



AGENDA

Municipal District No.124 Regular Council
Wednesday, October 23, 2024 - 10:00 AM - MD Council Chambers

Page

CALL TO ORDER

ANNOUNCEMENTS / OPENING REMARKS

ADOPTION OF THE AGENDA

- 3.1 October 23, 2024, Regular Meeting of Council Agenda

Proposed Motion: Move to adopt the October 23, 2024, Regular Meeting of Council Agenda as presented.

ADOPTION OF MINUTES

- 4.1 October 9, 2024, Regular Meeting of Council Minutes 5 - 10

Proposed Motion: Move to adopt the October 9, 2024, Regular Meeting of Council Minutes as presented.

[10092024 - DRAFT MINUTES - Regular Council](#)

- 4.2 October 15, 2024, Special Meeting of Council Minutes 11 - 12

Proposed Motion: Move to adopt the October 15, 2024, Special Meeting of Council Minutes as presented.

[10152024 - DRAFT MINUTES - Special meeting](#)

PUBLIC HEARING - 10:15 A.M.

- 5.1 Public Hearing for: 13 - 21

- Bylaw 2024-19 LUB Amendment #20

Proposed Motion: Move to recess Regular Meeting of Council to hold the Public Hearing for the above noted at _____ a.m.

Proposed Motion: Move to reconvene the Regular Meeting of Council at _____ a.m.

[agenda Oct 23 2024 LUB](#)

DELEGATIONS

- 6.1 Wood Gundy - 10:30 CLOSED SESSION
6.2 Ken Porisky - MD Resident time at 11:00 a.m.

Proposed Motion: Move to accept the discussion with Ken Porisky as information.

CONFIDENTIAL ITEMS - CLOSED SESSION

7.1 Closed Session as per the Sections 17, 19 & 24 of the FOIP Act

- Wood Gundy
- MD Department Briefing
- MDP/LUB Update
- CAO Performance Evaluation Update

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

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

BYLAWS

8.1 Bylaw 2024-20 Land Use Bylaw Amendment #21 (Assineau) Lot Line Adjustment 22 - 31

Proposed Motion: Move that Council gives First Reading to Bylaw 2024-20 being a Land Use Bylaw Amendment #21 to redesignate the east boundary area of 0740062;1;1 and west boundary area if NE-31-73-08-W5 from Residential Un-Serviced (RUS) to Agriculture (A), and the south boundary area of 0740062;1;1 and north boundary of NE-31-73-08-W5 from Agriculture (A) to Residential Un-Serviced (RUS) district and to schedule the Public Hearing.

- [1. Bylaw 2024-20 RFD](#)
- [2. Bylaw 2024-20](#)
- [3. application Redacted](#)
- [4. Tentative Plan](#)
- [5. zoning map](#)
- [6. General location map](#)

8.2 Bylaw 2024-22 Land Use Bylaw Amendment #22 (Flatbush Area) First Parcel Out 32 - 41

Proposed Motion: Move that Council gives First Reading to Bylaw 2024-22 being a Land Use Bylaw Amendment #22 to redesignate part of NW-25-65-1-W5M from Agriculture (A) to Residential Un-Serviced (RUS) District and to schedule the Public Hearing.

- [1. First Reading 2024-22](#)
- [2. Bylaw 2024-22](#)
- [3. Applicationr Redacted](#)
- [4. Tentative Plans, one with air photo underlaid](#)
- [5. Zoning Map](#)
- [6. General Location Map](#)

8.3 Bylaw 2024-23 Land Use Bylaw Amendment #23 (Widewater) 42 - 51

Proposed Motion: Move that Council gives First Reading to Bylaw 2024-23 being a Land Use Bylaw Amendment #23 to redesignate a portion of the parcel legally described as NE-27-73-7-W5M from Residential Un-Serviced (RUS) & Community Facilities (CF) to Direct Control (DC) and to tentatively schedule the Public Hearing for the first Council Meeting in November.

- [1. Request for Decision](#)
- [2. Bylaw 2024-23](#)

- [3. Site Plan](#)
- [4. Leased Area Map](#)
- [5. Location Map 24-RZ-11 - Plain](#)
- [6. Location Map Aerial 24-RZ-11](#)
- [7. Zoning Map](#)

REQUESTS FOR DECISION

9.1 Reserve Transfer 52 - 70

Proposed Motion: Move that the Unrestricted Surplus in the amount of \$2,369,744.00 be transferred to the following reserves:

Reserve Culverts/Bridges \$1,000,000.00 GL 6-32-01-00-760 being a new Reserve account set up for the purposes of funding Culverts/Bridges, Reserve Water Construction \$850,000.00 GL 6-41-00-00-760, Reserve Sewer Construction \$240,797.66 GL 6-42-00-00-760, Reserve Transportation Operational \$225,000.00 GL 6-32-00-00-712, Reserve Recreation \$53,946.34 GL 6-72-00-00-760.

Move that the Budgeted Reserve amount of \$1,103,458.00 be transferred to the following reserves:

Reserve Financial Management \$621,053.66 GL 6-12-00-00-712, Reserve Flood Mitigation \$482,404.34 GL 6-37-01-00-760.

- [RFD - Reserve Transfer](#)
- [Copy of Note 14 - 2024 Reserve Balance - Council](#)

9.2 Rescinding of Policies 71 - 92

Proposed Motion: Move that Council rescind policies K.34 - Workplace Violence and K.35 - Discrimination and Harassment.

- [10232024 - Rescinding of Policies](#)
- [K34 - Workplace Violence Policy](#)
- [K35 - Discrimination & Harassment](#)
- [12-HR-D-02 Workplace Violence Directive](#)
- [12-HR-D-01 Harassment Prevention Directive](#)

9.3 Subdivision & Development Appeal Board - **Documents to be distributed at meeting.**

9.4 Intermunicipal Development Plan (IDP) Steering Committee 93 - 103

Proposed Motion: Move that Council approve the Intermunicipal Development Plan (IDP) Steering Committee Terms of Reference as presented.

- Proposed Motion: Move that Council appoints Councillor _____ as member to the Intermunicipal Development Plan (IDP) Steering Committee.*
- [10232024 - IDP Steering Committee](#)
- [24 09 22 Draft TOR IDP Update Steering Committee](#)

9.5 Letter of Support - Slave Lake Region Tourism Society 104 - 107

Proposed Motion: Move that Council provide Slave Lake Region Tourism Society with a Letter of Support, supporting a regional expansion.

