal Panel.
- 3.2 The appellant will provide the Notice of the Appeal to the Chief Administrative officer of the Municipal District.
- 3.3 The Notice of Appeal must be delivered personally or sent by certified or registered mail within the time specified in the notice for doing the task required by the Notice or 10 days, whichever is less.
- 3.4 The Notice of Appeal must be in writing and include:
 - 3.4.1 the name and address of the appellant;
 - 3.4.2 a copy of the Notice in respect of which the appeal is being taken;
 - 3.4.3 the legal description of the land affected;
 - 3.4.4 a description of the livestock affected and the legal description of the land on which the livestock were located (if applicable);
 - 3.4.5 the grounds for appeal, and
 - 3.4.6 an appeal fee in the amount as specified in the Act the Notice was issued under.
- 3.5 If the appellant is fully successful in an appeal, the appeal fee will be refunded to the appellant.

4.0 SECRETARY TO THE APPEAL PANEL

- 4.1 The Secretary to the Agricultural Appeal Panel will be appointed by resolution of Council.



Lesser Slave River

- 4.2 The Chief Administrative Officer can designate a Secretary to the Agricultural Appeal Panel in the event of an absence by the Council appointed Secretary.

5.0 RESPONSIBILITIES

5.1 Chief Administrative Officer:

- 5.1.1 will call a hearing within five days upon receipt of a notice of appeal; and
- 5.1.2 will send a copy of the decision together with the written reasons if any to the appellant by certified or registered mail.

5.2 Appeal Panel Members:

- 5.2.1 will hear and determine an appeal within five days from the day of receipt of the Notice of Appeal;
- 5.2.2 will confirm, rescind or vary the Notice;
- 5.2.3 will determine the amount of appeal fee refund (in whole or part) if the appellant is partially successful in the appeal or review; and
- 5.2.4 will remain independent.

5.3 Appeal Panel Chairperson:

- 5.3.1 will preside over the hearing and ensure it is conducted fairly and in a businesslike manner;
- 5.3.2 will ensure the hearing takes place in the prescribed order of presentation; and
- 5.3.3 will ensure that questions are relevant and irrelevant information is minimized.

5.4 Appeal Panel Secretary:

- 5.4.1 compiles and provides agenda and meeting packages to members;
- 5.4.2 makes and keeps a record of the Appeal Panel proceedings; and
- 5.4.3 signs orders, decisions, notices and other items given by the Appeal Panel on its behalf.

5.5 Inspector:



Lesser Slave River

- 5.5.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and
- 5.5.2 will act in a professional and business-like manner during the hearing.
- 5.6 Appellant:
 - 5.6.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and
 - 5.6.2 will act in a professional and business-like manner during the hearing.

6.0 HEARING ORDER OF PRESENTATION

- 6.1 Call to Order
- 6.2 Election of Chair
- 6.3 Introductions
- 6.4 Call for Objections
- 6.5 Hearing Purpose and Procedure
- 6.6 Notice of Appeal Read into Minutes
- 6.7 Pest Inspector Report Read into Minutes
- 6.8 Appellant Statement and Presentation
- 6.9 Pest Inspector Statement and Presentation
- 6.10 Appellant Summary or Rebuttal
- 6.11 Inspector Summary or Rebuttal
- 6.12 Questions from the Appeal Panel
- 6.13 Chair Final Remarks and Hearing Summation
- 6.14 Deliberation of the Appeal Panel (Closed session)



Lesser Slave River

6.15 Determination of Appeal

6.16 Adjournment

7.0 APPEAL PANEL REMUNERATION

7.1 Travel and subsistence will be covered as per Subsistence and Travel Expenses Policy K.20.

7.2 Remuneration to members at large will be based on rates prescribed in Policy A. 9 Council Appointed Board Member Honoraria.

POLICY HISTORY

New Policy

Supersedes: Rescinded Policy J.10 Weed Control Act Appeal Panel
Rescinded Policy J.11 Agricultural Pests Act Appeal Committee

MOTION #:

DATE ADOPTED:

Chief Administrative Officer

Reeve



Lesser Slave River

TITLE: WEED CONTROL ACT APPEAL PANEL

EFFECTIVE DATE: February 28, 2018

POLICY NUMBER: J.10

INTRODUCTION

The Weed Control Act and Regulations are provincial legislation that is delegated to local authorities to administer, direct and enforce within their jurisdiction. Under the Act and Regulation, there is provision for an appeal process that can be initiated by a person who considers themselves aggrieved by an inspector's notice, local authority's notice or debt recovery notice. An appeal will be heard and determined by an independent Appeal Panel in accordance with the Weed Control Act, Regulation and this Policy.

1.0 APPEAL PANEL

- 1.1 Council will annually establish an independent Appeal Panel to determine appeals of inspector's notices, local authority's notice or debt recovery notices.
- 1.2 The Appeal Panel will hear and determine the appeal within five days of receipt of the notice of appeal by the Chief Administrative Officer.
- 1.3 The Appeal Panel may confirm, rescind or vary the inspector's notice.
- 1.4 The Appeal Panel will consist of the following five appointed members:
 - 1.4.1 one member of Council (that does not stand on the Agricultural Service Board); and
 - 1.4.2 four members at large (must be residents within the MD of Lesser Slave River boundaries).
- 1.5 Chairperson of the Appeal Panel will be elected by vote of the majority of the members at each appeal hearing.
- 1.6 Quorum of the Appeal Panel will be at minimum three members.

2.0 APPEALS

- 2.1 A person who is given an inspector's notice, local authority's notice or debt recovery notice may, in accordance with the Act, appeal it to the Appeal Panel.
- 2.2 The appellant will provide notice of the appeal to the Chief Administrative Officer of the municipality in which the land subject to the notice is located.
- 2.3 The notice of appeal must be delivered personally or sent by certified or registered mail within the time specified in the notice for doing the task required by the notice or 10 days, whichever is less.
- 2.4 The notice of appeal must be in writing and include:
 - 2.4.1 the name and address of the appellant;
 - 2.4.2 a copy of the notice in respect of which the appeal is being taken;
 - 2.4.3 the legal description of the land affected;
 - 2.4.4 the grounds for appeal, and
 - 2.4.5 a \$500 appeal fee.
- 2.5 If the appellant is fully successful in an appeal or review, the \$500 appeal fee will be refunded to the appellant.

3.0 SECRETARY TO THE APPEAL PANEL

- 3.1 The Secretary to the Appeal Panel will be appointed by resolution of Council.
- 3.2 The Chief Administrative Officer can designate a Secretary to the Appeal Panel in the event of an absence by the Council appointed Secretary.

4.0 RESPONSIBILITIES

- 4.1 Chief Administrative Officer:
 - 4.1.1 will call a hearing within five days upon receipt of a notice of appeal; and

4.1.2 will send a copy of the decision together with the written reasons if any to the appellant by certified or registered mail.

