



AGENDA

Municipal District No.124 Regular Council
Wednesday, September 11, 2024 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 September 11, 2024, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the September 11, 2024, Regular Meeting of Council Agenda as presented.

ADOPTION OF MINUTES

- 4.1 August 28, 2024, Regular Meeting of Council Meeting Minutes

6 - 9

Proposed Motion: Move to adopt the August 28, 2024, Regular Meeting of Council Minutes as presented.

[08282024 - DRAFT MINUTES - Regular Council](#)

DELEGATIONS

- 5.1 RCMP Slave Lake - Sgt. Bruyns

RCMP Westlock - Sgt. Shen

Proposed Motion: Move to accept the presentation from Sgt. Bruyns as information.

Proposed Motion: Move to accept the presentation from Sgt. Shen as information.

- 5.2 Travelling Timbers - CLOSED SESSION 10:30 a.m.

CONFIDENTIAL ITEMS - CLOSED SESSION

- 6.1 Closed Session as per Sections 16 & 29 of the FOIP Act

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

- Travelling Timbers

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

REQUESTS FOR DECISION

- 7.1 Expression of Interest (EOI) Award-Wagner Subdivision Lots for Public Lease -
Documents to be distributed at meeting
- Proposed Motion:*
- 7.2 MDLSR Branded Apparel Proposal 10 - 11
- Proposed Motion: Move that Council approve Administration to cover 50% of the cost for MDLSR branded apparel for all permanent employees to a maximum of \$150.00 per year, per employee.*
- [RFD - MD Apparel](#)
- 7.3 Recreation and Open Spaces Master Plan 12 - 13
- Proposed Motion: Move that Council adopt the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook as presented.*
- [RFD - Recreation and Open Spaces Master Plan](#)
- 7.4 2024 Roadside Brushing Results 14 - 15
- Proposed Motion: Move that Council award the western portion of the roadside brushing program to Sawridge First Nation for \$35,180.00.*
- Proposed Motion: Move that Council award the eastern portion of the roadside brushing program to Exact Oilfield for \$82,818.00.*
- [RFD - Roadside Brushing](#)
- 7.5 East Mitsue Pavement Repairs Tender Results 16 - 20
- Proposed Motion: Move that Council accept the tenders submitted by E Construction and Knelsen Sand & Gravel for the East Mitsue Pavement Repairs as information.*
- Proposed Motion: Move that Council direct Administration to retender the East Mitsue Pavement Repairs in 2025.*
- [RFD - East Mitsue Pavement Repairs](#)
[Official Tender Results - East Mitsue Road Pavement Rehabilitation](#)
[RECOMMENDED AWARD - East Mitsue Road Rehabilitation](#)
- 7.6 Letter of Support - Athabasca Recreational Trails Association 21 - 23
- Proposed Motion: Move that Council provide the Athabasca Recreational Trails Association with a Letter of Support to accompany their Community Facility Enhancement Program application.*
- [RFD - Letter of Support - Athabasca Recreational trails Association](#)
[Letter of Support - Athabasca Recreational Trails Association](#)
- 7.7 Letter of Support - Gentle Ben Care Society 24 - 26
- Proposed Motion: Move that Council provide Gentle Ben Care Society with a Letter of Support to accompany their application for the new Horizons for Seniors Program grant.*
- [RFD - Gentle Ben Care Society](#)
[Letter of Support - Gentle Ben Care Society](#)

BYLAWS

- 8.1 Bylaw 2024-17 Intermunicipal Development Plan Amendment #1 (HWY 2 adjacent to Mooney Creek) 27 - 36

Proposed Motion: Move that Council give First Reading to Bylaw 2024-17 being an Intermunicipal Development Plan Bylaw Amendment #1 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) and to tentatively schedule the Public Hearing for October 9, 2024.

- [1. IDP RFD - Summit](#)
- [2. Bylaw 2024-17 IDP Amendment 1](#)
- [3. LUA application - redacted](#)
- [4. Location Map](#)
- [5. Zoning Map - IDP](#)
- [6. IDP Map 4.6](#)

- 8.2 Bylaw 2024-18 Land Use Bylaw Amendment #19 (HWY 2 adjacent to Mooney Creek) 37 - 45

Proposed Motion: Move that Council gives First Reading to Bylaw 2024-18 being a Land Use Bylaw Amendment #19 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) and to tentatively schedule the Public Hearing for October 9, 2024.

- [1. RFD LUA - Summit](#)
- [2. Bylaw 2024-18 LUA 19](#)
- [3. LUA application - redacted](#)
- [4. Location Map 24-RZ-06](#)
- [5. Zoning Map](#)

POLICIES

- 9.1 HR-17-02 Human Resource Management Policy 46 - 50

Proposed Motion: Move that Council approve HR-17-02 Human Resource Management policy as presented.

- [RFD - HR-17-02 Human Resource Management](#)
- [HR-17-02 Human Resource Management Policy](#)

- 9.2 HS-13-01 Health & Safety Policy 51 - 55

Proposed Motion: Move to approve HS-13-01 Health & Safety policy as amended.

- [RFD - HS-13-01 Health & Safety Management](#)
- [HS-13-01 Health & Safety Management Policy](#)

ITEMS FOR DISCUSSION

- 10.1

NEW BUSINESS

- 11.1 2025 Proposed Council Road Tour

Proposed Motion: Move to accept the 2025 Council Road Tour as information.

- 11.2

11.3

11.4

REPORTS

- 12.1 Board Reports - Agricultural Services
 - Agricultural Service Board - Councillors Melzer and Fulmore
 - Veterinary Services Incorporated - Councillors Melzer and Fulmore
- 12.2 Board Reports - Community Futures
 - Community Futures Slave Lake - Councillor Sand
 - Community Futures Tawatinaw Region - Councillor Melzer
- 12.3 Board Reports - Airport
 - Slave Lake Airport Services Commission - Councillors Seatter, Fulmore and Pearson
- 12.4 Board Reports - Education Libraries
 - Peace Library Systems - Councillors Pearson and Sand
 - Slave Lake Regional Library Board - Councillor Sand
 - Community Education Committee - Councillor Seatter
- 12.5 Board Reports - Economic Development
 - Slave Lake Chamber of Commerce - Councillor Seatter
- 12.6 Board Reports - Seniors and Housing
 - Lesser Slave Lake Regional Housing Authority - Councillors Pearson and Sand
 - Homeland Housing - Councillor Melzer
- 12.7 Board Reports - Inter-Municipal Committees - Reeve Kerik, Deputy Reeve Spencer, Councillors Sand and Seatter
- 12.8 Board Reports - Planning & Development
 - Municipal Planning Commission - Deputy Reeve Spencer, Councillors Seatter, Pearson and Fulmore
- 12.9 Board Reports - Tourism
 - Slave Lake Regional Tourism - Deputy Reeve Spencer
- 12.10 Board Reports - Reeve Appointments
 - Northern Alberta Development Council/Northern Alberta Elected Leaders
 - Director of Wildfire Legacy Corporation
- 12.11 Board Reports - Regional Alliances
 - Alberta North Central Alliance - Reeve Kerik and Councillor Sand
- 12.12 Board Reports - Tri-Council Committees
 - Tri-Council Health Advocacy Committee - Councillors Pearson, Melzer and Fulmore
- 12.13 Board Reports - Waste Management
 - Athabasca Regional Waste Management Services Commission - Councillors Sand and Fulmore
 - Lesser Slave Regional Waste Services Commission - Manager Kolenosky, Deputy Reeve Spencer, Councillors Pearson and Seatter
- 12.14 Board Reports - Watersheds
 - Lesser Slave Lake Watershed Council - Councillors Seatter and Pearson
 - Athabasca Watershed Council - Councillor Sand

12.15 Board Reports - All Council Committees

- Tri-Council (MD/TOSL/Sawridge First Nation)
- Pembina River District No.3
- Disaster Service Committee

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

NOTICE OF MOTION

ADJOURNMENT

MINUTES

**Regular Meeting of Council
Municipal District of Lesser Slave River No. 124
August 28, 2024
Council Chambers**

- MEMBERS PRESENT** Murray Kerik - Reeve
Lana McCann - Deputy Reeve Division 2
Darren Fulmore - Division 1
Sandra Melzer - Division 1
Nancy Sand - Division 1
Brad Pearson - Division 2
- MEMBERS ABSENT** Norm Seatter - Division 2
- IN ATTENDANCE** Barry Kolenosky - CAO, MDLSR
Sandra Rendle - Associate Director, Legislative Services, MDLSR
Holly Omelchuk - Director, Finance, MDLSR
Shari Spencer - Assistant Director, Field Services, MDLSR
Cody Borris - Transportation/Facilities Maintenance Manager, MDLSR
Marilyn Gladue - Recording Secretary, MDLSR
Joe McWilliams - Reporter, Lakeside Leader (Teams)
- CALL TO ORDER** Reeve Kerik called the meeting to order at 10:00 a.m.
Omelchuk entered at 10:00 a.m.
- INTRODUCTION** New Human Resource Manager – Nicky van Deventer
van Deventer entered at 10:00 a.m.
van Deventer exited at 10:04 a.m.
- ADOPTION OF AGENDA** **August 28, 2024, Regular Meeting of Council Agenda**
MOTION 408-24
Moved by Councillor Pearson to adopt the August 28, 2024, Regular Meeting of Council Agenda as amended:
Add: - Delegate – Jesse Sippola
- Enumerator presentation
- CLOSED SESSION Items
- CARRIED**
- ADOPTION OF MINUTES** **August 14, 2024, Regular Meeting of Council Minutes**
MOTION 409-24
Moved by Councillor Fulmore to adopt the August 14, 2024, Regular Meeting of Council Minutes as amended:
- Motion #394-24 correct dollar amount using comma vs. period.
- CARRIED**

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Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
August 28, 2024

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**ACCEPTANCE OF MINUTES
FOR INFORMATION**

August 14, 2024, Community Assistance Board Meeting Minutes

MOTION 410-24

Moved by Councillor Pearson to accept the August 14, 2024, Community Assistance Board Meeting Minutes as information.

CARRIED

DELEGATION

Jesse Sippola – MD Resident

MOTION 411-24

Moved by Councillor Pearson to accept the discussion with Jesse Sippola as information.

CARRIED

**REQUEST FOR
DECISION**

Minister Visit Follow up

MOTION 412-24

Moved by Councillor Fulmore that Council direct Administration to send the draft letter to Minister Schulz requesting special funding to offset the flood response costs.

CARRIED

MOTION 413-24

Moved by Councillor Melzer that Council accept the July 2024 Flood Response Costs report as information.