Proposed Motion: Move that Administration add the per capita request by the Slave Lake Region Tourism Society to the operational budget discussions for

further discussion.

[102324 - RFD - Letter of Support](#)

[Letter of Support - Slave Lake Region Tourism Society](#)

[Regional Growth Plan Letter MD LSR](#)

REPORTS

10.1 Department Reports

108 - 129

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

[3rd Quarter Capital Projects Report](#)

[3rd Quarter Capital Projects Costs](#)

[3rd Quarter Agriculture & Environment Report](#)

[3rd Quarter Facilities Report](#)

[3rd Quarter Human Resources](#)

[3rd Quarter Legislative Services](#)

[3rd Quarterly PD Report Revised](#)

[3rd Quarter Protective Services Report](#)

[3rd Quarter Utilities Report](#)

[3rd Quarter Transportation Annual Report](#)

FINANCIAL

11.1 Finance Monthly Report

130 - 137

Proposed Motion: Move that Council accept the Municipal District of Lesser Slave River No. 124 - Statement of Operations as of September 30, 2024, for information.

[RFD - Motion as of September 30, 2024 - Statement of Operations](#)

[MDLSR - 2023 Financial Statements - FINAL - With Logo 26](#)

[MDSLR as of September 30, 2024](#)

NEW BUSINESS

12.1

12.2

NOTICE OF MOTION

ADJOURNMENT

MINUTES
**Regular Meeting of Council
Municipal District of Lesser Slave River No. 124
October 9, 2024
Council Chambers**

- MEMBERS PRESENT** Murray Kerik - Reeve
Lana McCann - Division 2
Darren Fulmore - Division 1
Sandra Melzer - Division 1
Nancy Sand - Division 1
Norm Seatter - Division 2
- MEMBERS ABSENT** Brad Pearson - Division 2
- IN ATTENDANCE** Barry Kolenosky - CAO, MDLSR
Holly Omelchuk - Director, Finance, MDLSR
Rudolf Liebenberg - Director of Planning & Development, Utilities and Protective Services, MDLSR
Nicky van Deventer - Human Resource Manager, MDLSR
Samantha Dyck - Planning & Development Officer, MDLSR
Jeff Nichol - Canoe Benefits
Tyler Patterson - Canoe Benefits
Margaret - MD Resident (Observer)
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.
- ADOPTION OF AGENDA** **October 9, Regular Meeting of Council Agenda**
MOTION 479-24
Moved by Councillor Seatter to adopt the October 9, 2024, Regular Meeting of Council Agenda as amended:
Add:
- 3 Items added to Closed Session
- Bridge Closure
- Proposed MDP/LUB Schedule
Remove:
- 8.3 Municipal Owned Land Sale Policy
- CARRIED**
- ADOPTION OF MINUTES** **September 25, 2024, Regular Meeting of Council Minutes**
MOTION 480-24
Moved by Councillor Sand to adopt the September 25, 2024, Regular Meeting of Council Minutes as presented.
- CARRIED**
- NEW BUSINESS** **Smith Bridge Closure**
MOTION 481-24
Moved by Deputy Reeve McCann to accept the Smith Bridge Closure as information.
- CARRIED**
- REQUEST FOR**

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
October 9, 2024

DECISION

Athabina Road – Brushing Concern

MOTION 482-24

Moved by Councillor Melzer to direct Administration to meet with the Resident to come to a resolution for both parties involved.

CARRIED

Roadside Seeding Policy and Procedure

MOTION 483-24

Moved by Councillor Fulmore that Council approves AG-63-25 Roadside Seed Policy as presented.

CARRIED

MOTION 484-24

Moved by Deputy Reeve McCann that Council accept AG-63-25.01 Roadside Seeding Policy Procedure for information.

CARRIED

Dyck entered at 10:12 a.m.

PUBLIC HEARING

**Bylaw 2024-17 IDP Amendment #1
Bylaw 2024-18 LUB Amendment #19**

MOTION 485-24

Moved by Deputy Reeve McCann to recess Regular Meeting of Council to hold the Public Hearings for the above noted at 10:15 a.m.

CARRIED

MOTION 486-24

Moved by Reeve Kerik to reconvene the Regular Meeting of Council at 10:22 a.m.

CARRIED

**PUBLIC HEARING
MINUTES**

October 9, 2024, Public Hearing Minutes Attached as:

**Schedule A – Bylaw 2024-17 IDP Amendment #1
Schedule B – Bylaw 2024-18 LUB Amendment #19**

**REQUEST FOR
DECISION**

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

MOTION 487-24

Moved by Councillor Fulmore that Council gives Second Reading to Bylaw 2024-17 Intermunicipal Development Plan Bylaw Amendment #1 to redesignate a portion of the parcel described as SE-3-73-6-W5M Commercial (C) to light Industrial (LI).

CARRIED

MOTION 488-24

Moved by Councillor Seatter that Council gives Third Reading to Bylaw 2024-17 Intermunicipal Development Plan Bylaw Amendment #1 to redesignate a portion of the parcel described as SE-3-73-6-W5M Commercial (C) to light Industrial (LI).

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
October 9, 2024

Bylaw 2024-18 Land Use Bylaw Amendment #19 (HWY2 adjacent to Mooney Creek)

MOTION 489-24

Moved by Councillor Melzer that Council gives Second Reading to Bylaw 2024-18 being a Land Use Bylaw Amendment #10 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to light Industrial (LI).

CARRIED

MOTION 490-24

Moved by Councillor Sand that Council gives Third Reading to Bylaw 2024-18 being a Land Use Bylaw Amendment #10 to redesignate a portion of the parcel legally described as SE-3-73-6-W5M from Commercial (C) to light Industrial (LI).

CARRIED

Bylaw 2024-14 Land Use Amendment #18 (Flatbush/Chisholm Area)

MOTION 491-24

Moved by Councillor Seatter that Council gives Third Reading to Bylaw 2024-14 being a Land Use Bylaw Amendment #18 to redesignate the portion of land of the parcel legally described as NE-32-67-1-W5M from Agricultural (A) to Rural Un-Serviced (RUS) District.