4.2 Appeal Panel Members:

4.2.1 will hear and determine an appeal within five days from the day of receipt of the notice of appeal;

4.2.2 will confirm, rescind or vary the notice;

4.2.3 will determine the amount of appeal fee refund (in whole or part) if the appellant is partially successful in the appeal or review; and

4.2.4 will remain independent.

4.3 Appeal Panel Chairperson:

4.3.1 will preside over the hearing and ensure it is conducted fairly and in a business-like manner;

4.3.2 will ensure the hearing takes place in the prescribed order of presentation; and

4.3.3 will ensure that questions are relevant and irrelevant information is minimized.

4.4 Appeal Panel Secretary:

4.4.1 compiles and provides agenda and meeting packages to members;

4.4.2 makes and keeps a record of the Appeal Panel proceedings; and

4.4.3 signs orders, decisions, notices and other items given by the Appeal Panel on its behalf.

4.5 Inspector:

4.5.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and

4.5.2 will act in a professional and business-like manner during the hearing.

- 4.6 Appellant:
 - 4.6.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and
 - 4.6.2 will act in a professional and business-like manner during the hearing.

5.0 HEARING ORDER OF PRESENTATION

- 5.1 Call to Order
- 5.2 Election of Chair
- 5.3 Introductions
- 5.4 Call for Objections
- 5.5 Hearing Purpose and Procedure
- 5.6 Notice of Appeal
- 5.7 Pest Inspector Report
- 5.8 Appellant Statement and Presentation
- 5.9 Pest Inspector Final Comments
- 5.10 Appellants Summary or Rebuttal
- 5.11 Questions from the Appeal Panel
- 5.12 Chair Final Remarks and Hearing Summation
- 5.13 Deliberation of the Appeal Panel (Closed session)
- 5.14 Appeal Panel Decision
- 5.15 Adjournment

6.0 APPEAL PANEL REMUNERATION

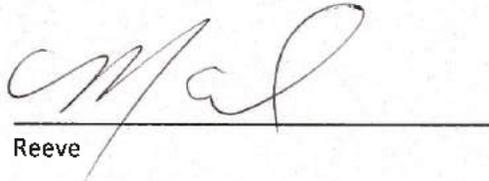
- 6.1 Travel and subsistence will be covered as per Subsistence and Travel Expenses Policy K.20
- 6.2 Remuneration to members at large will be based on rates prescribed in Policy A. 9 Council Appointed Board Member Honoraria.

MOTION: 072-18

DATE: February 28, 2018



Chief Administrative Officer



Reeve



Lesser Slave River

TITLE: AGRICULTURAL PESTS ACT APPEAL COMMITTEE

EFFECTIVE DATE: February 28, 2018

POLICY NUMBER: J.11

INTRODUCTION

The Agricultural Pests Act and Regulations are provincial legislation that is delegated to local authorities to administer, direct and enforce within their jurisdiction. Under the Act and Regulation, there is provision for an appeal process that can be initiated by a person who considers themselves aggrieved by an inspector's notice. An appeal will be heard and determined by an independent Appeal Committee in accordance with the Agricultural Pests Act, Regulation and this Policy.

1.0 APPEAL COMMITTEE

- 1.1 Council will annually establish an independent Appeal Committee to determine appeals of inspector's notices.
- 1.2 The Appeal Committee will hear and determine the appeal within five days of receipt of the notice of appeal by the Chief Administrative Officer.
- 1.3 The Appeal Committee may confirm, rescind or vary the inspector's notice.
- 1.4 The Appeal Committee will consist of the following five appointed members:
 - 1.4.1 one member of Council (that does not stand on the Agricultural Service Board); and
 - 1.4.2 four members at large (must be residents within the MD of Lesser Slave River boundaries).
- 1.5 Chairperson of the Appeal Committee will be elected by vote of the majority of the members at each appeal hearing.
- 1.6 Quorum of the Appeal Committee will be at minimum three members.

2.0 APPEALS

- 2.1 A person who is given an inspector's notice may, in accordance with the Act, appeal it to the Appeal Committee.

- 2.2 The appellant will provide notice of the appeal to the Chief Administrative Officer of the municipality in which the land subject to the notice is located. The notice of appeal must be delivered personally or sent by certified or registered mail within the time specified in the notice for doing the task required by the notice or 10 days, whichever is less.
- 2.3 The notice of appeal must be in writing and include:
 - 2.3.1 the name and address of the appellant;
 - 2.3.2 a copy of the notice in respect of which the appeal is being taken;
 - 2.3.3 the legal description of the land affected or a description of the livestock affected and the legal description of the land on which the livestock were located;
 - 2.3.4 the grounds for appeal, and
 - 2.3.5 a \$100 appeal fee.
- 2.4 If the appellant is fully successful in an appeal or review, the \$100 appeal fee will be refunded to the appellant.
- 3.0 SECRETARY TO THE APPEAL COMMITTEE**
 - 3.1 The Secretary to the Appeal Committee will be appointed by resolution of Council.
 - 3.2 The Chief Administrative Officer can designate a Secretary to the Appeal Committee in the event of an absence by the Council appointed Secretary.
- 4.0 RESPONSIBILITIES**
 - 4.1 Chief Administrative Officer:
 - 4.1.1 will call a hearing within five days upon receipt of a notice of appeal; and
 - 4.1.2 will send a copy of the decision together with the written reasons if any to the appellant by certified or registered mail.
 - 4.2 Appeal Committee Members:
 - 4.2.1 will hear and determine an appeal within five days from the day of receipt of the notice of appeal;
 - 4.2.2 will confirm, rescind or vary the notice; and
 - 4.2.3 will remain independent.

4.3 Appeal Committee Chairperson:

- 4.3.1 will preside over the hearing and ensure it is conducted fairly and in a business-like manner;
- 4.3.2 will ensure the hearing takes place in the prescribed order of presentation; and
- 4.3.3 will ensure that questions are relevant and irrelevant information is minimized.

4.4 Appeal Committee Secretary:

- 4.4.1 compiles and provides agenda and meeting packages to members;
- 4.4.2 makes and keeps a record of the Appeal Committee proceedings; and
- 4.4.3 signs orders, decisions, notices and other items given by the Appeal Committee on its behalf.

4.5 Inspector:

- 4.5.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and
- 4.5.2 will act in a professional and business-like manner during the hearing.

4.6 Appellant:

- 4.6.1 will provide the information, documents, details and answers to relevant questions that arise during the hearing; and
- 4.6.2 will act in a professional and business-like manner during the hearing.