CARRIED

DELEGATION

Wood Gundy – James Hobson

MOTION 414-24

Moved by Councillor Melzer to accept the presentation from Wood Gundy as information.

CARRIED

Spencer/Borris entered at 10:43 a.m.
Rendle entered at 10:47 a.m.

Transportation Inventory Write Offs

MOTION 415-24

Moved by Councillor Fulmore that Council direct Administration to write off Transportation Inventory, in the amount of \$135,449.66. Old/obsolete inventory, signage and new/old stock blades, these items would go to public auction surplus.

CARRIED

Spencer/Borris exited at 11:23 a.m.

Draft Memorandum of Understanding – Traildusters Horse Club

MOTION 416-24

Moved by Councillor Melzer that Council direct Administration to send the draft Memorandum of Understanding as amended to Traildusters for signing.

CARRIED

Rendle exited at 11:35 a.m.
Councillor Sand exited at 11:35 a.m.
Councillor Sand returned at 11:37 a.m.
Councillor Pearson exited at 11:39 a.m.

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Councillor Pearson returned at 11:41 a.m.

REPORTS

Chief Administrative Officer Monthly Report

MOTION 417-24

Moved by Deputy Reeve McCann to accept the Chief Administrative Officer Monthly report as information.

CARRIED

Financial

Finance Monthly Reports

MOTION 418-24

Moved by Councillor Melzer to accept the Municipal District of Lesser Slave River No. 124 – Statement of Operations for June 30, 2024, and July 31, 2024, for information.

CARRIED

Kolenosky exited at 11:43 a.m.
Kolenosky returned at 11:46 a.m.
Councillor Melzer exited at 11:43 a.m.
Councillor Melzer returned at 11:45 a.m.
Reeve Kerik exited at 11:53 a.m.
Reeve Kerik returned at 11:56 a.m.

**RECESS
RECONVENE**

12:10 p.m.
12:45 p.m.

NEW BUSINESS

Library Board Request

MOTION 419-24

Moved by Councillor Melzer that the Municipal District of Lesser Slave River No.124 does not create a Capital Reserve Fund for the Regional Library Board.

CARRIED

Alberta North Central Alliance Update Priority Ranking

MOTION 420-24

Moved by Councillor Fulmore that Council accept the Alberta North Central Alliance Priority Ranking as presented.

CARRIED

CLOSED SESSION

MOTION 421-24

Moved by Deputy Reeve McCann to go into Closed Session at 1:03 p.m. as per the following section of the FOIP Act with CAO Kolenosky in attendance.

Section 17 – Disclosure Harmful to personal privacy

CARRIED

Omelchuk, McWilliams and Gladue exited at 1:03 p.m.

MOTION 422-24

Moved by Councillor Melzer to return to Open Session at 1:18 p.m.

CARRIED

Omelchuk, McWilliams and Gladue returned at 1:18 p.m.

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Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
August 28, 2024

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ADJOURNMENT

MOTION 423-24

Moved by Councillor Sand to adjourn at 1:19 p.m.

CARRIED

Chief Administrative Officer

Reeve

DRAFT



Lesser Slave River

Request for Decision

Title:	MDLSR Branded Apparel Proposal
Date:	09/11/2024
Presented By:	Sandra Rendle
Attachments:	None

Proposed Motion	<i>Move that Council approve Administration to cover 50% of the cost for MDLSR branded apparel for all permanent employees to a maximum of \$150 per year, per employee.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

To seek approval for the MDLSR to cover 50% or more of the costs for branded apparel for employees. This initiative aims to enhance brand visibility, create a unified team appearance, and boost employee morale. Branded apparel plays a significant role in representing MDLSR's identity, particularly during events, client meetings, and in the day-to-day operations where employees interact with the public. By co-funding these items, MDLSR can ensure consistency in brand representation while offering financial support to employees who may not otherwise purchase these items.

ALTERNATIVE OPTIONS:

1. Moved that Council approves Administration to cover 50% of the cost for MDLSR Branded Apparel for all permanent employees to a maximum of \$150 per year, per employee.
2. Moved that Council approves Administration to cover 100% of the cost for MDLSR Branded Apparel for all permanent employees to a maximum of \$300 per year, per employee.
3. Move that Council accept the MDLSR Branded Apparel Proposal for information.

BENEFIT/RISKS:

Benefits:

Increased Visibility: Branded apparel worn by employees will increase MDLSR's presence in day-to-day operations and at community events, serving as a walking advertisement.

Increased Morale: Offering financial assistance for branded apparel demonstrates MDLSR's investment in its employees, fostering a sense of pride and belonging within the team.

Professional Appearance: A uniform look can enhance MDLSR's professional image, improving first impressions.

Team Unity: Matching apparel can reinforce team cohesion and spirit, promoting a unified team.

Risk:

Cost to MDLSR: MDLSR will incur additional expenses, which could impact budget allocations for other initiatives or operational needs.

Employee Participation: There is a risk that not all employees may wish to purchase the apparel, leading to uneven adoption and potential inconsistency in brand representation.

Ongoing Commitment: Once initiated, there may be an expectation for MDLSR to continue funding apparel in the future, leading to recurring expenses.

STRATEGIC ALIGNMENT:

Improves employer-employee relationships.

FINANCIAL IMPLICATION:

The total cost will be dependent on the number of employees participating and the price of the apparel items.

OTHER CONSIDERATIONS:

None.

COMMUNICATION STRATEGY:

MDLSR will be notified of Council's decision.

Prepared By: Sandra Rendle, Associate Director, Legislative Services
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Recreation and Open Spaces Master Plan
Date:	September 11, 2024
Presented By:	Sandra Rendle
Attachments:	None.

Proposed Motion	<i>Move that Council adopt the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook as presented.</i>
Administration's Recommendation(s)	As Proposed.

BACKGROUND:

RC Strategies presented the final draft of the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook at the August 28, 2024, Committee of the Whole meeting.

The next step in the process is to adopt the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook.

Currently, the final version is with RC Strategies designers for final editing and then the printing of the documents.

ALTERNATIVE OPTIONS:

1. Move that Council adopt the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook as presented.
2. Move that Council postpone the adoption of the Recreation and Open Spaces Master Plan, the MDLSR Site Selection Workbook and the MDLSR Project Prioritization Workbook until the final version is provided by RC Strategies.
3. Move that Council direct Administration to bring the Recreation and Open Spaces Master Plan to an upcoming Committee of the Whole meeting for further discussion.

BENEFIT/RISKS:

Benefit: The Recreation and Open Spaces Master Plan along with the Site Selection and Project Prioritization Workbook will help guide Administration and Council in future planning of recreation and our open spaces.

Risks: MDLSR does not have any current documents that provide direction on recreation and open spaces within the municipality.

STRATEGIC ALIGNMENT:

Supports initiatives for community halls, common green spaces and places for recreation and socializing.

FINANCIAL IMPLICATION:

Council budgeted \$80,000 in 2023 for the project.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Once approved, the Plan will be advertised on our website and will become one of our overarching planning documents.

Prepared By: Sandra Rendle, Associate Director, Legislative Services
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	2024 Roadside Brushing Results
Date:	September 11, 2024
Presented By:	Cody Borris
Attachments:	None.

Proposed Motion	<ol style="list-style-type: none"> 1. <i>Move that Council award the western portion of the roadside brushing program to Sawridge First Nation for \$ 35,180.00.</i> 2. <i>Move that Council award the eastern portion of the roadside brushing program to Exact Oilfield for \$ 82,818.00.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

The Municipal District of Lesser Slave River has a roadside brushing program in the operational budget. The Transportation Department identifies problem areas that require tree removal. The project is completed by contractors. Administration advertised the 2024 brushing program on August 15, 2024, with a closing date of August 26, 2024. The brushing program was split into two areas East and West. Administration received three bids for the East program and three bids for the West program.

West	
Birch tree	\$ 54,500.00
Sawridge Resource Development	\$ 35,180.00
Exact Oilfield	\$ 40,000.00

East	
Sawridge Resource Development	\$ 298,755.00
Exact Oilfield	\$ 82,818.00
Birch tree	\$114,780.00

ALTERNATIVE OPTIONS:

Council can choose to pick an alternative option from what is suggested by Administration.

BENEFIT/RISKS:

It is a benefit to the MD to continue the roadside brushing program to ensure sightline lines are maintained and to reduce traffic and tree hazards.

STRATEGIC ALIGNMENT:

N/A

FINANCIAL IMPLICATION:

Monies for the brushing program were set aside in the 2024 operating budget.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Successful bidders will be informed of Council's decision. The project will be advertised on Voyent Alert and MD website once the project has started.

Prepared By: Cody Borris Transportation & Facilities Maintenance Manager

Reviewed By: Dawn Lynn Durocher, Municipal Clerk

Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	East Mitsue Pavement Repairs Tender Results
Date:	September 11, 2024
Presented By:	Shari Spencer
Attachments:	Official Tender Opening Results, Milestone Engineering Recommendation

Proposed Motion	<ol style="list-style-type: none"> 1. <i>Moved that Council accept the tenders submitted by E Construction and Knelsen Sand & Gravel for the East Mitsue Pavement Repairs as information.</i> 2. <i>Moved that Council direct Administration to retender the East Mitsue Pavement Repairs in 2025.</i>
Administration's Recommendation(s)	As Proposed.

BACKGROUND:

In the 2024 Capital Budget, Council allotted \$410,000 for pavement rehabilitation of 600 meters of pavement on the South end of the East Mitsue Road. Milestone Engineering was engaged to develop a tender package and supervise the construction. A tender was advertised in late July 2024 for three weeks on the Alberta Purchasing Connection, MD website and in the local paper. Upon closing two bids were received, both of which were significantly over budget.

Bidder	Amount
E Construction, a division of CWC Inc.	\$713,561.00
Knelsen Sand & Gravel	\$876,394.54

The budget was set after consulting both an independent engineering firm and a paving contractor. An estimated budget completed by Milestone before the tender was posted, projected that the project would come in close to budget based on similar projects. As outlined in the attached evaluation from Milestone, the high pricing could be due to myriads of factors such as smaller quantities or increased risk due to timing.

ALTERNATIVE OPTIONS:

The MD has three options:

- They can award to E Construction, a division of CWC Inc., and cover the budget overage with reserve monies.
- They can choose not to award the work and retender with additional work in 2025.

BENEFIT/RISKS:

By retendering in 2025, the MD may be able to group this work with another project in 2025, to entice better bids, or it may be able to capitalize on projects in the area such as highway 88 paving or paving in the Town of Slave Lake. The tender did contain a clause stating that the MD has the right not to award the project to any bidders, so there is no threat of legal action by one of the bidders.