CARRIED

Margaret – Resident exited at 10:28 a.m.
McWilliams exited at 10:28 a.m.

Councillor Seatter left meeting for Pecuniary reason at 10:28 a.m.

CLOSED SESSION

MOTION 492-24

Moved by Councillor Melzer to go into Closed Session at 10:28 a.m. as per the following sections of the FOIP Act with CAO Kolenosky, Planning & Development Officer Dyck, and Recording Secretary Gladue in attendance.

Section 17 – Disclosure harmful to personal privacy
Section 19 - Confidential Evaluations

CARRIED

Delegations

- MD Resident

- Canoe Presentation

- Dyck exited at 11:11 a.m.
van Deventer entered at 11:11 a.m.
Nichols/Patterson entered at 11:11 a.m.

van Deventer exited at 12:10 p.m.
Nichols/Patterson exited at 12:10 p.m.

MOTION 493-24

Moved by Deputy Reeve McCann to return to Open Session at 12:10 p.m.

CARRIED

RECESS 12:10 p.m.
RECONVENE 12:48 p.m.

Omelchuk/Williams/Margaret entered at 12:48 p.m.

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
October 9, 2024

Investment Policy and Procedure

MOTION 494-24

Moved by Councillor Seatter that Council approves the Investment Policy ADM-12-28 as amended.

CARRIED

MOTION 495-24

Moved by Deputy Reeve McCann that Council accepts the Investment Policy Procedure ADM-12-28.01 for information.

CARRIED

MOTION 496-24

Moved by Councillor Melzer that Council rescind Investment Policy ADM-12-18.

CARRIED

Reserve Policy and Procedure

MOTION 497-24

Moved by Councillor Sand that Council approves the Reserve Policy ADM-12-29.

CARRIED

MOTION 498-24

Moved by Councillor Fulmore that Council accept the Reserve Procedure ADM-12-29.01 as information.

CARRIED

MOTION 499-24

Moved by Councillor Melzer that Council rescinds the Reserve Policy ADM-12-10.

CARRIED

Omelchuk exited at 12:52 p.m.

Code of Ethics for the MD of Lesser Slave River No.124

MOTION 500-24

Moved by Councillor Seatter that Council approves the Code of Ethics as presented.

CARRIED

Letter of Concern – Open House and Animal Bylaw

MOTION 501-24

Moved by Deputy Reeve McCann to accept the Letter of Concern-Open House and Animal Bylaw and send the response letter.

CARRIED

Proposed Schedule: Municipal Development Plan (MDP) and Land Use Bylaw (LUB) Update Process

MOTION 502-24

Moved by Councillor Fulmore that Council approves the proposed schedule and the release of the public media content pertaining to the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) update process, as amended.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
October 9, 2024

Travelling Timbers – Agreement for Land Preparation and Lease

MOTION 503-24.

Moved by Councillor Melzer that Council direct Administration to enter into a Land Preparation and Lease Agreement with Travelling Timber for the MD Owned lots located with Wagner Subdivision) Legal Land Description: NE-27-73-7-W5M) Area 1 and Area 2 with amendments to Municipal Water and Wastewater conditions and timeframes.

CARRIED

REPORTS

Board Reports

MOTION 504-24

Moved by Councillor Fulmore to accept the verbal Board Reports from Council as information.

CARRIED

Kolenosky exited at 1:33 p.m.
Kolenosky returned at 1:35 p.m.

REQUEST FOR DECISION

Application for Licence of Occupation

MOTION 505-24

Moved by Councillor Melzer to enter into a Licence of Occupation Agreement with the Applicants for the use of the road allowance along the east side of Plan 912 2096 Lot C (NE-31-73-5-W5) with the requirement that all developments must be removed from the road allowance as per policy PD 61-05 no later than November 30, 2024.

CARRIED

Councillor Seatter recused from vote

CLOSED SESSION

MOTION 506-24

Moved by Deputy Reeve McCann to go into Closed Session at 2:08 p.m. as per the following sections of the FOIP Act with CAO Kolenosky, Director Liebenberg, and Recording Secretary Gladue in attendance.

Section 24 – Advice from Officials

CARRIED

Liebenberg entered at 2:10 p.m.
Liebenberg exited at 2:46 p.m.

MOTION 507-24

Moved by Councillor Fulmore to return to Open Session at 2:56 p.m.

CARRIED

Subdivision & Development Appeal Board/Intermunicipal Subdivision & Development Appeal Board Bylaws

MOTION 508-24

Moved by Councillor Melzer to direct Administration to review Bylaw 2028-06 Subdivision & Development Appeal Board and the Intermunicipal Subdivision & Development Appeal Board Bylaw and bring back to next Council meeting.

CARRIED

MINUTES
Municipal District of Lesser Slave River No. 124 – Regular Meeting of Council
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Community Rail Advocacy Alliance

MOTION 509-24

Moved by Councillor Seatter to have the Municipal District of Lesser Slave River No. 124 join the Community Rail Advocacy Alliance.

CARRIED

ADJOURNMENT

MOTION 510-24

Moved by Councillor Fulmore to adjourn at 2:57 p.m.

CARRIED

Chief Administrative Officer

Reeve

DRAFT

MINUTES

**Special Meeting of Council
Municipal District of Lesser Slave River No. 124
October 15, 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
Norm Seatter - Division 2

IN ATTENDANCE Barry Kolenosky - CAO, MD LSR
Marilyn Gladue - Recording Secretary, MD LSR

CALL TO ORDER Reeve Kerik called the meeting to order at 9:02 a.m.

ADOPTION OF AGENDA **October 15, 2024, Special Meeting of Council Agenda**

MOTION 511-24

Moved by Deputy Reeve McCann to adopt the October 15, 2024, Special Meeting of Council Agenda as presented.

CARRIED

CLOSED SESSION

MOTION 512-24

Moved by Councillor Melzer to go into Closed Session at 9:02 a.m. as per the following Sections of the FOIP Act with Kolenosky and Recording Secretary Gladue, in attendance.