5.0 HEARING ORDER OF PRESENTATION

5.1 Call to Order

5.2 Election of Chair

5.3 Introductions

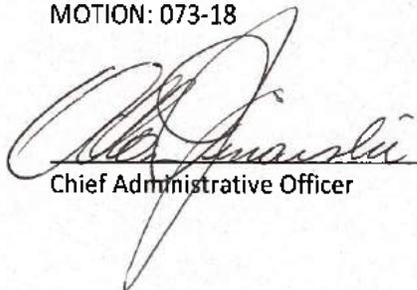
5.4 Call for Objections

5.5 Hearing Purpose and Procedure

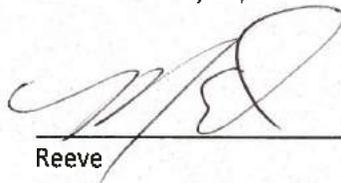
- 5.6 Notice of Appeal
- 5.7 Pest Inspector Report
- 5.8 Appellant Statement and Presentation
- 5.9 Pest Inspector Final Comments
- 5.10 Appellants Summary or Rebuttal
- 5.11 Questions from the Appeal Committee
- 5.12 Chair Final Remarks and Hearing Summation
- 5.13 Deliberation of the Appeal Committee (Closed session)
- 5.14 Appeal Committee Decision
- 5.15 Adjournment
- 6.0 APPEAL COMMITTEE REMUNERATION**
- 6.1 Travel and subsistence will be covered as per Subsistence and Travel Expenses Policy K.20
- 6.2 Remuneration to members at large will be based on rates prescribed in Policy A. 9 Council Appointed Board Member Honoraria.

MOTION: 073-18

DATE: February 28, 2018



Chief Administrative Officer



Reeve



Lesser Slave River

Date: May 22, 2019

Department: Finance

Subject: Monthly Finance Report – April 2019

Background:

Finance will present a monthly financial update to Council. The report is included in this package.

Analysis:

Currently, the Municipal District is in a good financial position. A highlight of the statements is that although we are 1/3 thru the year only 25% of the expense budget has been spent. The caveat to that is that typically expenses increase in the later part of the year.

Conclusions & Recommendations:

Administration recommends Council accept the Monthly Financial Report for the Year to Date Period Ending April 30, 2019, for information.



Municipal District of Lesser Slave River

Monthly Financial Report

Year to Date – Period Ending April 30, 2019

Council Report: May 22, 2019

Prepared By: Pat Sibilleau CPA, CMA
Director of Finance



Summary:

Municipal Operating Revenues and Expenses

Revenues:

Operating Revenues to date are \$18,648,006, which is 90.7% of the budgeted annual revenues. Included in this amount is the taxation revenue of \$17,945,915, for which tax notices have been prepared and mailed. The taxation revenue includes the amounts to be collected for non-municipal requisitions such as school tax.

Expenses:

The total budgeted 2019 operating expenses are \$19,944,706 of which 25% has been incurred vs 33 1/3% of the year having passed. This is a reasonable amount as in the natural course of business for the MD, the expenses typically increase during the later part of the year.

Capital Fund

As of April 30, 2019, there has been minimal financial activity on capital projects. Projects are just getting started, with RFPs and contracts being signed. The financial impact will be noticeable in mid to late summer and early fall.

Statement of Financial Position

Assets:

Cash has increased from the December 31, 2018 closing by \$7,194,301 and investments have decreased by \$11,035,196, for a net decrease of \$3,842,895 of cash or cash equivalents. Once property tax payments begin to come in, the cash situation should improve (note the accounts receivable amount of \$17,254,849).

Liabilities:

Accounts payable and accrued liabilities have decreased from the 2018 close, by \$1,694,444. which contributes to the increase of the net financial assets for the MD.

Long term debt has decreased by \$99,065 since December 31, 2018.

Both of these decreases contribute to the increase of the net financial assets for the MD.



Municipal District of Lesser Slave River
2019 Statement of Financial Position
 For the period ended April 30, 2019

	2018 Actual	2019 Actual
FINANCIAL ASSETS		
Cash	\$ 1,138,027	\$ 8,332,328
Receivables		
Taxes and grants in lieu of taxes	420,957	17,254,849
Trade and other receivables	1,766,288	677,690
Other long-term receivables	3,188,148	3,164,845
Investments	23,619,912	12,584,716
	30,133,333	42,014,428
LIABILITIES		
Accounts payable and accrued liabilities	2,116,326	421,882
Deposit liabilities	1,682,723	1,587,348
Deferred revenue	2,209,204	2,209,204
Employee benefit obligations	168,160	-
Reclamation liabilities	338,210	338,210
Long-term debt	4,828,190	4,729,125
	11,342,812	9,285,768
NET FINANCIAL ASSETS	41,476,145	51,300,196
NON-FINANCIAL ASSETS		
Capital assets	111,546,511	111,546,511
Inventory for consumption	1,741,339	1,762,266
Prepaid expense	216,161	1,970
	113,504,012	113,310,747
ACCUMULATED SURPLUS	\$ 154,980,157	\$ 164,610,943



Municipal District of Lesser Slave River 2019 Municipal Operating Revenues and Expenses