There is always a risk that further deterioration of this section over the Winter will result in a bigger scope and

therefore a higher cost in 2025. However, this section of road has not seen major maintenance for many years, it is unlikely that six months will have that much impact on the overall project.

STRATEGIC ALIGNMENT:

Postponing this work until 2025 aligns with the MD's requirements to balance the protection of public infrastructure with prudent spending of public money.

FINANCIAL IMPLICATION:

Not awarding the work does not have an immediate impact on Municipal finances. Awarding now would result in \$349,075.10 being drawn from reserves.

OTHER CONSIDERATIONS:

There are several paving projects scheduled in the area for 2025, that will draw a lot of interest from a wide range of contractors. Some of these are MD projects being brought forward for consideration in the 2025 budget. Administration recommends looking at this project in conjunction with those to achieve the most strategic pricing.

COMMUNICATION STRATEGY:

Bidders will be notified of the decision in writing.

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

MD of LESSER SLAVE RIVER
East Mitsue Road Pavement Rehabilitation
Closing Date: August 21, 2024 at 11:00 am

Official Tender Result

CONTRACTOR	TOTAL TENDER
E Construction, a Division of CWC Inc.	\$ 713,541.00
Knelsen Sand & Gravel Ltd.	\$ 876,394.54



August 22, 2024

Municipal District of Lesser Slave River No. 124
P.O. Box 722
3000 – 15th Ave SE Slave Lake, AB
T0G 2A0

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

**Re: East Mitsue Road Pavement Rehabilitation
Recommended Award and Anticipated Expenditures Summary
Contract 05-2024**

Tenders from E Construction, a Division of CWC Inc. and Knelsen Sand & Gravel Ltd. were received on August 21, 2024 for the above noted project. The lowest bidder was **E Construction, a Division of CWC Inc.** with a total tender of **\$713,561.00**. The total tender for Knelsen Sand & Gravel Ltd. was \$876,394.54.

The tender documents have been checked over by Milestone Engineering Services Ltd. (MESL). No errors or omissions were identified.

These tender prices are higher than estimated. This could be due to the small quantities of the project or the late season advertising. MESL recommends re-tendering this work to be completed in 2025 and/or to include it with another paving project to increase the quantities and bring down the unit prices.

Find detailed below the anticipated expenditures for this project with the bid from E Construction, a Division of CWC Inc with the Site Occupancy bid item removed from the construction cost.

Construction	\$665,561.00
Contingencies (10%)	\$66,556.10
Engineering	
<i>(Design, Contract Preparation, Administration, Project Management, Surveying)</i>	\$26,958.00
Total	\$759,075.10

These totals do not include the GST.

Find attached the *Official Tender Results – East Mitsue Road Pavement Rehabilitation*.



Should you require any additional information or clarification please contact me.

Sincerely,

Julie Kitz, P.Eng.
Milestone Engineering Services Ltd.

cc: Kevin J. Pothier, P.Eng., Milestone Engineering Services Ltd.

800 Main Street North
Slave Lake, Alberta

P.O. Box 458
2195 Mistassiniy Road North
Wabasca, Alberta T0G 2K0

Phone: 780 805 8444
www.mesl.ca Page 2 of 2



Lesser Slave River

Request for Decision

Title:	Letter of Support – Athabasca Recreational Trails Association
Date:	September 11, 2024
Presented By:	Sandra Rendle
Attachments:	Letter of Support

Proposed Motion	<i>Move that Council provide the Athabasca Recreational Trails Association with a Letter of Support to accompany their Community Facility Enhancement Program application.</i>
Administration's Recommendation(s)	As Proposed.

BACKGROUND:

Administration received an email from the Athabasca Recreational Trails Association requesting a letter of support to accompany their application to the Community Facility Enhancement Program for ongoing repair and maintenance of the Peace River Trail.

ALTERNATIVE OPTIONS:

1. Move that Council provide the Athabasca Recreational Trails Association with a Letter of Support to accompany their Community Facility Enhancement Program application.
2. Move that Council accept the request for a letter of support from the Athabasca Recreational Trails Association for information,

BENEFIT/RISKS:

Benefit: Provides continued support of community organizations who maintain recreational opportunities within our municipality.

Risk: None.

STRATEGIC ALIGNMENT:

Aligns with MDLSR commitment to recreation in our area.

FINANCIAL IMPLICATION:

None.

OTHER CONSIDERATIONS:

None.

COMMUNICATION STRATEGY:

Athabasca Recreational Trails Association will be notified and provided the letter of support to attach to their application.

Prepared By: Sandra Rendle, Associate Director, Legislative Services
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

September 11, 2024

To Whom It May Concern,

**Re: Community Facility Enhancement Program
Letter of Support – Athabasca Recreational Trails Association Application**

On behalf of the Council for the Municipal District of Lesser Slave River No. 124, we are pleased to offer this letter in strong support of the Athabasca Recreational Trails Association's application for the Community Facility Enhancement Program grant.

The Athabasca Recreational Trails Association plays a vital role in the maintenance and repair of the Peace River Trail, ensuring its continued accessibility and enjoyment. Their efforts contribute significantly to enhancing recreational opportunities for both residents and visitors in our region.

We fully endorse initiatives that enrich the recreational experiences of Albertans and visitors alike, and we commend the Athabasca Recreational Trails Association and their partners for their ongoing dedication to the upkeep and improvement of the Peace River Trail within our district.

We are confident that the Association's work will continue to provide valuable contributions to the community and support a vibrant outdoor experience for all.

Sincerely,

Murray Kerik,
Reeve

cc: MD Council



Lesser Slave River

Request for Decision

Title:	Letter of Support – Gentle Ben Care Society
Date:	September 11, 2024
Presented By:	Sandra Rendle
Attachments:	Letter of Support

Proposed Motion	<i>Move that Council provide Gentle Ben Care Society with a Letter of Support to accompany their application for the New Horizons for Seniors Program grant.</i>
Administration’s Recommendation(s)	As Proposed.

BACKGROUND:

Gentle Ben Care Society (GBCS) is applying for a grant through the New Horizons for Seniors Program, this is a federal grant. Community-based projects are eligible to receive up to \$25,000 in grant funding for 1 year.

GBCS has been successful in receiving the grant in previous years, and the grant can be used towards all services that GBCS offers.

ALTERNATIVE OPTIONS:

1. Move that Council provide Gentle Ben Care Society with a Letter of Support to accompany their application for the New Horizons for Seniors Program grant.
2. Do not provide a letter of support.

BENEFIT/RISKS:

Benefit: Benefits the Seniors living in our municipality and help Seniors stay in their homes longer.

Risk: None.

STRATEGIC ALIGNMENT:

Aligns with Council's vision, in providing opportunities and stability for seniors.

FINANCIAL IMPLICATION:

None.

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

Gentle Ben Care Society will be notified and provided the letter of support to attach to their application.

Prepared By: Sandra Rendle, Associate Director, Legislative Services
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

September 11, 2024

Gentle Ben Care Society
PO Box 155
Smith, AB T0G 2B0

**Re: New Horizons from Seniors Program Grant
Letter of Support – Gentle Ben Care Society Application**

On behalf of the Council for the Municipal District of Lesser Slave River No. 124, we are pleased to extend our strong support for Gentle Ben Care Society's application for the New Horizons for Seniors Program grant.

Since its founding in 1980, Gentle Ben Care Society has been a critical pillar in providing essential services to seniors within our rural municipality. Their ongoing commitment to the well-being and quality of life of our senior population cannot be overstated. The programs and initiatives they offer continue to play a vital role in enhancing the lives of seniors, ensuring they remain active, engaged, and supported within our community.

The Council wholeheartedly endorses Gentle Ben Care Society's efforts and recognizes the significant impact their services have on our senior residents. We are confident that, with the support of this grant, the Society will be able to further expand and enhance their invaluable contributions to our region.

Thank you for considering this letter of support as part of their grant application.

Sincerely,

Murray Kerik
Reeve
Municipal District of Lesser Slave River No. 124

Cc. MDLSR Council



Lesser Slave River

Request for Decision

Title:	Bylaw 2024-17 Intermunicipal Development Plan Amendment #1 (HWY 2 adjacent to Mooney Creek)
Date:	September 11, 2024
Presented By:	Samantha Dyck
Attachments:	Bylaw, Application, Maps

Proposed Motion	<i>Move that Council give First Reading to Bylaw 2024-17 being an Intermunicipal Development Plan Bylaw Amendment #1 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) and to tentatively schedule the Public Hearing for October 9, 2024.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

An application has been received to amend the designation of a portion of SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) in the Intermunicipal Development Plan (IDP) Bylaw 2014-08. The current designation does not fit with the uses of the lands and the new owner would like to build a shop on the property.

As the IDP is a joint document with the Town of Slave Lake, the town has proceeded with their portion of the amendment with First Reading happening on August 20th, 2024, and the Public Hearing and second and third readings to have happened on September 10th, 2024. With their approval, the MDLSR can proceed with their portion of the process.

ALTERNATIVE OPTIONS:

Since every person has the right to be heard, no alternative other than to proceed to a Public Hearing is recommended.

BENEFIT/RISKS:

There is no risk of proceeding with a public hearing.

STRATEGIC ALIGNMENT:

1. Tri-Council Regional Growth Plan (IDP)

1.4 IDP Area

With the development of the Plan policy, a framework is established to enable each municipality to achieve its goals and economic prospects. The communication process will allow each municipality the opportunity to provide input into development decisions in areas that each have identified as important to coordinate their growth.

While there are regional interests that have been identified, it is recognized that the M.D. has the final jurisdiction in matters of approving statutory plans, LUB amendments, subdivisions and developments outside the Town boundary. The purpose and intent of the IDP is to minimize, if not eliminate, the need for appeals under Section 690 of the Act between the two municipalities. Similarly, the M.D. recognizes the inherent right of the Town to make land use decisions within its boundaries.

As the MDLSR has the final say in the matters of approving statutory plans outside of the Town area, we have

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required the Town to complete their process and then we are moving forward with our portion of approval.

Section 7 Intermunicipal Planning

Map 4.6 Intermunicipal Development Plan (IDP) identifies the long-term land use pattern for the lands within the IDP Area. The land uses identified are based on the predominant or main type of land use to be located in an area. More specific boundaries and information on the precise land uses is to be provided through each municipality's respective Land Use Bylaw and more detailed land use plans.

Map 4.6 (attached) shows the property designated as Commercial in use. The new property owners operate an industrial business and want to change the zoning to align with their operations for expansion.