Section 24 – Advice from Officials

- Strategic Review of Priority Plan

CARRIED

Deputy Reeve McCann exited at 9:57 a.m.
Deputy Reeve returned at 9:59 a.m.
Councillor Seatter exited at 10:18 a.m.
Councillor Seatter returned at 10:20 a.m.
Councillor Melzer exited 10:24 a.m.
Councillor Melzer returned 10:28 a.m.
Reeve Kerik exited at 10:35 a.m.
Reeve Kerik returned at 10:36 a.m.
Councillor Sand exited at 10:39 a.m.
Councillor Sand returned at 10:41 a.m.
Councillor Pearson exited at 10:53 a.m.
Councillor Pearson returned at 10:55 a.m.
Councillor Seatter exited at 11:06 a.m.
Councillor Seatter returned at 11:08 a.m.
Councillor Seatter exited at 11:46 a.m.
Councillor Seatter returned at 11:48 a.m.
Assistant Director Spencer entered at 1:09 p.m.
Councillor Seatter exited at 1:10 p.m.
Councillor Seatter returned at 1:12 p.m.
Councillor Pearson exited at 1:10 p.m.
Councillor Pearson returned at 1:13 p.m.
Reeve Kerik exited at 1:28 p.m.
Reeve Kerik returned at 1:31 p.m.
Councillor Seatter exited at 1:37 p.m.
Councillor Seatter returned at 1:39 p.m.

MINUTES
Municipal District of Lesser Slave River No. 124 – Special Meeting of Council
October 15, 2024

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Councillor Fulmore exited at 1:53 p.m.
Assistant Director Spencer exited at 1:54 p.m.
Councillor Fulmore returned at 1:57 p.m.

PEN SESSION

MOTION 513-24

Moved by Councillor Sand to return to Open Session at 2:02 p.m.

CARRIED

ADJOURNMENT

MOTION 514-24

Moved by Councillor Fulmore to adjourn at 2:02 p.m.

CARRIED

Chief Administrative Officer

Reeve

DRAFT



A G E N D A

Municipal District #124 - Public Hearing
Wednesday, October 23, 2024 - 10:15 AM - MD Council Chambers

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CALL TO ORDER

INTRODUCTIONS

BACKGROUND

- 3.1 Background Report Bylaw 2024-19 2 - 5
[1. Background Report Bylaw 2024-19](#)
- 3.2 Bylaw 2024-19 LUB amendment 20 6 - 7
[2. Bylaw 2024-19 LUB amendment 20](#)
- 3.3 Lakeside Leader advertisement from October 9, 2024 8
[3. Lakeside Leader October 9, 2024](#)
- 3.4 Lakeside Leader advertisement from October 16, 2024 9
[4. Lakeside Leader October 16, 2024](#)

ANYONE WISHING TO SPEAK AGAINST THE PROPOSED BYLAW

ANYONE WISHING TO SPEAK IN FAVOUR OF THE PROPOSED BYLAW

QUESTIONS FROM COUNCIL

ADJOURNMENT

Background Report Bylaw 2024-19

Bylaw 2024-19 is presented for public hearing to amend the Land Use Bylaw 2021-17 to change the present zoning of NE-13-72-02--W5 from Rural Un-Serviced (RUS) to Agricultural (A) District. The application to rezone is not part of a subdivision application.

The proposed parcel for rezoning is 55.94 hectares (138.36 acres), which is more than the minimum size for agricultural parcels.

A comparison of permitted and discretionary uses is presented in the table below:

LAND USE SUMMARY TABLE – Not Included are the Crown Land (CL) and Direct Control (DC) Districts		
P = Permitted D = Discretionary		
USE	RUS	A
Accessory Building(s) to Discretionary Uses	D	D
Accessory Building(s) to Permitted Uses	P	P
Aerodrome		D
Agritourism		P
Agroforestry		P
Amusement Facility		
Auction Markets		D
Bed and Breakfast Establishment – <i>greater than six (6) guest rooms</i>		D
Bed and Breakfast Establishment – <i>greater than three (3) guest rooms</i>	D	
Bed and Breakfast Establishment – <i>up to six (6) guest rooms</i>		P
Bed and Breakfast Establishment – <i>up to three (3) guest rooms</i>	P	
Breweries, Wineries and Distilleries		D
Business Services		
Campground		
Cannabis Cultivation		P
Cannabis Processing and Distribution		D
Cannabis Retail Sales		
Caretaker/ Security Residence		P
Cemetery		D
Commercial Agricultural Operations		D
Commercial Greenhouses		P
Commercial Renewable Energy		D

LAND USE SUMMARY TABLE – Not Included are the Crown Land (CL) and Direct Control (DC) Districts

P = Permitted | D = Discretionary

USE	RUS	A
Community Garden	P	P
Community Supported Agriculture	P	P
Community Uses	D	D
Convenience Retail Stores		D
Day Care Services	D	D
Day Home	D	
Day Home – greater than six (6) children/ seniors		D
Day Home – up to six (6) children/ seniors		P
Domestic Animal Care Services		P
Dwelling, Fourplex	D	
Dwelling, Live Work Unit		
Dwelling, Multi-Unit		
Dwelling, Semi-Detached	P	P
Dwelling, Single-Detached	P	P
Dwelling, Townhouse		
Dwelling, Triplex	D	
Eating and Drinking Establishments		D
Educational Services		D
Equestrian Facilities	D	D
Farmer's Market		P
Funeral and Related Services		
Garage Suite	P	P
General Commercial Services		
General Contractor Services		D
General Retail Stores		
Government Services		
Group Home – greater than six (6) persons	D	D
Group Home – up to six (6) persons	P	P
Guest House	P	P
Health and Medical Services		

LAND USE SUMMARY TABLE – Not Included are the Crown Land (CL) and Direct Control (DC) Districts

P = Permitted | D = Discretionary

USE	RUS	A
Heavy Industrial Uses		
Heavy Truck and Heavy Equipment Storage, Commercial		D
Heavy Truck Storage, personal– greater than one (1) unit	D	
Heavy Truck Storage, personal – up to one (1) unit	P	
Hobby Greenhouse	P	P
Home Occupation – greater than three (3) employees on-site	D	D
Home Occupation – up to three (3) employees on-site	P	P
Home Park	D	D
Keeping of Domestic Pets and Other Animals – <i>beyond what is outlined in subsection 8.8</i>	D	
Kennels	D	P
Light Industrial Uses		
Landfill		
Liquor Retail Sales		
Marina		
Municipal Reserve		
Natural Resource and Extraction Industry		D
Passive Recreation		
Personal Service Shops		
Primary Agricultural Operations		P
Professional, Financial, and Office Support Services		
Public Utilities	P	P
Recreation Camp		D
Recreational Uses	D	D
Recreational Vehicle – greater than two (2) units	D	
Recreational Vehicle – Park Model	P	P
Recreational Vehicle Park	D	D
Recreational Vehicle Storage		D
Religious Assembly		D
Sea Cans	D	D