For the period ended April 30, 2019

	2018	2018	2019	2019	Budget
	Year to Date	Budget	Year to Date	Budget	Utilization %
OPERATING FUND					
Revenues					
Taxation revenues	\$ 17,605,056	\$ 17,561,587	\$ 17,945,915	\$ 17,941,733	100.0%
Sales of goods & services	\$ 1,360,467	\$ 1,265,710	\$ 458,313	\$ 1,272,710	38.0%
Penalties	\$ 201,292	\$ 137,000	\$ 54,271	\$ 147,000	36.8%
Interest	\$ 836,862	\$ 492,900	\$ (169,750)	\$ 476,000	-35.7%
Lease and rental revenue	\$ 109,394	\$ 108,300	\$ 28,721	\$ 108,000	26.6%
Development and connection fees	\$ 748,782	\$ 121,600	\$ 277,541	\$ 165,600	167.6%
Miscellaneous revenues	\$ 29,102	\$ 59,000	\$ 9,780	\$ 30,000	32.6%
Debentures	\$ -	\$ -	\$ -	\$ -	0.0%
Gain on Sale of Assets	\$ 157,415	\$ -	\$ -	\$ -	0.0%
Grants	\$ 867,040	\$ 727,474	\$ 43,213	\$ 421,828	58.2%
Total Revenue	\$ 21,915,510	\$ 20,463,571	\$ 18,648,006	\$ 20,562,871	90.7%
Expenses					
Council	\$ 282,417	\$ 274,200	\$ 102,270	\$ 266,275	35.5%
Administration	\$ 2,451,945	\$ 2,249,482	\$ 1,177,488	\$ 2,171,791	54.2%
Safety	\$ 147,380	\$ 143,282	\$ 55,521	\$ 158,867	34.9%
IT	\$ 328,167	\$ 413,753	\$ 134,919	\$ 382,617	34.4%
Tax Transfers	\$ 1,011,434	\$ 450,000	\$ -	\$ 438,946	0.0%
Communications	\$ 138,602	\$ 141,500	\$ 16,080	\$ 145,700	11.0%
Human Resources	\$ 22,035	\$ 25,400	\$ 2,299	\$ 25,500	9.0%
Fire Services	\$ 1,063,933	\$ 1,020,780	\$ 53,034	\$ 833,214	6.4%
Disaster Services	\$ 390,121	\$ 76,778	\$ 15,340	\$ -	0.0%
Bylaw Services	\$ 121,508	\$ 210,625	\$ 33,187	\$ 233,204	14.2%
Common Services	\$ 648,689	\$ 674,610	\$ 139,796	\$ 571,977	24.4%
Transportation	\$ 9,173,112	\$ 10,542,764	\$ 767,367	\$ 5,061,737	15.2%
Fleet	\$ 1,174,228	\$ 1,095,314	\$ 199,040	\$ 965,000	20.8%
Drainage	\$ 126,054	\$ 165,666	\$ 7,692	\$ 100,000	7.7%
Water Services	\$ 2,341,483	\$ 2,350,587	\$ 490,396	\$ 1,260,114	38.8%
Sewer & Waste Water	\$ 1,518,383	\$ 1,634,619	\$ 216,104	\$ 1,048,659	20.6%
Garbage	\$ 384,922	\$ 393,077	\$ 61,289	\$ 360,655	17.0%
FCSS	\$ 100,460	\$ 103,836	\$ 27,890	\$ 102,634	27.2%
Planning & Development	\$ 402,516	\$ 391,669	\$ 74,448	\$ 298,968	24.9%
Agriculture	\$ 378,096	\$ 463,429	\$ 102,947	\$ 446,927	23.1%
Economic & Regional Development	\$ 170,903	\$ 184,500	\$ 48,968	\$ 122,396	40.0%
Recreation Boards	\$ 47,245	\$ 40,000	\$ 11,950	\$ 40,000	29.9%
Recreation & Parks	\$ 560,395	\$ 597,504	\$ 77,580	\$ 310,449	25.0%
Libraries and Culture	\$ 135,119	\$ 148,600	\$ 140,856	\$ 149,785	94.7%
Municipal Requisitions - Seniors	\$ 518,231	\$ 517,762	\$ 112,507	\$ 552,133	20.4%
Non-Municipal Requisitions - Education	\$ 3,814,903	\$ 3,777,091	\$ 930,103	\$ 3,869,137	24.0%
LSLRHA - Capital Refinance	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenses	\$ 27,432,280	\$ 28,076,629	\$ 4,999,071	\$ 19,944,706	25.1%
Net Operating Fund	\$ (5,516,770)	\$ (7,613,058)	\$ 13,648,934	\$ 618,165	
OPERATIONAL INTERFUND TRANSFERS					
Transfers in-Operating	\$ 334,672	\$ 2,300,657	\$ -	\$ -	0.0%
Transfers out-Operating	\$ 3,478,336	\$ 1,371,541	\$ -	\$ 1,371,541	0.0%
Net Operating Transfers	\$ (3,143,664)	\$ 929,116	\$ -	\$ (1,371,541)	



Municipal District of Lesser Slave River
2019 Current Ratio
 For the period ended April 30, 2019

What is a current ratio?

The current ratio is the difference between current assets and current liabilities. It measures your business's ability to meet its short-term liabilities when they come due.

Current refers to money you need and use in your short-term operations. This means that working capital excludes long-term investments in fixed assets such as equipment and real estate.

Current assets include: cash, short-term investments, pre-paid expenses, accounts receivables and inventories.

Current liabilities include: credit card debt, accounts payable, bank operating credit, the portion of long-term debt expected to be repaid within one year, accrued expenses and taxes payable.

<https://www.bdc.ca/en/articles-tools/entrepreneur-toolkit/ratio-calculators/pages/current-ratio.aspx>

Current Assets	Dec-18	Apr-19
Cash	1,138,027	8,332,328
Account Receivable - Taxes	420,957	17,254,849
Account Receivable - Trade and Other Receivables	3,188,148	1,766,288
Investments	<u>23,619,912</u>	<u>12,584,716</u>
Total	<u>28,367,045</u>	<u>39,938,181</u>
Current Liabilities		
Accounts payable and accrued liabilities	2,116,326	421,882
Deposit liabilities	1,682,723	1,587,348
Debt repayable within the year	-	514,034
Total	<u>3,799,048</u>	<u>2,523,263</u>
Current Ratio	7.47	15.83

AGENDA ITEM #7.2

May 22

System: 5/8/2019 2:16:42 PM
 User Date: 5/8/2019

MD OF Lesser Slave River No. # Page: 1
 COMPUTER CHEQUE REGISTER User ID: Joni
 Payables Management