7.2 IDP Area

In recognizing the mutual benefits of enabling growth for both municipalities, the IDP Area (see Map 4.6 of the Map Atlas) identifies lands where regional land use plan districts are defined to coordinate land use planning and development along common boundaries according to an agreed land use pattern. The IDP Plan Area:

- Enables the coordination of land development in either the Town or M.D. without undue effects on the adjacent municipality,
- Provides for the Town's long-term expansion without compromising future M.D. growth objectives.
- Defines boundaries for plan referrals (as per Objective PIA 1)

While this area is substantially larger than what could be considered required to accommodate the projected growth, the Plan Area preserves long-term urban growth capacity consistent with the principles of inter-municipal cooperation.

In discussion with the landowner and the Town of Slave Lake, this change is being coordinated in accordance with the IDP objectives. The Town of Slave Lake is in agreement with the change being requested.

Reminder to Council of how the Land Use Amendment process works (in this case it includes the IDP)

1st step is IDP - 3 readings (one by Town one by MD concurrent) land use amendments are really rezonings for example ag to res...

2nd step is MD LUB 3 readings

3rd step Possible subdivision.

FINANCIAL IMPLICATION:

Standard costs to process a change in land use application (Planning & Development staff time, advertising) can be anticipated.

With the change in designation, the landowners would be able to pursue and grow the light industrial business they desire. Additional buildings will allow for additional taxes.

OTHER CONSIDERATIONS:

Section 692 of the *Municipal Government Act (MGA)* requires a municipality to hold a public hearing with respect to amending a statutory plan or land use bylaw in accordance with section 230 after giving notice of it in accordance with section 606.

COMMUNICATION STRATEGY:

Prior to the public hearing, adjacent landowners, adjacent jurisdictions, and other referral agencies will be notified via letter. The public hearing will also be advertised as per the *MGA*.

Following are the dates proposed for adjacent landowners, adjacent jurisdictions, referral agencies, advertising of the public hearing, written submission deadline, and public hearing.

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AGENDA ITEM #8.1

- September 11, 2024 – 1st reading of Bylaw 2024-17
 - August 27, 2024 – written notification sent to the landowner, adjacent landowners, and referral agencies.
 - September 25, 2024 – advertisement in the Lakeside Leader (week one)
 - October 2, 2024 – advertisement in the Lakeside Leader (week two)
 - September 25, 2024 – deadline for written submissions to be included in the agenda
 - October 9, 2024 – Public Hearing (Council Chambers at 10:15 a.m.)
 - October 9, 2024 – 2nd reading and 3rd reading
-

Prepared By: Samantha Dyck, Planning & Development Officer
Reviewed By: Rudolf Liebenberg, Director, Planning, Utilities and Protective Services
Approved By: Barry Kolenosky, Chief Administrative Officer

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BYLAW 2024-17

A BYLAW OF THE MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING BYLAW 2014-08 INTERMUNICIPAL DEVELOPMENT PLAN AMENDMENT #1

WHEREAS Section 631 of the *Municipal Government Act*, RSA 2000, and amendments thereto, empowers a Council to adopt an Intermunicipal Development Plan Bylaw within the Municipal District of Lesser Slave River No. 124;

WHEREAS the Municipal District of Lesser Slave River No. 124 Council has adopted Bylaw 2014-08 Intermunicipal Development Plan Bylaw;

WHEREAS Section 191 (1) of the *Municipal Government Act*, and amendments thereto, provides the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

WHEREAS the amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise;

WHEREAS the Council for the Municipal District of Lesser Slave River No. 124 deems it appropriate and expedient to amend Bylaw 2014-08 Intermunicipal Development Plan; and

NOW THEREFORE the Council of Municipal District of Lesser Slave River No. 124 in the Province of Alberta, duly assembled, hereby amends Bylaw 2014-08 Intermunicipal Development Plan as follows:

1. The land use designation of SE-3-73-6-W5M changes from Commercial (C) to Light Industrial (LI), as shown on Schedule "A" which is attached hereto and forms part of this Bylaw.
2. Bylaw 2014-08 Intermunicipal Development Plan Bylaw is hereby amended.
3. Bylaw 2014-08 AMENDMENT #1 forms part of Bylaw 2014-08 Intermunicipal Development Plan Bylaw.
4. This Bylaw 2024-17 AMENDMENT #1 becomes effective upon the date of the final passing thereof.

This Bylaw takes effect immediately after the third reading and upon being signed.

READ for the first time this ____ day of September 2024.

PUBLIC HEARING held on ____ day of October 2024.

READ for a second time this ____ day of October 2024

READ for a third and final time this ____ day of October 2024

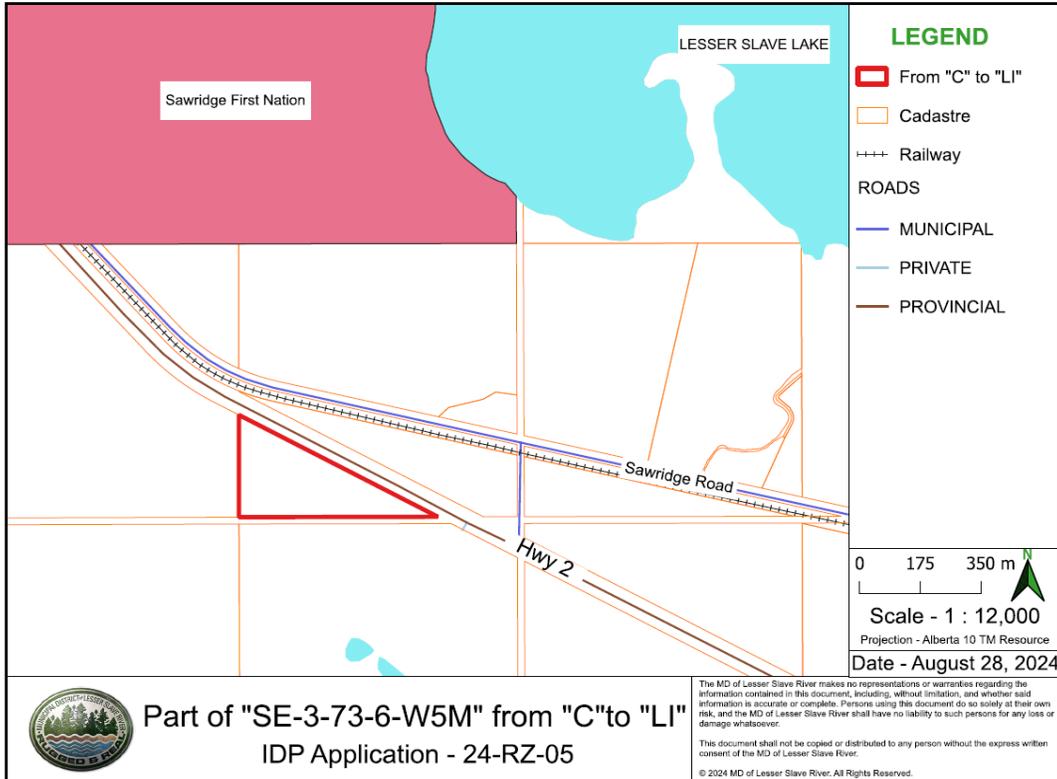
Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer



BYLAW 2024-17

SCHEDULE "A"





Lesser Slave River Planning & Development

Application no.:

Form Received: July 17, 2024

LAND USE BYLAW AMENDMENT APPLICATION

This form is to be completed in full wherever applicable by the registered owner of the land that is subject of the application or by a person authorized to act on the registered owner's behalf.

Form section for Applicant and Registered Landowner information, including fields for Name, Home Phone, Mobile Phone, Mailing Address, and Email Address. Handwritten entry: Summit Oilfield Servicing Ltd.

Form section for Land Location and Classification. Includes fields for Quarter (SE), Section (3), Township (73), Range (6), Meridian (W5m), and proposed use (Commercial to Light Industrial). Includes a 'Reasons Supporting Proposed Amendment' section with handwritten text.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$500, AND HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.

NOTE: Registered owner's signature is required if different from applicant.

Signature lines with redacted names.

DATE July 12/24

DATE July 12/24

MUNICIPAL DISTRICT of LESSER SLAVE RIVER no. 124 | BOX 722, SLAVE LAKE AB T0G 2A0 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939



Lesser Slave River
Planning & Development

LAND USE BYLAW AMENDMENT APPLICATION | RIGHT OF ENTRY

Please complete the following right-of-way form and include it with your Development Permit Application.

Right of Entry for an Authorized Person of the Municipal District of Lesser Slave River no. 124 for the purpose of a Site Inspection of the Land Affected by the Proposed Permit Application.

I DO

I DO NOT

give consent for an authorized person of the Municipal District of Lesser Slave River no. 124 to enter upon the land that is subject to the application for the purposes of making a site inspection in order to evaluate the proposed application and monitor its compliance.

LAND LOCATION

SE 3 73 6 WSM OR
Quarter Section Township Range Meridian Lot Block Plan

[Redacted]

APPLICANT NAME (PLEASE PRINT)

[Redacted]

DATE

July 12/24

FOR ADMINISTRATIVE USE

FEE ENCLOSED:

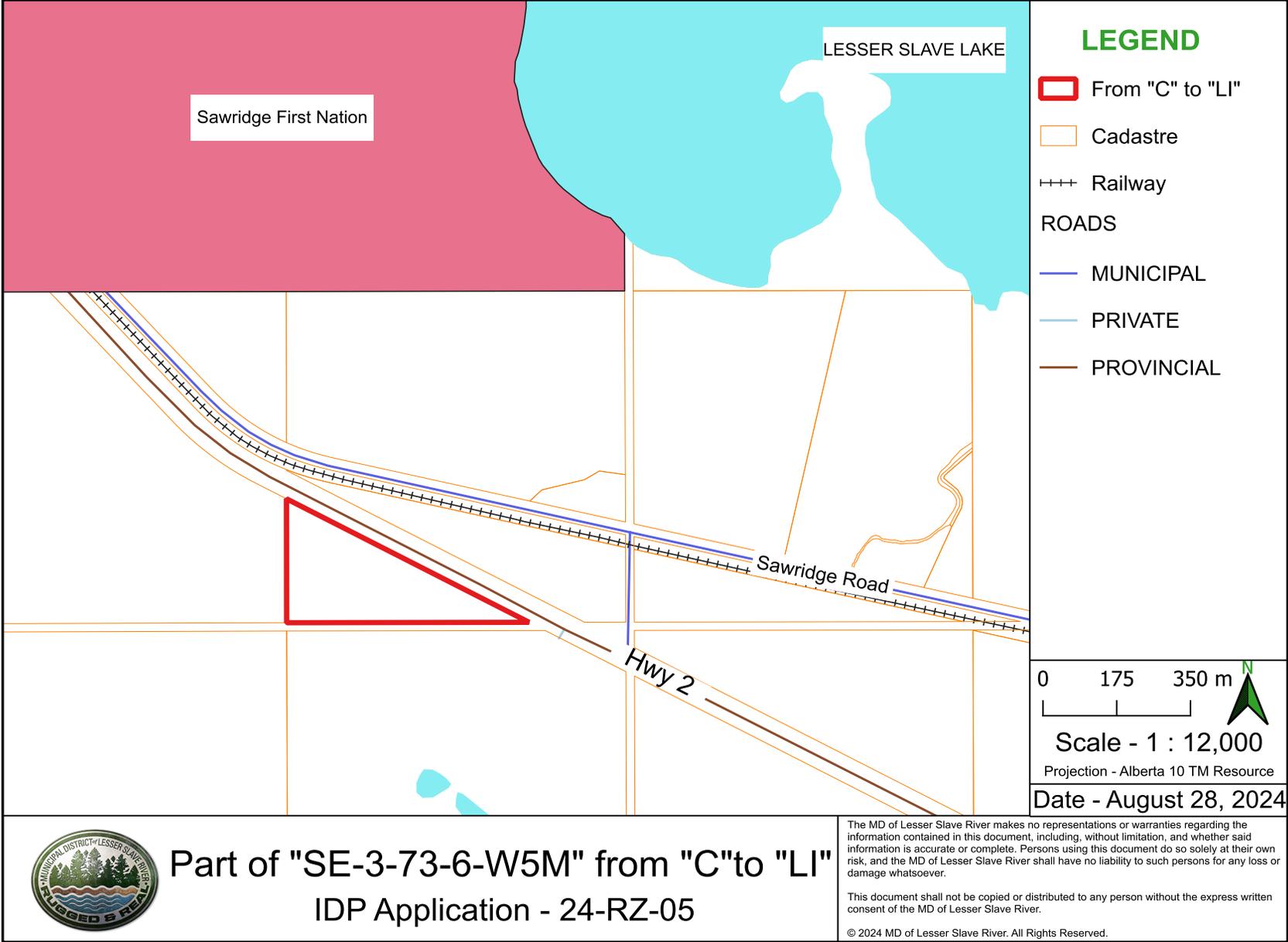
Yes No

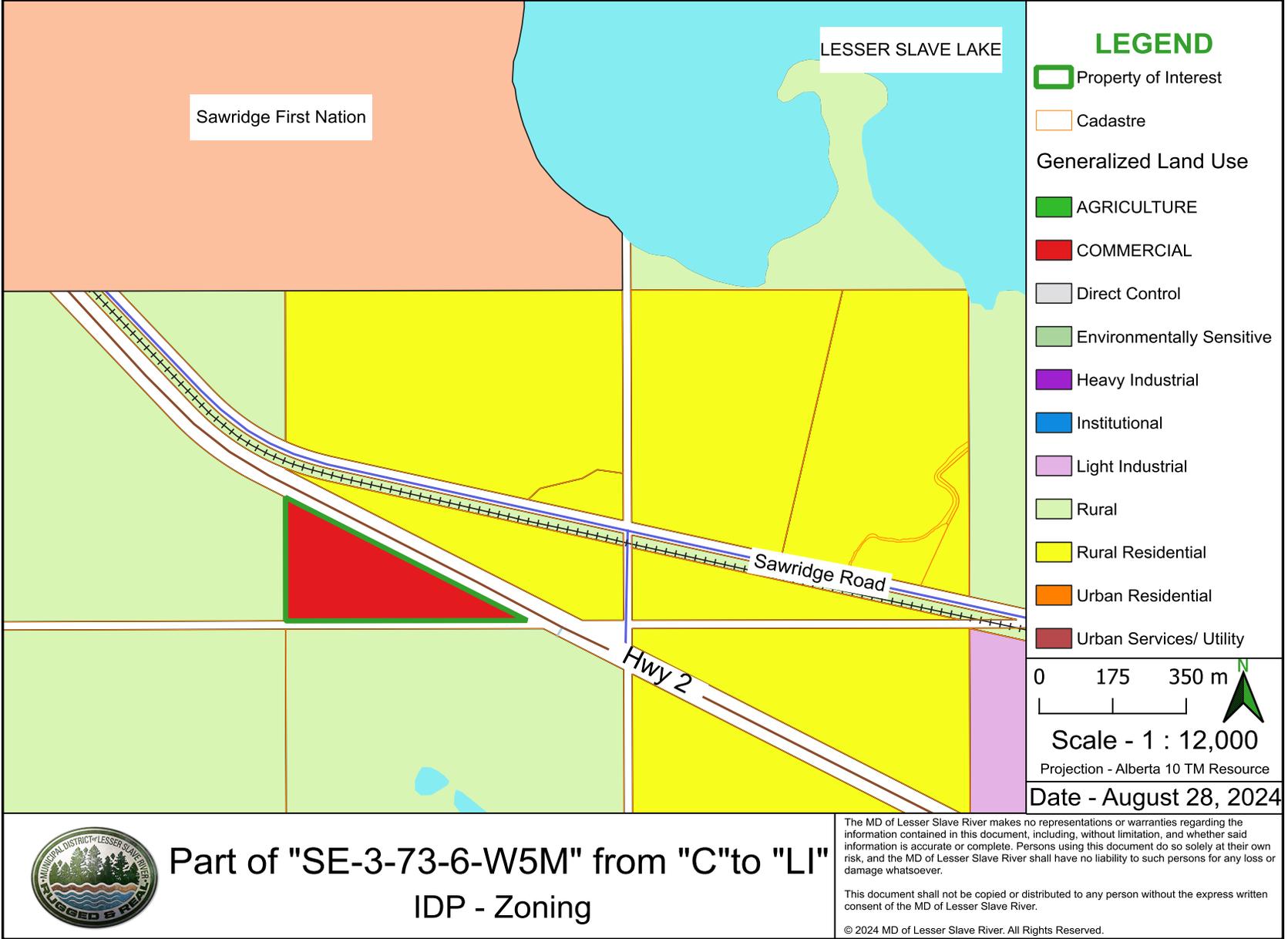
AMOUNT:

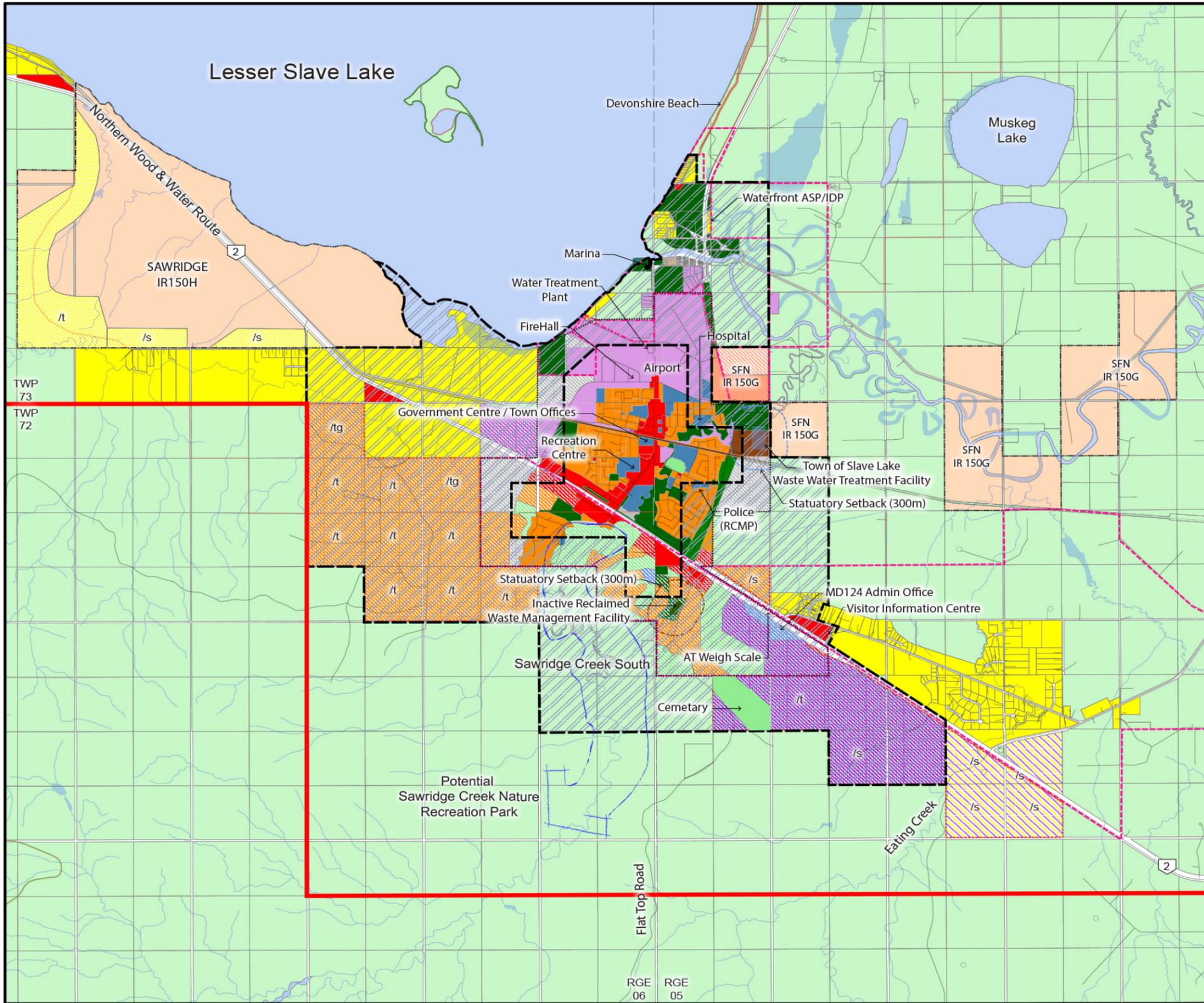
RECEIPT NO.:

MUNICIPAL DISTRICT of LESSER SLAVE RIVER no. 124 | BOX 722, SLAVE LAKE AB T0G 2A0 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939

BOX 93, FLATBUSH AB T0G 0Z0 | Tel 780.681.3929 | Toll-Free 1.866.681.3929 | Fax 780.681.3936







Map 4.6
INTERMUNICIPAL DEVELOPMENT PLAN

EXISTING	Generalized Land Use	FUTURE 1
	Rural Residential	
	Urban Residential	
	Commercial	
	Heavy Industrial	
	Light Industrial	
	Country Residential Light Industry	
	Institutional	
	Recreation, Parks and Schools	
	Environmentally Sensitive Area	
	Direct Control	
	Urban Service / Utility	
	Agriculture	
	Rural	
	Core First Nation	
	Rural First Nation	

Other Land Use

	First Nation Boundary		Crown Land (See Note 1)
	IDP Area		ASP Boundary
	Town Boundary		Regional Growth Plan Area
	Provincial Park		Environmentally Significant Area
	/g, /t, /f, /s, /e		Limitation Code (See Note 2)

Notes

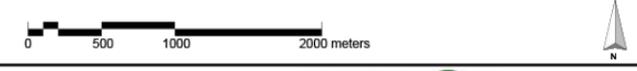
- 1) Future land use under current crown land administration is considered as a desirable future extension to existing urban development that will require due process and time by the Province of Alberta.
- 2) Limitations to bounded parcels means that some part of the parcel may be subject to one or more limitations that may reduce yield and/or require special studies and/or special construction techniques.