LAND USE SUMMARY TABLE – Not Included are the Crown Land (CL) and Direct Control (DC) Districts

P = Permitted | D = Discretionary

USE	RUS	A
Secondary Agricultural Operations		P
Secondary Suite	P	P
Shooting Range		D
Supportive Housing	D	D
Transfer Station		D
Tourist Accommodations		
Value-Added Agricultural Operations		P
Vehicle Oriented Uses		
Veterinary Services		P
Warehouse Sales		
Workcamp		P
Wrecking Yard		D



BYLAW 2024-19

A BYLAW OF MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 2021-17 LAND USE BYLAW AMENDMENT #20

WHEREAS Sections 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 NE-13-72-02-W5 changes from Residential Un-Serviced (RUS) to Agriculture (A), as shown on Schedule "A" which is attached hereto and forms part of this Bylaw.
2. The location of NE-13-72-02-W5 is on the Old Smith HWY as shown on Schedule "B" which is attached hereto and forms part of this Bylaw.
3. Bylaw 2021-17 Land Use Bylaw is hereby amended.
4. Bylaw 2024-19 Amendment #20 forms part of Bylaw 2021-17 Land Use Bylaw.
5. This Bylaw 2024-19 Amendment #20 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

Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

ADVERTISED the _____ day of _____, 2024

ADVERTISED a second time the _____ 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

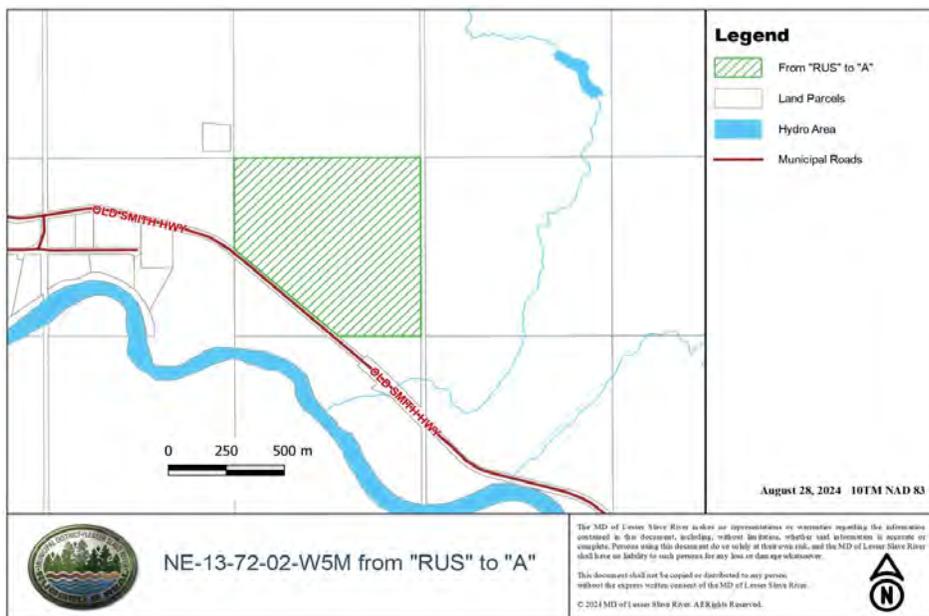
Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

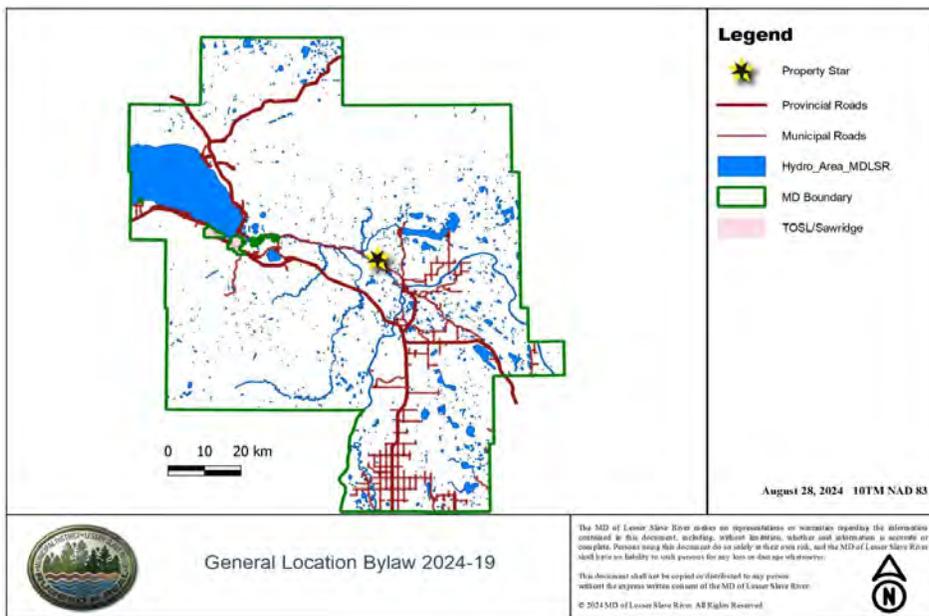


BYLAW 2024-19

Schedule "A"



Schedule "B"



Wednesday October 9, 2024

Lesser Slave River

EVENTS IN YOUR MD

Council Meeting: Wednesday October 9

Council Organizational Meeting: October 23

Temporary closure of Smith Bridge

Starting **OCTOBER 15**, through October 30, the Smith Bridge will be closed daily from 9:00am to 3:00pm. The closure is necessary to facilitate repairs to the bridge's superstructure (trusses), ensuring its continued safe operation until a replacement bridge can be constructed. Crews will take all reasonable measures to help minimize the impact of this temporary closure. In the event that emergency services need access, the contractor can reopen the bridge. Arrangements have also been made to accommodate the school bus.