Batch ID: CHQRUN05082019
 Batch Comment: CHEQUE RUN 05082019

Audit Trail Code: PMCHQ00001250
 Posting Date: 5/8/2019

Cheque Number	Date	Cheque Name	Voided	Cheque Amount
Document Number	Reference Field		Net Item Amount	
052081	5/8/2019	ACKLANDS-GRAINGER INC.		\$1,900.26
9142893842		GLASSES, VESTS, GLOVES	\$1,259.81	
9141774282		GLASSES	\$33.77	
9142805168		HATS	\$423.54	
9146840294		HATS	\$131.86	
9146588893		FLAGS	\$51.28	
052082	5/8/2019	ADT CANADA INC.		\$92.30
10483950		SMITH LIPT STATION	\$46.15	
10614670		VIC	\$46.15	
052083	5/8/2019	ALIMO'S VENTURES LTD.		\$152.74
0095		TRAINING	\$152.74	
052084	5/8/2019	ALLARIE CLEANERS		\$784.08
1639064		COVERALLS	\$292.68	
1639121		COVERALLS	\$245.70	
1639292		COVERALLS	\$245.70	
052085	5/8/2019	ASSOCIATED ENGINEERING ALBERTA		\$17,442.46
378980		SMITH WTP	\$367.69	
379041		REGIONAL WATERLINE	\$17,074.77	
REMIT000000000001501	5/8/2019	AXIA SUPERNET LTD.		\$0.00
1000146377		SUPERNET	\$0.00	
00063765			\$0.00	
REMIT000000000001502	5/8/2019	BELL MOBILITY INC.		\$0.00
524900766C19A		FUEL DISPENSERS, FLEET	\$0.00	
00063766			\$0.00	
052086	5/8/2019	CANADIAN NATIONAL		\$992.00
91452948		MAINTENANCE	\$992.00	
052087	5/8/2019	CARWALD REDJ-MIX (SLAVE LAKE)		\$1,882.13
337506		FILLCRETE	\$1,882.13	
052088	5/8/2019	CHEM INTERNATIONAL		\$1,312.50
107283		CHEMICALS	\$1,312.50	
052089	5/8/2019	CLEARTECH INDUSTRIES INC		\$3,109.81
183238JMH		CONTAINER RETURN	\$0.00	
784198		TCRBIDIMETER	\$1,421.39	
786850		ACID	\$1,688.42	
184467JMH		CONTAINER RETURN	\$0.00	
052090	5/8/2019	COMMUNITY FUTURES LESSER SLAVE		\$100.00
485		TABLE	\$100.00	
052091	5/8/2019	D & T AUTO CENTRE (1998) LTD		\$809.91
1678920		FILTERS	\$809.91	
052092	5/8/2019	ENVIRONMENTAL METAL WORKS LTD.		\$6,439.65
IN007888		HEAR PROOF BINS	\$6,439.65	
052093	5/8/2019	ESAU, ROBERT		\$568.40
04242019EXP		COUNCIL-980KM	\$568.40	
052094	5/8/2019	EXACI OILFIELD DEVELOPING LTD		\$693.00
60733		HYDROVAC	\$693.00	
052095	5/8/2019	FIRST WINDSHIELD & GLASS		\$346.50
7859		WINDSHIELD	\$346.50	
052096	5/8/2019	FLAMAN GROUP OF COMPANIES		\$1,609.03
AN118173		TIRE	\$614.68	
AN118392		SEALS, SHIELD	\$994.35	
052097	5/8/2019	GREAT WEST NEWSPAPERS, LP		\$323.40
BGD1303125		AD	\$161.70	
BGD1303331		AD	\$161.70	
052098	5/8/2019	GRIZZLY RIDGE HONDA		\$243.77
404601		CHAPS	\$243.77	
052099	5/8/2019	HACH SALES & SERVICE CANADA		\$341.89
192233		CHLORINE	\$341.89	
052100	5/8/2019	JOHN BROOKS COMPANY LIMITED		\$2,215.87
2293500		REPAIR PUMP	\$1,070.37	
2293501		REPAIR PUMP	\$1,145.50	
052101	5/8/2019	KERIK, MURRAY		\$967.32
04302019EXP		COUNCIL-1060KM	\$967.32	
052102	5/8/2019	LAKESIDE LEADER		\$401.02
093821		AD	\$401.02	

AGENDA ITEM #7.2

System:	2:16:42 PM	2:16:42 PM	COMPUTER CHEQUE REGISTER	Page:	2
052103	5/8/2019	LESSER SLAVE LAKE BIRD		\$32,812.50	\$32,812.50
02182019		FIRESMART EDUCATION	\$32,812.50		
052104	5/8/2019	LESSER SLAVE REGIONAL WASTE		\$13,311.93	\$13,311.93
IVC008264		WASTE DISPOSAL	\$6,780.50		
IVC008281		WASTE DISPOSAL	\$75.25		
IVC008290		RECYCLE DEPOT	\$2,152.06		
IVC008292		RECYCLE DEPOT	\$2,152.06		
IVC008296		RECYCLE DEPOT	\$2,152.06		
052105	5/8/2019	LESSER SLAVE WATERSHED COUNCIL		\$5,000.00	\$5,000.00
MDLSR2019		2019 FUNDING	\$5,000.00		
052106	5/8/2019	LOCAL AUTHORITIES PENSION		\$29,082.72	\$29,082.72
05102019		MAY 10/19 PAYROLL	\$26,423.49		
05152019		T GREEN BUYBACK	\$2,659.23		
052107	5/8/2019	MAX FUEL DISTRIBUTORS LTD		\$2,538.88	\$2,538.88
169483		FUEL	\$1,248.46		
169915		TANK	\$1,290.42		
052108	5/8/2019	MAXXAM ANALYTICS INC		\$59.54	\$59.54
E1226816		POPLAR LANE	\$59.54		
052109	5/8/2019	MOTORMANIA PARTS & SERV.		\$312.01	\$312.01
S146898		BLADES	\$43.93		
S146878		GLOVES	\$173.68		
S146684		VALVES	\$94.40		
052110	5/8/2019	NEW CAP RADIO ALBERTA		\$1,421.70	\$1,421.70
314618A1		ADVERTISING	\$425.25		
314618C1		ADVERTISING	\$571.20		
314618B1		ADVERTISING	\$425.25		
052111	5/8/2019	OLSEN ELECTRICAL SERVICES		\$268.80	\$268.80
11494		ELECTRICAL	\$268.80		
052112	5/8/2019	PELL, DARLA		\$89.95	\$89.95
04302019EXP		REIMBURSE	\$89.95		
052113	5/8/2019	PRAX ENTERPRISES LTD		\$338.10	\$338.10
17485		HAUL WATER	\$191.10		
17496		HAUL WATER	\$147.00		
052114	5/8/2019	PURULATOR COURIER		\$164.85	\$164.85
441127252		FREIGHT	\$88.88		
441181859		FREIGHT	\$75.97		
052115	5/8/2019	RDECA GROUP INC.		\$6,371.61	\$6,371.61
0001494		COMMUNICATIONS	\$6,371.61		
REMIT0000000000001503	5/8/2019	RECEIVER GENERAL		\$0.00	\$0.00
00063764			\$0.00		
04262019SALARY		APRIL 26/19 SALARY	\$0.00		
04262019LSRW		APRIL 26/19 LSRW	\$0.00		
04262019WAGE		APRIL 26/19 WAGE	\$0.00		
052116	5/8/2019	REYNOLDS, MIRTH, RICHARDS		\$2,202.56	\$2,202.56
196991		LEGAL FEES	\$2,136.46		
197286		LEGAL FEES	\$66.10		
052117	5/8/2019	RMA FUEL		\$17,019.48	\$17,019.48
PF751076338		FUEL	\$17,019.48		
REMIT0000000000001504	5/8/2019	ROYAL BANK VISA		\$0.00	\$0.00
2449C19		RUSS JASSMAN-VISA	\$0.00		
7198C19		LANA SPENCER-VISA	\$0.00		
9818C19		ALLAN WINARSKI-VISA	\$0.00		
1053C19		BARRY KOLENOSKY-VISA	\$0.00		
6343C19		BILL KLASSEN-VISA	\$0.00		
6137C19		ED COPELAND-VISA	\$0.00		
5516D19		MARVIN SCHNEIDER-VISA	\$0.00		
5631D19		WANDA SINCLAIR-VISA	\$0.00		
5607D19		KEITH SMITS-VISA	\$0.00		
00063761			\$0.00		
00063762			\$0.00		
00063763			\$0.00		
00063760			\$0.00		
052118	5/8/2019	SCHELL'S CARPETS-SLAVE LAKE, L		\$7,269.17	\$7,269.17
00037187		BLINDS	\$7,269.17		
052119	5/8/2019	SEAHAWK SPECIALIZED TRUCK SERV		\$6,251.97	\$6,251.97
2549		PANTS	\$1,223.25		
M191386		INSPECTION	\$444.47		
M191384		INSPECTION	\$444.47		
M191387		INSPECTION	\$444.47		
M191388		REPAIRS	\$964.43		
M191385		INSPECTION	\$526.93		
2943		EQUIPMENT	\$2,203.95		
052120	5/8/2019	SLAVE LAKE & DISTRICT CHAMBER		\$441.00	\$441.00