/g Geotechnical: presence of historic slope instability requiring further geotechnical investigation
 /t Topographical: presence of steep slopes which may limit development potential
 /f Flood Potential: presence of river or creek requiring flood plain hazard assessment
 /s Poor Soils: presence of soils with high water table, soils with poor bearing capacity or organic deposits
 /e Extractable Granular Deposit: presence of potentially merchantable granular deposit which needs to be assessed before development approvals

Data Sources:

- 1) M.D. Lesser Slave River No. 124: GIS data for cadastral and land use
- 2) Town of Slave Lake: GIS data
- 3) Government of Alberta: base features under Single Use License Agreement
- 4) Government of Alberta: may contain data under and Open Government License

3TM Projection



TRI-COUNCIL REGIONAL GROWTH PLAN

EIDOS

EIDOS CONSULTANTS INCORPORATED
 WITH PARKLAND COMMUNITY SERVICES,
 NICHOLS APPLIED MANAGEMENT,
 ASSOCIATED ENGINEERING ALBERTA LTD.,
 PEDEGAN LAND EVALUATION



Lesser Slave River

Request for Decision

Title:	Bylaw 2024-18 Land Use Bylaw Amendment #19 (HWY 2 adjacent to Mooney Creek)
Date:	September 11, 2024
Presented By:	Samantha Dyck
Attachments:	Bylaw, Application, Maps

Proposed Motion	<i>That Council gives First Reading to Bylaw 2024-18 being a Land Use Bylaw Amendment #19 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) and to tentatively schedule the Public Hearing for October 9, 2024.</i>
Administration's Recommendation(s)	As proposed

BACKGROUND:

An application has been received to amend the zoning of a portion of SE-3-73-6-W5M from Commercial (C) to Light Industrial (LI) in the Land Use Bylaw 2021-17. The current designation does not fit with the uses of the lands and the new owner would like to build a shop on the property. The new owner is wanting to grow their oilfield business on the site, and it is a light industrial business, so it is logical to rezone to light industrial.

ALTERNATIVE OPTIONS:

Since every person has the right to be heard, no alternative other than to proceed to a Public Hearing is recommended.

BENEFIT/RISKS:

There is no risk of proceeding with a public hearing.

STRATEGIC ALIGNMENT:

1. *Municipal Development Plan Bylaw*
2.0 COMMUNITY AREAS
The Community Areas within the MD consist of hamlets and other settlements, and country residential development areas. These Community Areas serve different roles and functions. With regard to hamlets and other settlements, Smith provides a wide range of commercial, industrial, institutional and residential services; Flatbush and Chisholm provide a lesser range of such services; the South Shore communities provide a residential lifestyle augmented by the convenience of very limited local services, but, in some areas, they can provide for substantial home-based business opportunities. Fawcett Lake is a recreational resort community. While recognizing that growth of many of these Community Areas is desirable, it is also evident that settlements can be negatively impacted by adjacent resource-based land uses. The intent of this MDP is to maintain the viability, function and role of existing communities by coordinating future development and expansion in accordance with the spirit of the MDP goal.

Fringe Area Development
 2.1.3 *Developments on the fringes of the Community Areas shall be carefully regulated by the MD so that the natural amenities of the Community Area are not negatively affected. To that end, the MD shall not normally approve of discretionary developments and Council shall not normally approve of Land Use Bylaw*

amendments in the areas close to Community Areas unless it can be demonstrated that the proposed developments or subdivisions will not have a negative impact on the Community Area.

The property is within the Community Area of the Municipal Development Plan (MDP) and would be considered to be within a fringe area as it is adjacent to Highway 2 and two of the three abutting parcels are crown lands.

2. *Land Use Bylaw No. 2021-17:*

Section 7.6 Light Industrial:

Purpose: To accommodate a range of light industrial uses that are dispersed across the MD, along with owner-operator residences in appropriate areas. This district would be located in areas that can access roads designed to accommodate heavy trucks and equipment traffic on a year-round basis.

The Land Use Bylaw 2021-17 requires a minimum size of 0.05 ha (0.124 ac) for a Light Industrial zoned parcel of land.

This parcel is 21.43 acres and is more than adequate to accommodate the light industrial uses listed in the district. Additionally, the property being adjacent to HWY 2 already has established turning lanes for the access.

Reminder to Council of how the Land Use Amendment process works:

1st step is IDP - 3 readings (one by Town one by MD concurrent) land use amendments are really rezonings for example ag to res...

2nd step is MD LUB 3 readings

3rd step Possible subdivision.

FINANCIAL IMPLICATION:

Standard costs to process a change in land use application (Planning & Development staff time, advertising) can be anticipated.

With the change in designation, the landowners would be able to pursue and grow the light industrial business they desire. Additional buildings will allow for additional taxes.

OTHER CONSIDERATIONS:

Section 692 of the *Municipal Government Act (MGA)* requires a municipality to hold a public hearing with respect to amending a statutory plan or land use bylaw in accordance with section 230 after giving notice of it in accordance with section 606.

COMMUNICATION STRATEGY:

Prior to the public hearing, adjacent landowners, adjacent jurisdictions, and other referral agencies will be notified via letter. The public hearing will also be advertised as per the *MGA*.

Following are the dates proposed for adjacent landowners, adjacent jurisdictions, referral agencies, advertising of the public hearing, written submission deadline, and public hearing.

- September 11, 2024 – 1st reading of Bylaw 2024-17
- August 27, 2024 – written notification sent to the landowner, adjacent landowners, and referral agencies.
- September 25, 2024 – advertisement in the Lakeside Leader (week one)
- October 2, 2024 – advertisement in the Lakeside Leader (week two)
- September 25, 2024 – deadline for written submissions to be included in the agenda
- October 9, 2024 – Public Hearing (Council Chambers at 10:15 a.m.)
- October 9, 2024 – 2nd reading and 3rd reading

Prepared By: Samantha Dyck, Planning & Development Officer
Reviewed By: Rudolf Liebenberg, Director, Planning, Utilities and Protective Services
Approved By: Barry Kolenosky, Chief Administrative Officer



BYLAW 2024-18

A BYLAW OF THE MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING BYLAW 2021-17 LAND USE BYLAW AMENDMENT #19

WHEREAS Section 640 of the *Municipal Government Act*, RSA 2000, and amendments thereto, empowers a Council to adopt a Land Use Bylaw within the Municipal District of Lesser Slave River No. 124;

WHEREAS the Municipal District of Lesser Slave River No. 124 Council has adopted Bylaw 2021-17 Land Use Bylaw;

WHEREAS Section 191 (1) of the *Municipal Government Act*, and amendments thereto, provides the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

WHEREAS the amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise;

WHEREAS the Council for the Municipal District of Lesser Slave River No. 124 deems it appropriate and expedient to amend Bylaw 2021-17 Land Use Bylaw; and

NOW THEREFORE the Council of Municipal District of Lesser Slave River No. 124 in the Province of Alberta, duly assembled, hereby amends Bylaw 2021-17 Land Use Bylaw as follows:

1. The land use district of SE-3-73-6-W5M changes from Commercial (C) to Light Industrial (Li) District, as shown on Schedule "A" which is attached hereto and forms part of this Bylaw.
2. Bylaw 2021-17 Land Use Bylaw is hereby amended.
3. Bylaw 2024-14 AMENDMENT #19 forms part of Bylaw 2021-17 Land Use Bylaw.
4. This Bylaw 2024-14 AMENDMENT #19 becomes effective upon the date of the final passing thereof.

This Bylaw takes effect immediately after third reading and upon being signed.

READ for a first time this ____ day of _____, 2024

PUBLIC HEARING held on ____ day of _____, 2024.

READ for a second time this ____ day of _____, 2024

READ for a third and final time this ____ day of _____, 2024

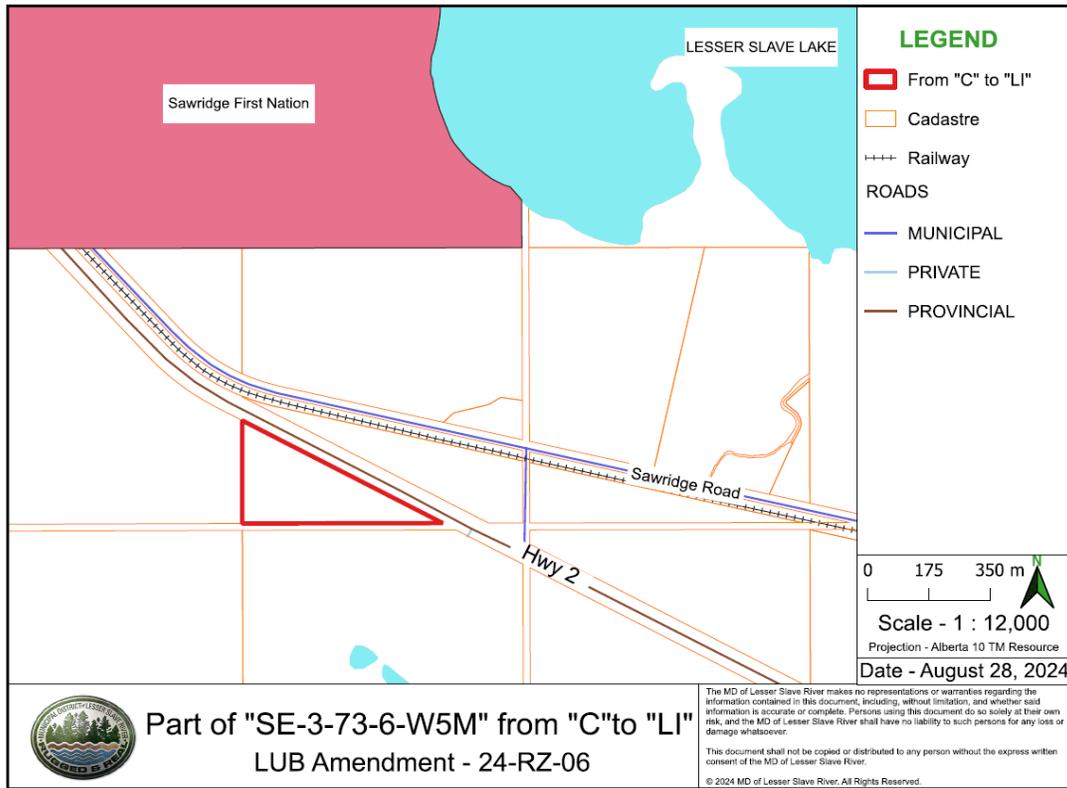
Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer



BYLAW 2024-18

SCHEDULE "A"





Lesser Slave River
Planning & Development

Application no.:

Form Received: *July 17, 2024*

LAND USE BYLAW AMENDMENT APPLICATION

This form is to be completed in full wherever applicable by the registered owner of the land that is subject of the application or by a person authorized to act on the registered owner's behalf.