The MD thanks affected residents and motorists for their patience and understanding during this period. MD staff and team members are committed to maintaining a respectful environment, and we kindly ask for the same consideration in return.

Opportunities for Members-at-Large

Board and committee members offer invaluable guidance and expertise on key policy areas, playing a vital role in shaping municipal decisions.

Their contributions ensure that diverse perspectives, issues, and concerns are represented, ultimately strengthening the quality of service provided to the community. Each October, Council conducts an Organizational Meeting to appoint Council members and Members-at-Large to represent the MD on various regional organizations. This process ensures that our community remains well-represented and actively engaged in key regional matters.

There are several openings for new Members-at-Large: 3 positions on the *Agricultural Service Board*, 4 on the *Agricultural Acts Appeal Panel*, 1 on the *Slave Lake Regional Library Board*, 4 on the *Subdivision & Development Appeal Board*, 3 on the *Municipal Planning Commission*, and 1 on the *Lesser Slave Lake Regional Housing Authority*.

Interested individuals are encouraged to send their applications to the Associate Director of Legislative Services at the MD's main office either by mail or fax. Alternatively, you may email a signed digital copy to sandra.rendle@mdlsr.ca. *The application period for the 2024-2025 term will end on OCTOBER 16, 2024.* For more details, visit mdlsr.ca/moments.

Submit your favourite faces!

Take part in the third annual MD Moments Photo Contest! From playing catch with the kids in Flatbush to enjoying a Devonshire Beach sunset, moments both big and small happen every day in Lesser Slave River. You're invited to share your special moments by taking part in the third annual MD Moments Photo Contest!

The top 13 entrants will win \$100 each, and their photos will be featured in the MD's 2025 wall calendar!

Submissions will be accepted until **OCTOBER 27** at midnight. You can submit up to five entries, but only one prize will be awarded per entrant. On October 28, all eligible entries will be added to the voting page where the public can view all submissions and vote for their favourites. The 13 top-voted pics win the contest, provided they meet the submission requirements.

This year's theme is *Faces of Lesser Slave River*.

This is your chance to show off the faces of Lesser Slave River you know and love. You could capture the face of a family member or favourite

pet. Maybe a closeup of a teddy bear or jack-o-lantern. Even an everyday object like a cheese grater if it sort of has a face! Beauty is in the eye of the beholder. Any photo that captures the idea of a face somewhere in Lesser Slave River is fair game. Visit mdlsr.ca/moments.

QUICK POLL: COULD YOU USE A FREE CALENDAR?

Each year the MD produces a wall calendar (*free to residents*) showcasing the winning contest photos. To get an idea of the quantity to print this year, we'd like to know how many residents would be inclined to pick one up. Would you be likely to grab a free wall calendar? Please click 'yay' or 'nay' at mdlsr.ca/moments.

Secure your tickets for the Fall Social

Join us on **NOVEMBER 2**, at the Flatbush Community Complex for a special event celebrating to our agricultural community. Doors open at 5:00pm, and a hearty supper will be served at 6:00pm. Enjoy a delicious meal with ham, roast beef, mashed potatoes, salads, perogies, cabbage rolls, and a selection of desserts.

Relax and take in an evening of live entertainment with multi-award-winning tribute artist Jaedyn, who will be performing a special rendition of The Johnny Cash TV Show. *Advance tickets are required, with the deadline to secure them being October 25.* All are welcome, including children. Get your tickets at the Flatbush Sub-office or call 780.681.3929 (toll-free 1.866.681.3929) to reserve yours.

As we wrap up another busy harvest season, we're excited to gather and recognize the hard work and commitment of our local ag producers. We look forward to seeing you there for a fun evening of community and celebration! The 20th Annual Fall Social is proudly brought to you by the MD's Agricultural Service Board and FCCS.

Notice of Public Hearing

Proposed Land Use Bylaw Amendment

Bylaw 2024-19 – Land Use Bylaw Amendment No. 20
LOCATION: OLD SMITH HWY (APPROXIMATELY 12 KM WEST OF SMITH)

MD COUNCIL CHAMBERS: OCTOBER 23, 2024, 10:15AM

Pursuant to Section 692 of the *Municipal Government Act*, it is hereby given notice that the Municipal District of Lesser Slave River No. 124 is considering an amendment to the Land Use Bylaw 2021-17 as follows:

to change the classification of the parcel legally described as NE-13-72-02-WS from Residential Un-Serviced (RUS) to Agricultural (A) District, as shown on the map.

If you or any group of citizens either support or are opposed to this proposed bylaw amendment and wish to inform MD Council, please deliver a letter addressing your concerns to the MD Administration Office no later than Thursday, October 17, 2024, at 4:30 p.m. Otherwise, a verbal presentation can be made at the Public Hearing on October 23, 2024, at 10:15 a.m. at the MD Council Chambers.

For a copy of the proposed amendment and to register to attend the Public Hearing, contact info@mdlsr.ca. For more information, contact: Rudolf Liebenberg, Operational Director, Planning & Development, Utilities & Protective Services, 3000, 15 Ave SE, Box 722, Slave Lake AB T0G 2A0. Tel: 780.849.4888, Fax: 780.849.4939.



To view larger versions of these maps, visit mdlsr.ca/landuse.

Main Administration Office
3000 15 Avenue SE
Slave Lake AB T0G 2A0

Flatbush Sub-Office
443661 Range Road 30
Flatbush AB T0G 0T0

info@mdlsr.ca
780.849.4888

mdlsr.ca



from 5:30pm.
repairs to the bridge's
continued safe operation until
ted.

es to help minimize the impact
t that emergency services need
bridge. Arrangements have
school bus.

l motorists for their patience and
staff and team members are
l environment, and we kindly ask

For the Fall Social

ish Community Complex for
tural community. Doors open
e served at 6:00pm. Enjoy
mashed potatoes, salads,
n of desserts.

ntertainment with multi-award-
be performing a special
i. **Advance tickets are a must!**
All are welcome, including
ish Sub-office or call 780.681.3929
ours.

season, we're excited to gather
mitment of our local ag
; you there for a fun evening
3th Annual Fall Social is proudly
al Service Board and FCSS.