AGENDA ITEM #7.2

System:	2:16:42 PM 2:16:42 PM	COMPUTER CHEQUE REGISTER	Page:	3
20181211		EXPO BCOTH	\$441.00	
052121	5/8/2019	SLAVE SAFETY SUPPLY LTD		\$965.95
119875		EXTINGUISHER	\$115.45	
119956		CERTIFICATIONS	\$850.50	
052122	5/8/2019	SPENCER, LANA		\$111.78
04252019EXP		REIMBURSE	\$111.78	
REMIT003000000001505	5/8/2019	SWAN RIVER NATURAL GAS CO-OP		\$0.00
5232765732C19		VIC	\$0.00	
5480565732C19		WW INTAKE	\$0.00	
114865732C19		CANYON WTP	\$0.00	
1144634C19		WW FIREHALL STORAGE	\$0.00	
126365732C19		WW COMPLEX	\$0.00	
125265732C19		CC ARENA	\$0.00	
5238365732C19		WW PLANT	\$0.00	
4444965732C19		POPLAR LANE WTP	\$0.00	
4370165732C19		WW FIREHALL	\$0.00	
5463541265C19		MOONEY CREEK WATER STATION	\$0.00	
5462573194C19		POPLAR LANE BOOSTER	\$0.00	
5462028160C19		WW BOOSTER	\$0.00	
00063768			\$0.00	
REMIT000000000001506	5/8/2019	TELUS MOBILITY		\$0.00
00237196D19		CELL PHONES	\$0.00	
00063769			\$0.00	
052123	5/8/2019	THE CITY OF CALGARY		\$577.50
FTF06019902		COURSE	\$577.50	
052124	5/8/2019	TIMBERLAND BUILDING SUP.		\$2,076.01
85899		LUMBER	\$5.78	
85894		LUMBER	\$7.30	
85844		SCREWS	\$10.50	
85835		CONNECTOR	\$28.01	
85947		WIPES	\$35.42	
85941		FILTERS	\$81.31	
85990		PAINT	\$74.19	
86057		CLEANER	\$27.68	
86266		TAPE MEASURE	\$31.49	
86224		KNOB	\$101.80	
86282		FILTERS	\$251.90	
86335		FILTERS	\$137.99	
86347		SLIDES	\$30.90	
86690		HOSE	\$144.86	
86703		KEYS	\$18.02	
86704		KEYCHAINS	\$4.16	
86667		PAINT	\$69.53	
86668		LIGHTS	\$44.07	
86885		BRUSHES	\$23.55	
86856		PAINT	\$101.30	
86950		CYLINDERS	\$162.69	
87153		WIPES	\$42.37	
87225		TRAY	\$11.00	
87195		TAPE	\$28.32	
87311		LUMBER	\$301.68	
87309		SUPPLIES	\$253.50	
87313		BLADES	\$46.69	
052125	5/8/2019	WRIGHT, TIMOTHY		\$499.45
04252019EXP		REIMBURSE	\$499.45	
052126	5/8/2019	WSP CANADA INC.		\$1,527.75
0828716		ENVIRONMENTAL ASSESSMENT	\$1,527.75	
052127	5/8/2019	ALBERTA LAND TITLES		\$555.00
A1061000D19		SEARCHES	\$555.00	
052128	5/8/2019	GOVERNMENT OF ALBERTA		\$65.10
05082019		BOOKS	\$65.10	
052129	5/8/2019	1571717 ALBERTA LTD.		\$13,800.68
HBRELEASE		HOLDBACK RELEASE	\$13,800.68	
052130	5/8/2019	2152330 ALBERTA LTD		\$7,843.61
1011B		JANITORIAL	\$131.25	
1012B		JANITORIAL	\$26.25	
139		FACILITY CARETAKER	\$7,686.11	
052131	5/8/2019	BLACKMORE, ANGELINE		\$52.00
04272019EXP		TRAINING	\$52.00	
052132	5/8/2019	CANADA REVENUE AGENCY		\$608.18
05082019		DEDUCTION	\$608.18	
052133	5/8/2019	GRIFFITH, ASHLEY		\$110.24
04262019EXP		BOOT ALLOWANCE	\$110.24	

AGENDA ITEM #7.2

System: 2:16:42 PM 2:16:42 PM

COMPUTER CHEQUE REGISTER

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052134	5/8/2019	GHOSTY ELECTRICAL & CONSTRUCTI		\$362.25	\$362.25
1104		INSTALL LIGHT			
052135	5/8/2019	METRIX GROUP		\$21,630.00	\$21,630.00
EJA4685		YEAR END			
052136	5/8/2019	MONAGHAN, CHRIS		\$700.00	\$700.00
05012019		REFUND DAMAGE DEPOSIT			
052137	5/8/2019	PLAINS MIDSTREAM CANADA		\$15,000.00	\$15,000.00
05022019		REFUNS ROAD USE			
052138	5/8/2019	SHAZEL CLEANING		\$5,587.05	\$5,587.05
262046		JAMITORIAL			
052139	5/8/2019	APEGA		\$210.00	\$210.00
J31902307		JOB AD			

65 Cheque(s)

Cheques Total: \$239,967.36

Check Remittance

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MD Of Lesser Slave River No. #124

Box 722
Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
002705	AXIA SUPERNET LTD.	AXIA SUPERNET LTD.			5/8/2019	REMIT000000000001501
	Your Invoice Number	Date	Amount	Amount Paid		
Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
002705	AXIA SUPERNET LTD.	AXIA SUPERNET LTD.			5/8/2019	REMIT000000000001501
	Your Invoice Number	Date	Amount	Amount Paid		
	1000146377	4/1/2019	\$731.85			
	00063765	4/30/2019	-\$731.85			
Totals				\$0.00	\$0.00	

Check Remittance

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MD Of Lesser Slave River No. #124

Box 722
Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
003499	BELL MOBILITY INC.	BELL MOBILITY INC.			5/8/2019	REMIT000000000001502
	Your Invoice Number	Date	Amount	Amount Paid		
Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
003499	BELL MOBILITY INC.	BELL MOBILITY INC.			5/8/2019	REMIT000000000001502
	Your Invoice Number	Date	Amount	Amount Paid		
	524900766C19A	3/27/2019	\$978.17			
	00063766	4/30/2019	-\$978.17			
Totals				\$0.00	\$0.00	