APPLICANT NAME <i>Summit Oilfield Servicing Ltd</i>	HOME PHONE [REDACTED]	MOBILE PHONE [REDACTED]
MAILING ADDRESS [REDACTED]		POSTAL CODE <i>T0G2A0</i>
EMAIL ADDRESS [REDACTED]		
<i>Complete below if different from applicant:</i>		
REGISTERED LANDOWNER NAME	HOME PHONE	MOBILE PHONE
MAILING ADDRESS		POSTAL CODE

LAND LOCATION
 Quarter: *SE* Section: *3* Township: *73* Range: *6* Meridian: *W5m* OR Lot: Block: Plan:

LAND USE CLASSIFICATION AMENDMENT PROPOSED
 FROM: *Commercial* TO: *Light Industrial*

IS THIS AMENDMENT A CONDITION OF SUBDIVISION OR DEVELOPMENT? YES NO

DESCRIBE THE HISTORICAL USE/CONTENTS OF THE LAND (Please check all that apply)
 Gravesite Industrial Site Oil/Gas Landfill Sewage: Open Discharge Lagoon
 Storage of Hazardous Materials Other *Holding Tank*

REASONS SUPPORTING PROPOSED AMENDMENT (Please include additional pages if space below is insufficient)
We would like to build a shop on property to go along with existing development. Have been advised by MD this would be a more appropriate development.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$*500*, AND HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.

NOTE: Registered owner's signature is required if different from applicant.

 [REDACTED]

 [REDACTED]

DATE *July 12/24*

DATE *July 12/24*

MUNICIPAL DISTRICT of LESSER SLAVE RIVER no. 124 | BOX 722, SLAVE LAKE AB T0G 2A0 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939
 BOX 93, FLATBUSH AB T0G 0Z0 | Tel 780.681.3929 | Toll-Free 1.866.681.3929 | Fax 780.681.3936



Lesser Slave River
Planning & Development

LAND USE BYLAW AMENDMENT APPLICATION | RIGHT OF ENTRY

Please complete the following right-of-way form and include it with your Development Permit Application.

Right of Entry for an Authorized Person of the Municipal District of Lesser Slave River no. 124 for the purpose of a Site Inspection of the Land Affected by the Proposed Permit Application.

I DO

I DO NOT

give consent for an authorized person of the Municipal District of Lesser Slave River no. 124 to enter upon the land that is subject to the application for the purposes of making a site inspection in order to evaluate the proposed application and monitor its compliance.

LAND LOCATION

SE 3 73 6 WSM OR
Quarter Section Township Range Meridian Lot Block Plan

[Redacted Name]

APPLICANT NAME (PLEASE PRINT)

[Redacted Signature]

DATE July 12/24

FOR ADMINISTRATIVE USE

FEE ENCLOSED:

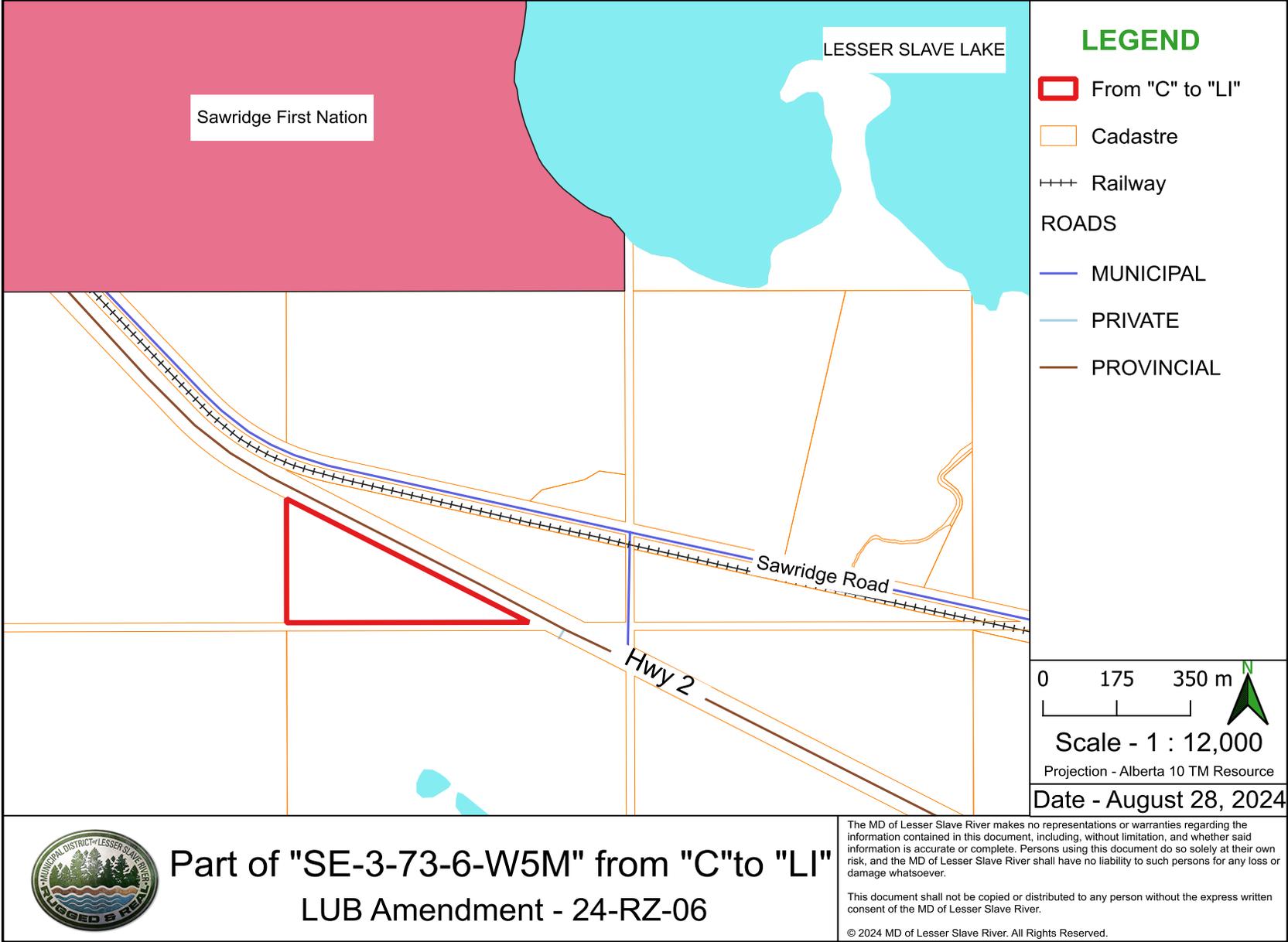
Yes No

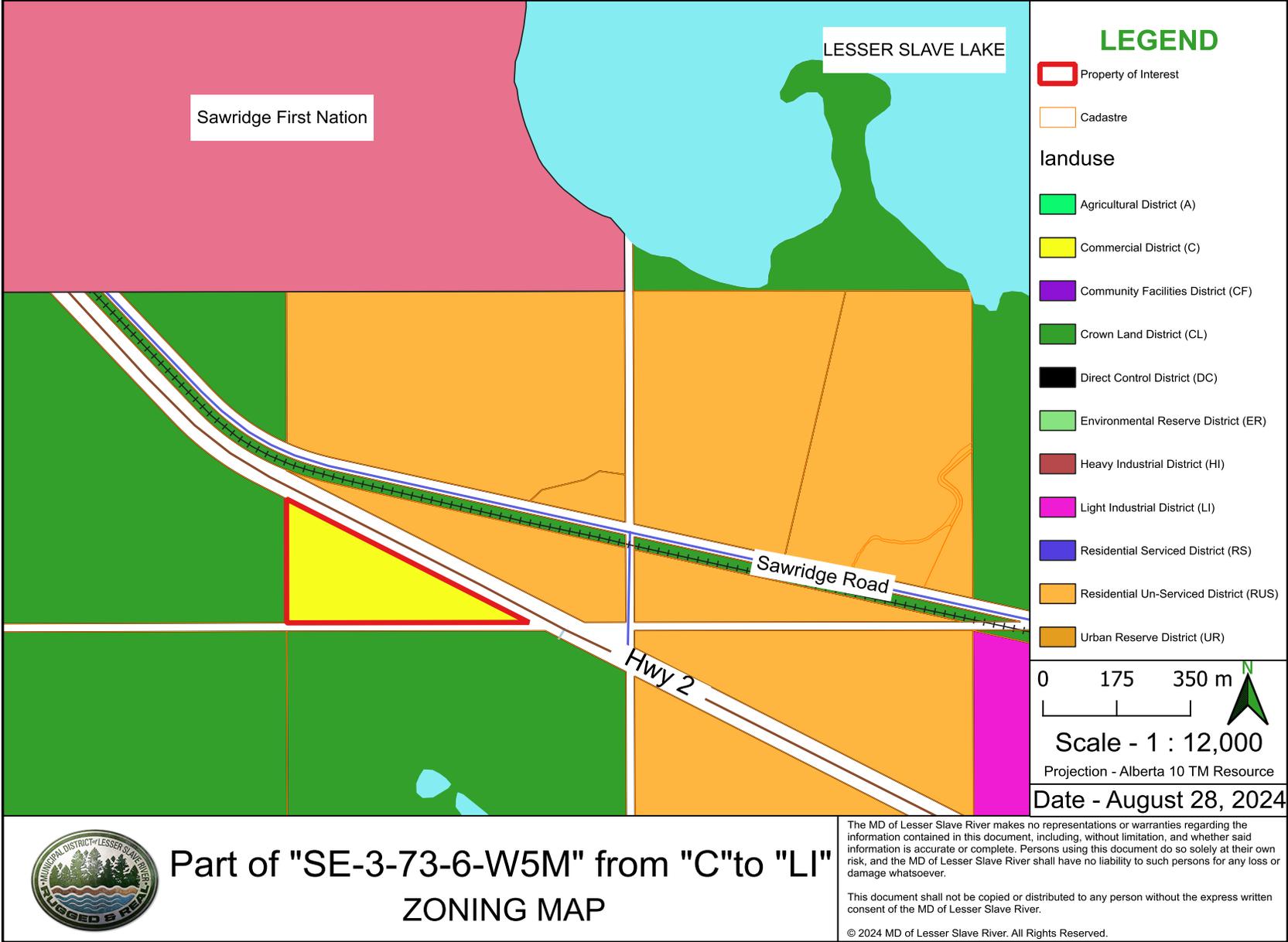
AMOUNT:

RECEIPT NO.:

MUNICIPAL DISTRICT of LESSER SLAVE RIVER no. 124 | BOX 722, SLAVE LAKE AB T0G 2A0 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939

BOX 93, FLATBUSH AB T0G 0Z0 | Tel 780.681.3929 | Toll-Free 1.866.681.3929 | Fax 780.681.3936







Lesser Slave River

Request for Decision

Title:	HR-17-02 Human Resource Management Policy
Date:	September 11, 2024
Presented By:	Nicky Van Deventer, Human Resources Manager Sandra Rendle, Associate Director, Legislative Services
Attachments:	HR-17-02 Human Resource Management Policy

Proposed Motion	<i>Move that Council approve HR-17-02 Human Resource Management policy as presented.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

In today's fast-paced, dynamic business environment, human resource management play a crucial role in shaping a thriving workplace culture. The policy serves as an architectural blueprint for the programs within the scope of human resources. The policy assists in ensuring legal and ethical standards.

ALTERNATIVE OPTIONS:

- Keep the existing MDLSR Employee policy and continue to add to it.
- Bring HR-17-02 Human Resource Management Policy back to the next COW meeting for discussion.

BENEFIT/RISKS:

Benefits:

- Cornerstone of organizational culture. – alignment of integrity, accountability and respect.
- By adapting internal processes to changing circumstances, MD will remain agile and responsive to evolving needs.
- Aids in conflict resolution
- Increase in productivity

Risks:

- Legal penalties and lawsuits.
- Lower worker morale.
- Increased financial implications.

FINANCIAL IMPLICATION:

N/A

COMMUNICATION STRATEGY:

The Human Resource Management Policy will be sent via email to all MD employees and will be communicated to each department via their regular scheduled meetings. The Human Resource Management policy will be available for view on the O Drive internally.

Prepared By: Nicky Van Deventer, HR Manager
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Barry Kolenosky, Chief Administrative Officer



MD of LESSER SLAVE RIVER

Policy

Title:	HUMAN RESOURCE MANAGEMENT
Policy Number:	HR-17-02
Effective Date:	September 11, 2024
Resolution:	
Department Responsible:	Human Resources
Supersedes Policy No:	NEW
Next Review Date:	September 11, 2027

POLICY STATEMENT:

In the context of the ethical and employment frameworks, the Municipal District of Lesser Slave River No. 124 is committed to ensuring a clear and appropriate human resource management framework and governance structure as necessary to create and sustain a modern, inclusive, and accessible work environment that engages employees to deliver high-quality public service.

DEFINITIONS:

“Administrative Procedure” means the written direction from the Chief Administrative Officer (CAO) to employees regarding administrative or operational matters, outlining how Council’s policy initiatives will be achieved. Procedures are created/amended by the Senior Management Team and approved by the CAO to meet Council’s policy initiatives.

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

” Human Resource Management” means organizing, coordinating, and managing an organization’s current employees to carry out an organization’s mission, vision, and goals.

“Human Resource Programs” means coordinated systems of procedures, processes, and other measures that is designed to be implemented by organizations to promote continuous improvement and legislative compliance.

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

“Senior Leadership Team” means persons fulfilling the Chief Administrative Officer and Directors positions

RESPONSIBILITIES:

Chief Administrative Officer

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- Retains ultimate authority in all human resource program areas.

Human Resources Manager

- Ensure appropriate research and engagement occur prior to implementing or significantly changing a human resource program.
- Seek approval of the Senior Leadership Team on any new or significantly changed human resource program areas.
- Coordinate education and training for the implementation of human resource programs.
- Monitoring program to ensure currency applicable to legislated and industry standards.

PRINCIPLE:

1. The establishment of an internal framework and authority for Human Resource management to ensure that consistent, equitable, and fiscally responsible programs, are implemented and administered within the Municipal District of Lesser Slave River No. 124.
2. Human Resource Program Areas
 - a. Compensation and reward
 - b. Culture and engagement
 - c. End of employment
 - d. Learning and development
 - e. Onboarding
 - f. Performance Management
 - g. Recruitment and hiring
 - h. Strategic human resource management
 - i. Workplace planning and management
3. The management system is maintained through a cycle of development, program application, compliance, and evaluation.

This policy aligns with all other MDLSR Bylaws, Policies & Procedures



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Chief Administrative Officer
Barry Kolenosky

Date

Reeve
Murray Kerik

Date

SPECIAL NOTES/CROSS REFERENCE: ADM-12-25 Policy & Procedure Development

AMENDMENT DATE:



Lesser Slave River



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Request for Decision

Title:	HS-13-01 Health & Safety Policy
Date:	September 11, 2024
Presented By:	Sandra Rendle
Attachments:	None

Proposed Motion	<i>Move to approve HS-13-01 Health & Safety policy as amended.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

A health and safety policy is a commitment statement and serves as a blueprint for protecting workers and other persons on MD-owned work sites while enhancing overall business performance. It goes beyond legal obligations and fosters a positive and productive work environment.

A senior management-endorsed health and safety policy is a requirement of an Alberta Partnership's Certificate of Recognition (COR) audit.

ALTERNATIVE OPTIONS:

- bring HS-13-01 Health & Safety policy back to the next COW meeting for discussion
- Keep HS-13-01 Health & Safety policy the same

BENEFIT/RISKS:

Benefits:
 Lower legal repercussions
 Higher worker morale
 Decreased financial implications

Risks:
 Legal penalties and lawsuits
 Lower worker morale
 Increased financial implications

STRATEGIC ALIGNMENT:

This policy aligns with all legislated obligations as stated in the Occupational Health & Safety Act, Statutes of Alberta 2020, CH 0-2.2

FINANCIAL IMPLICATION:

N/A

COMMUNICATION STRATEGY:

The Health & Safety Policy will be communicated via email to all MD Staff to be communicated through the regular safety meeting for each department. The approved policy will also be placed on Workhub for employee review for compliance.

Prepared By: Sandra Rendle, Associate Director, Legislative Services
Reviewed By: Dawn Lynn Durocher, Municipal Clerk
Approved By: Barry Kolenosky, Chief Administrative Officer



MD of LESSER SLAVE RIVER

Policy

Title:	HEALTH & SAFETY MANAGEMENT
Policy Number:	HS-13-01
Effective Date:	September 11, 2024
Resolution:	
Department Responsible:	Health & Safety
Supersedes Policy No:	HS-13-01 (resolution number 409-23)
Next Review Date:	September 11, 2027

POLICY STATEMENT:

The Municipal District of Lesser Slave River is committed to providing a healthy and safe workplace which includes the physical, psychological, and social well-being of workers, contractors, and other persons in vicinity of our work sites. To achieve this goal, every reasonable effort will be made to manage and coordinate all activities and programs to prevent workplace injuries and work-related illness, and continual improvement in occupational health and safety management and performance

DEFINITIONS:

“Administrative Procedure” means the written direction from the Chief Administrative Officer (CAO) to employees regarding administrative or operational matters, outlining how Council’s mandate will be achieved. Procedures are created/amended by the Senior Management Team and approved by the CAO to meet Council’s policy initiatives.

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

“Contracted Employees” means an employee that is not considered a permanent employee and is not eligible for the benefits available to permanent employees through MDLSR’s standard policies and procedures.

“Council Policy” means the written commitment of Council establishing service delivery, programs, and governance matters. Policy is approved, amended, or rescinded by Council and reflects Council’s values, established service levels, and strategic goals.

“Health and Safety Advisor” means the person(s) responsible for promoting and ensuring safety in the workplace. This includes creating and implementing up-to-date health and safety policies, investigating accidents and incidents, conducting risk assessments, and providing training to employers.

“Health and safety management” means organizing, coordinating, and managing an organization’s occupational health and safety programs to carry out an organization’s mission, vision, and goals.

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“**Health and safety programs**” mean coordinated systems of procedures, processes and other measures that is designed to be implemented by organizations in order to promote continuous improvement and legislative compliance.

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

“**Responsibility**” means an individual’s obligation to carry out assigned duties.

“**Psychological well-being**” means one’s level of psychological happiness/health, encompassing feelings of accomplishment.

“**Worksite**” means a location where a worker is or is likely to be engaged in any occupation and includes any vehicle or mobile equipment used by a worker in an occupation.

RESPONSIBILITIES:

Council

- Supporting and promoting the health and safety management system.

Chief Administrative Officer, Directors, Managers and Supervisors

- Worker and other persons at or in the vicinity of the work site whose health and safety may be materially affected by identifiable and controllable hazards originating from the work site.
- Ensure that the workers abide by the requirements outlined in the health and safety management system.
- Support health and safety initiatives.

Workers

- Comply with health and safety management requirements.

Contractors, Visitors, Volunteers, and Other Persons

- Complying with health and safety management system requirements.

Safety Advisor

- Monitoring the health and safety policy.

PRINCIPLE:

1. There is an expectation that workers will comply with the current Alberta Occupational Health and Safety legislation, Alberta Worker’s Compensation legislation, other applicable legislation and the MD’s own health and safety standards.



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This policy aligns with all other MDLSR Bylaws, Policies & Procedures

Chief Administrative Officer
Barry Kolenosky

Date

Reeve
Murray Kerik

Date

SPECIAL NOTES/CROSS REFERENCE: *Occupational Health & Safety Act, Statutes of Alberta, 2020, CH 0-2.2*
Occupational Health & Safety Regulation, AB Regulation 184/2021
Occupational Health & Safety Code, AB Regulation 191/2021
HS-13-01.01 Health & Safety Procedures

AMENDMENT DATE: September 11, 2024



Lesser Slave River