Contest

100 Moments Photo Contest!
atbush to enjoying a Devonshire
small happen every day in Lesser
ur special moments by taking part
to Contest!

**100 each, and their photos
225 wall calendar!**

On OCTOBER 27 at midnight.
; only one prize will be awarded
e entries will be added to the
v all submissions and vote for
s win the contest, provided they

Lesser Slave River

ces of Lesser Slave River you know
of a family member or favourite

moose stew, while another contributed equally mouthwatering,
freshly made bannock.

To further mark the occasion, the MD team donated two pots of
stew to the local Native Friendship Centre and five boxes of non-
perishable items to the food bank. This meaningful gesture reflects our
commitment to supporting the community and honouring Indigenous
heritage. Visit our Facebook for photos from this meaningful event.

Notice of Public Hearing

Proposed Land Use Bylaw Amendment

Bylaw 2024-19 – Land Use Bylaw Amendment No. 20

LOCATION: OLD SMITH HWY (APPROXIMATELY 12 KM WEST OF SMITH)

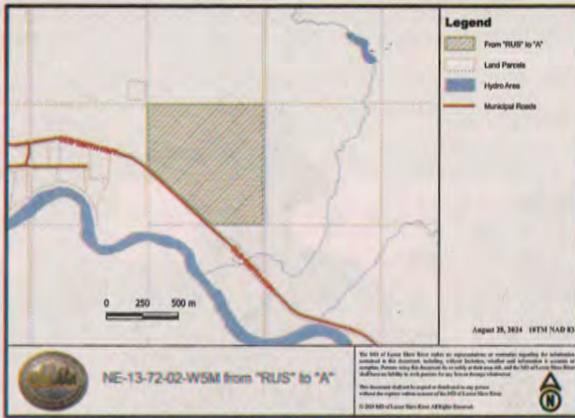
MD COUNCIL CHAMBERS: OCTOBER 23, 2024, 10:15AM

Pursuant to Section 692 of the *Municipal Government Act*, it is hereby
given notice that the Municipal District of Lesser Slave River No. 124 is
considering an amendment to the Land Use Bylaw 2021-17 as follows:

a) to change the classification of the parcel legally described as NE-13-72-02-W5 from Residential Un-Serviced (RUS) to Agricultural (A) District, as shown on the map.

If you or any group of citizens either support or are opposed to this
proposed bylaw amendment and wish to inform MD Council, please
deliver a letter addressing your concerns to the MD Administration
Office no later than Thursday, October 17, 2024, at 4:30 p.m.
Otherwise, a verbal presentation can be made at the Public Hearing on
October 23, 2024, at 10:15 a.m. at the MD Council Chambers.

For a copy of the proposed amendment and to register to attend the
Public Hearing, contact info@mdlsr.ca. For more information, contact:
Rudolf Liebenberg, Operational Director, Planning & Development,
Utilities & Protective Services, 3000, 15 Ave SE, Box 722, Slave Lake AB
T0G 2A0. Tel: 780.849.4888, Fax: 780.849.4939.



To view a larger version of this map, visit mdlsr.ca/planning.

Flatbush Sub-Office
660061 Range Road 20
Flatbush AB T0G 0Z0

info@mdlsr.ca
780.849.4888

mdlsr.ca

f @ t w i n



Lesser Slave River

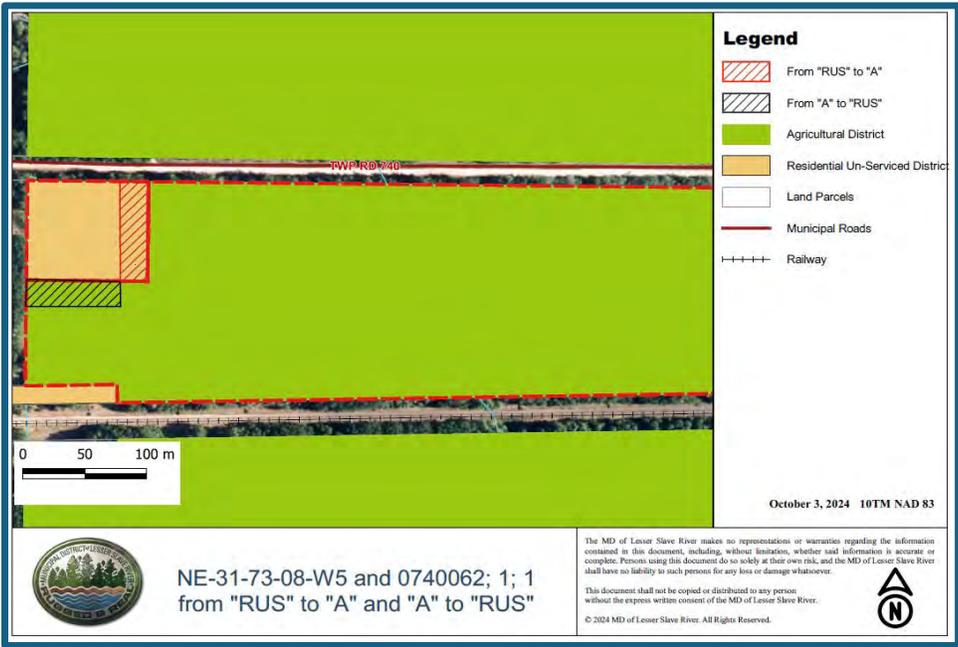
Request for Decision

Title:	Bylaw 2024-20 Land Use Bylaw Amendment #21 (Assineau) Lot Line Adjustment
Date:	10/23/2024
Presented By:	Ann Holden, Planning & Development Officer
Attachments:	Bylaw 2024-20, Application, Maps

Proposed Motion	<i>That Council gives First Reading to Bylaw 2024-20 being a Land Use Bylaw Amendment to redesignate the east boundary area of 0740062; 1; 1 and west boundary area of NE-31-73-08-W5 from Residential Un-Serviced (RUS) to Agriculture (A), and the south boundary area of 0740062; 1; 1 and north boundary of NE-31-73-08-W5 from Agriculture (A) to Residential Un-Serviced (RUS) district and to schedule the Public Hearing.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

An application has been received to change the zoning of the east boundary area of 0740062; 1; 1 and west boundary area of NE-31-73-08-W5 from Residential Un-Serviced (RUS) to Agriculture (A), and the south boundary area of 0740062; 1; 1 and north boundary of NE-31-73-08-W5 from Agriculture (A) to Residential Un-Serviced (RUS) district NE-31-73-08-W5. The application to rezone is not part of a subdivision application. The lot is located in Assineau south of TWP RD 740.