Check Remittance

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MD Of Lesser Slave River No. #124
 Box 722
 Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
RECEIVER	RECEIVER GENERAL	RECEIVER GENERAL			5/8/2019	REMIT00000000001503
	Your Invoice Number	Date	Amount	Amount Paid		
Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
RECEIVER	RECEIVER GENERAL	RECEIVER GENERAL			5/8/2019	REMIT00000000001503
	Your Invoice Number	Date	Amount	Amount Paid		
	00063764	4/25/2019	-\$54,881.70			
	04262019SALARY	4/26/2019	\$49,919.43			
	04262019LSRW	4/26/2019	\$2,438.22			
	04262019WAGE	4/26/2019	\$2,524.05			
Totals				\$0.00	\$0.00	

Check Remittance

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MD Of Lesser Slave River No. #124
 Box 722
 Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
001205	ROYAL BANK VISA	ROYAL BANK VISA			5/8/2019	REMIT00000000001504
	Your Invoice Number	Date	Amount	Amount Paid		
Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
001205	ROYAL BANK VISA	ROYAL BANK VISA			5/8/2019	REMIT00000000001504
	Your Invoice Number	Date	Amount	Amount Paid		
	2449C19	3/14/2019	\$457.76			
	7198C19	3/27/2019	\$317.68			
	9818C19	3/27/2019	\$2,946.08			
	1053C19	3/27/2019	\$12.00			
	6343C19	3/27/2019	\$2,121.65			
	6137C19	4/1/2019	\$562.38			
	5516D19	4/3/2019	\$115.87			
	5631D19	4/3/2019	\$925.86			
	5607D19	4/3/2019	\$1,195.73			
	00063761	4/5/2019	-\$457.76			
	00063762	4/18/2019	-\$562.38			
	00063763	4/18/2019	-\$5,397.41			
	00063760	4/25/2019	-\$2,237.46			
Totals				\$0.00	\$0.00	

Check Remittance

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MD Of Lesser Slave River No. #124
 Box 722
 Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name	Cheque Date	Cheque Number
000378	SWAN RIVER NATURAL GAS CO-OP	SWAN RIVER NATURAL GAS CO-OP	5/8/2019	REMIT000000000001505
	Your Invoice Number	Date	Amount	Amount Paid
Vendor ID	Vendor Name	Cheque Name	Cheque Date	Cheque Number
000378	SWAN RIVER NATURAL GAS CO-OP	SWAN RIVER NATURAL GAS CO-OP	5/8/2019	REMIT000000000001505
	Your Invoice Number	Date	Amount	Amount Paid
	5232765732C19	4/2/2019	\$248.82	
	5480565732C19	4/2/2019	\$196.37	
	114865732C19	4/2/2019	\$1,375.07	
	1144634C19	4/2/2019	\$96.20	
	126365732C19	4/2/2019	\$463.76	
	125265732C19	4/2/2019	\$134.43	
	5238365732C19	4/2/2019	\$2,596.73	
	4444965732C19	4/2/2019	\$62.13	
	4370165732C19	4/2/2019	\$590.74	
	5463541265C19	4/2/2019	\$96.75	
	5462573194C19	4/2/2019	\$141.91	
	5462028160C19	4/2/2019	\$286.51	
	00063768	4/30/2019	-\$6,289.42	
Totals			\$0.00	\$0.00

Check Remittance

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MD Of Lesser Slave River No. #124
 Box 722
 Slave Lake AB T0G 2A0

Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
001052	TELUS MOBILITY	TELUS MOBILITY			5/8/2019	REMIT000000000001506
	Your Invoice Number	Date	Amount	Amount Paid		
Vendor ID	Vendor Name	Cheque Name			Cheque Date	Cheque Number
001052	TELUS MOBILITY	TELUS MOBILITY			5/8/2019	REMIT000000000001506
	Your Invoice Number	Date	Amount	Amount Paid		
	00237196D19	4/6/2019	\$3,724.25			
	00063769	4/30/2019	-\$3,724.25			
Totals				50.00	\$0.00	



Lesser Slave River

Date: May 22, 2019

Department: Transportation

Subject: Willow Lane Dust Control

Prepared By: Bill Klassen

Background:

As per policy *E1. Dust Control* the Municipal District's Transportation Department undertakes an annual Dust Control program each year. This program is intended to alleviate problem areas where dust from gravel roads creates a hazard as well as help reduce maintenance costs throughout the summer months.

On May 15, 2019 administration received a letter from residents on Willow Lane requesting that the Municipal District **not** apply dust control to the west end of Willow Lane in the Poplar Lane Subdivision. This letter was signed by four out the five residents in this cul de sac. The fifth resident was contacted by phone and had no objections to this request.



Analysis:

The west end of Willow Lane is approximately one hundred meters long. This section should not create enough dust to produce a hazard, as the Municipal District will still apply dust control to the remainder of the subdivision. Any increased maintenance costs would be negligible.



Lesser Slave River

Conclusions and Recommendations:

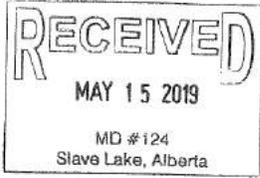
After reviewing the request and related costs, Administration recommends that council grant the request.

Enclosure:

- Letter Dated May 14, 2019
- Policy *E.1 Dust Control*



Lesser Slave River



May 14, 2019
MD of Lesser Slave River No. 124
PO Box 722
Slave Lake, Alberta
TOG 2A0

RE: DUST CONTROL WILLOW LANE, ACRES SUBDIVISION

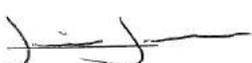
To whom it may concern:

We, the undersigned, request that the MD of Lesser Slave River No. 124 does not apply dust control (Calcium or other material) on the gravel road adjacent to our properties at the west end of Willow Lane.

The calcium, or other material, gets tracked into our driveways, garages, houses, and property with unwanted results. It is dirty and harms our vehicles and property.

After a rain the calcium, or other material, runs off the road surface and into the adjoining properties and kills the vegetation.

Yours truly,

			
Ken Caissie	Carey Barnstable	Andrew Maitland	Jamie Jackson
1 Willow Lane	2 Willow Lane	6 Willow Lane	10 Willow Lane

DELIVERED by Hand
K



Lesser Slave River

Text Messaging Between Ken Caissie and Carey Barnstable May 14, 2019 18:35

KC: We need to write a letter to the md for them not to apply dust control. I have it written and signed by Andrew, Jamie and me. Just need your signature. I have the letter at home

CB: Ok won't be home till Sunday
CB: You can forge my signature

KC: I'll sign it "Ken Caissie for Carey Barnstable "

CB: Ok



Lesser Slave River

TITLE: DUST CONTROL

EFFECTIVE DATE: May 9, 2001

POLICY NUMBER: E.1

STATEMENT:

To improve the quality of life and to minimize adverse safety conditions in Municipal District No. 124, dust control agents may be applied on rural roads adjacent to residences.

RESPONSIBILITIES:

1. The application of dust control agents shall be carried out by Municipal District No.124 or its agents in accordance with this policy, and within Dust Control Program budget limits.
2. Dust control agents shall not be applied on private or leased roads or other roads not under the jurisdiction of the Municipal District.
3. Residents wishing dust control that do not meet the requirements of Clause 6 must make written application at the Municipal District office each year prior to April 1st. Residents within designated Hamlets are exempt from having to make written application.
4. Dust control agents shall be applied for a length of 100 meters on the road adjacent to the applicant's residence.
5. The cost of the dust control treatment is subject to the fees as established by Council. (See attached Schedule of Fees).
6. Dust control agents **may** be applied at no charge to the applicant on Municipal District roads as follows:
 - a. Major Intersections, district roads and school bus stops with poor alignments considered hazardous due to dusty conditions
 - b. Hamlets
 - c. Cemeteries
 - d. Industrial Parks
 - e. Designated gravel haul routes from Municipal District gravel pits
 - f. Residence which are located within 100 meters of the center line of a local road and have an average daily traffic flow in excess of 150 vehicles. The daily average vehicle flow shall be as detailed in the Municipal District of Lesser Slave River No. 124 January 2001 Rural Road Study Update.
7. Dust control agents may be applied to commercial/industrial haul routes with the full cost of application charged to the commercial /industrial business or as per the conditions set forth in the Municipalities Haul Road Agreements.



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8. Residents requesting extended lengths in excess of 100 meters shall pay the full cost of the service for those additional lengths at the unit price per lineal meter as established by Council.
9. Dust control agents are normally applied after the lifting of spring road bans and as materials and equipment become available.
10. The type of dust control agent applied to any site shall be determined by Council in consultation with the Director of Field Services.
11. The Municipal District does not in any way guarantee the effectiveness of the dust control agent. Once the agent has been applied no refunds shall be made.
12. When the condition of the roadway, in the opinion of the Director of Field Services and the area Councillor, is considered beyond normal maintenance and repair, it may be restored to its original gravel condition.
13. In February and March of the given year, the Municipal District shall advertise that applications are being accepted and are available at the Municipal District office (See attached-Application Form).



Lesser Slave River

SCHEDULE "A"

SNOWPLOWING AGREEMENT

This Agreement made this _____ day of _____ A.D., 20____ between

THE MINISTER OF MUNICIPAL AFFAIRS
AS COUNCIL FOR
MUNICIPAL DISTRICT 124
(Hereinafter called the "Minister")

OF THE FIRST PART

-- And --

(Hereinafter called the "Owner")

OF THE SECOND PART

WHEREAS, the "Owner" is the owner, purchaser or lessee of the following land:

_____;

and

WHEREAS, the Owner desires the Minister to grade or snowplow his private driveway when such driveway becomes impassable or hazardous.

NOW THEREFORE, the Minister and the Owner for the consideration hereinafter named, agree as follows:

1. The Minister agrees to snowplow the private driveway of the Owner when so requested by the Owner, however, it shall be understood that such plowing shall only be undertaken at the discretion of the Minister and only after the public roads have been cleared of snow to the satisfaction of the Minister.
2.
 - a. The Owner hereby agrees to pay to the Minister a sum of Thirty Dollars (\$42.50 plus GST) per Snowplowing Request Flag ("hereinafter referred to as the Flag or Flags") purchased from the Minister.
 - b. The Owner hereby agrees that each Flag purchased will entitle him to have his driveway snowplowed by the Minister from the residence to the roadway to a maximum distance of ¼ mile (0.4 km) per flag.



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- c. The Owner hereby agrees the Flag or Flags placed at the entrance to the Owner's driveway shall be returned to the Minister upon completion of each plowing.
- 3. Either party may terminate this Agreement by serving Notice of Intent to do so on the other Party not less than 30 days in advance of the termination period.
- 4. The Owner hereby covenants and agrees that he will at all times indemnify and save harmless the Minister, his servants, agents, and employees from and against all loss, damage or injury however caused, which may at any time during the continuance of this Agreement occur to any person or the property of any person including the Owner.
- 5. The Owner shall not assign or transfer his interest under this Agreement without first obtaining the written consent of the Minister.
- 6. The Minister shall have the right to refuse to plow any driveway that in the opinion of the grader operator will be hazardous or difficult to plow.
- 7. The Owner shall not be entitled to a refund for any purchased Flags unless he moves from the Improvement District.
- 8. Flags at all times remain the property of the Minister.

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto.

Chief Administrative Officer

Reeve

WITNESS

OWNER OR LESSEE

WITNESS

MUNICIPAL DISTRICT 124 REPRESENTATIVE



Lesser Slave River

DUST CONTROL TREATMENT

Schedule of Fees

(CALCIUM CHLORIDE / CALCIUM LIGNOSULFINATE)

Standard 100 meters per resident	\$ 150.00
Full Cost per Lineal Meter	\$ 2.00

Note: Prices based on 8 meter Road top width

ASPHALTIC OILS

With the exception of Hamlets, the application of oil as a dust control measure will only be used if the applicant agrees to fund the project at 100%

Boards - Conferences -Events

May 22, 2019

<i>Agricultural Service Board</i>	<i>Update May 9th</i>
<i>Athabasca Regional Waste Management Commission</i>	<i>Next Meeting June 10th</i>
<i>Athabasca Watershed Council</i>	<i>Next Meeting May 25th</i>
<i>Community Futures - Lesser Slave Lake Region</i>	
<i>Community Futures – Tawatinaw</i>	<i>Next Meeting June 19th</i>
<i>Community Education Committee</i>	<i>Update May 16th</i>
<i>Chamber of Commerce</i>	<i>Next Meeting May 27th</i>
<i>Canyon Creek Harbour Authority</i>	
<i>Inter-Municipal Committee</i>	<i>Next Meeting June 24th</i>
<i>Lesser Slave Regional Housing Authority</i>	<i>Update May 16th</i>
<i>Lesser Slave Regional Waste Management Commission</i>	<i>Next Meeting June 17th</i>
<i>Municipal Planning Commission</i>	<i>No Date Scheduled</i>
<i>Regional Library Board</i>	
<i>Peace Library System</i>	<i>Next Meeting May 25th</i>
<i>Pembina Zone</i>	<i>Next Meeting July 15th</i>
<i>Slave Lake Airport</i>	<i>Next Meeting June 4th</i>
<i>Lesser Slave Watershed Council</i>	<i>Update IWMP May 9th</i>
<i>Northern Alberta Elected Leaders</i>	
<i>Homeland Housing</i>	<i>Next Meeting May 23rd</i>
<i>VSI</i>	
Other Meetings/Events	
<i>Invasive Species Workshop</i>	<i>Update May 13th</i>
<i>Water North Coalition</i>	<i>Update May 16th</i>
<i>Tri-Council Health</i>	<i>Update May 16th</i>