**NE-31-73-08-W5 and 0740062; 1; 1
from "RUS" to "A" and "A" to "RUS"**

Map 1: Changes to the land use districts to accommodate the lot line adjustment

The parcel size is of 0740062; 1; 1 is currently 0.81 ha (2 acres) and will remain 0.81 ha after the subdivision has been completed, but with a different shape. The change in land use district is not substantial change, however, a change in land use zoning requires an amendment of the Land Use Bylaw. Bylaw 2024-20 is being presented for first reading to amend Land Use Bylaw 2021-17 and change the present zoning from Residential Un-Serviced (RUS) to Agricultural (A) district on one portion of 0740062; 1; 1 and from Agricultural (A) district to Residential Un-Serviced (RUS) on one portion of NE-31-73-08-W5.

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:

Municipal Government Act:

Amendment and repeal

191(1) The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.

(2) 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.

(3) Subsection (2) does not apply to a revision or repeal under section 63.

Council reminder for the redistricting process:

- 1. When rezoning is required, MDLSR needs a land use amendment (3 readings that requires Public Hearing after 1st reading), then 2nd and 3rd reading after the public hearing.*
- 2. The Redistricting of this lot was discussed at the September 25, 2024 council meeting. The lot was created in 2007; however, the lot lines went through buildings and cut off road access. A new subdivision (type: lot line adjustment) was approved by the Municipal Planning Commission in July 2024 to rectify the lot lines. A condition of the subdivision approval was to redistrict the two lots, so that lot lines conform to the zoning.*

FINANCIAL IMPLICATION:

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

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 as per the policies in the MDP and LUB. 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.

- October 23, 2024 – 1st reading of Bylaw 2024-20
- TBD – written notification sent to the landowner, adjacent landowners, and referral agencies.
- TBD – advertisement in the Lakeside Leader (week one)

AGENDA ITEM #8.1

- TBD – advertisement in the Lakeside Leader (week two)
- TBD – deadline for written submissions to be included in the agenda
- TBD – Public Hearing (Council Chambers at 10:15 a.m.)
- TBD – 2nd
- TBD – Completion of subdivision conditions: 3rd reading of Bylaw 2024-20

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



BYLAW 2024-20

A BYLAW OF MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 2021-17 LAND USE BYLAW AMENDMENT #21

WHEREAS Sections 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 east boundary area of 0740062; 1; 1 and west boundary area of NE-31-73-08-W5 changes from Residential Un-Serviced (RUS) to Agriculture (A), and the south boundary area of 0740062; 1; 1 and north boundary of NE-31-73-08-W5 changes from Agriculture (A) to Residential Un-Serviced (RUS) district as shown on Schedule "A" which is attached hereto and forms part of this Bylaw. The size of the residential serviced un-serviced lot remains the same as before.
2. The location of NE-31-73-08-W5 and 0740062; 1; 1 is located in Assinaeu on TWP RD 740 as shown on Schedule "B" which is attached hereto and forms part of this Bylaw.
3. Bylaw 2021-17 Land Use Bylaw is hereby amended.
4. Bylaw 2024-20 Amendment #21 forms part of Bylaw 2021-17 Land Use Bylaw.
5. This Bylaw 2024-20 Amendment #21 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

Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

ADVERTISED the _____ day of _____, 2024

ADVERTISED a second time the _____ 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 _____,

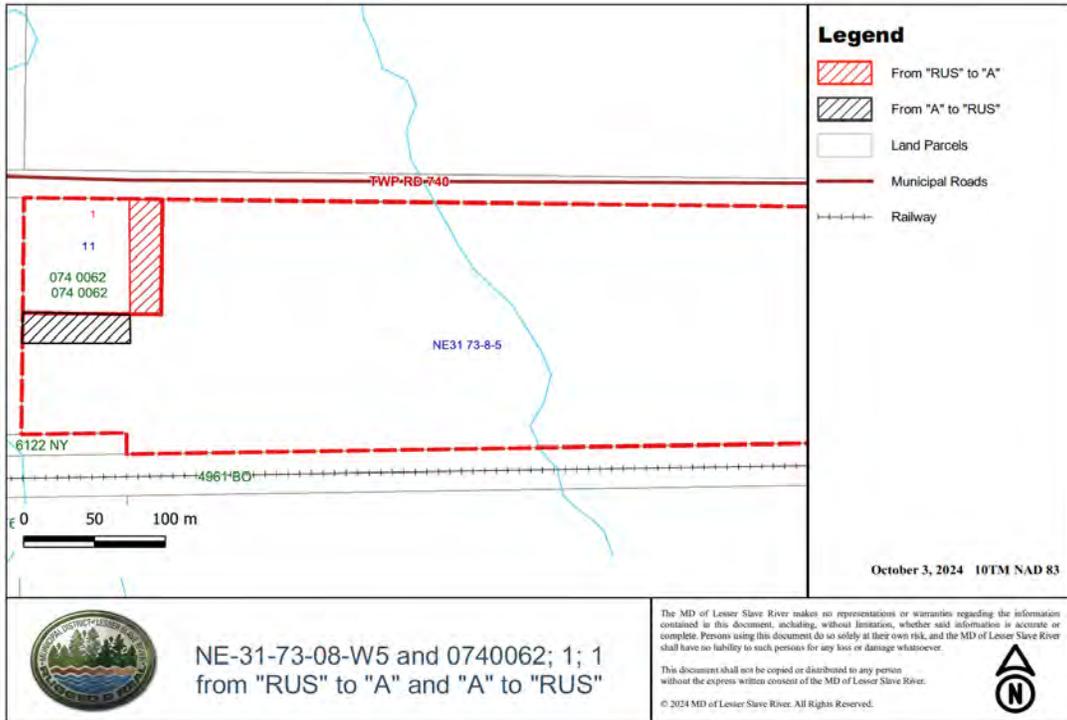
Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

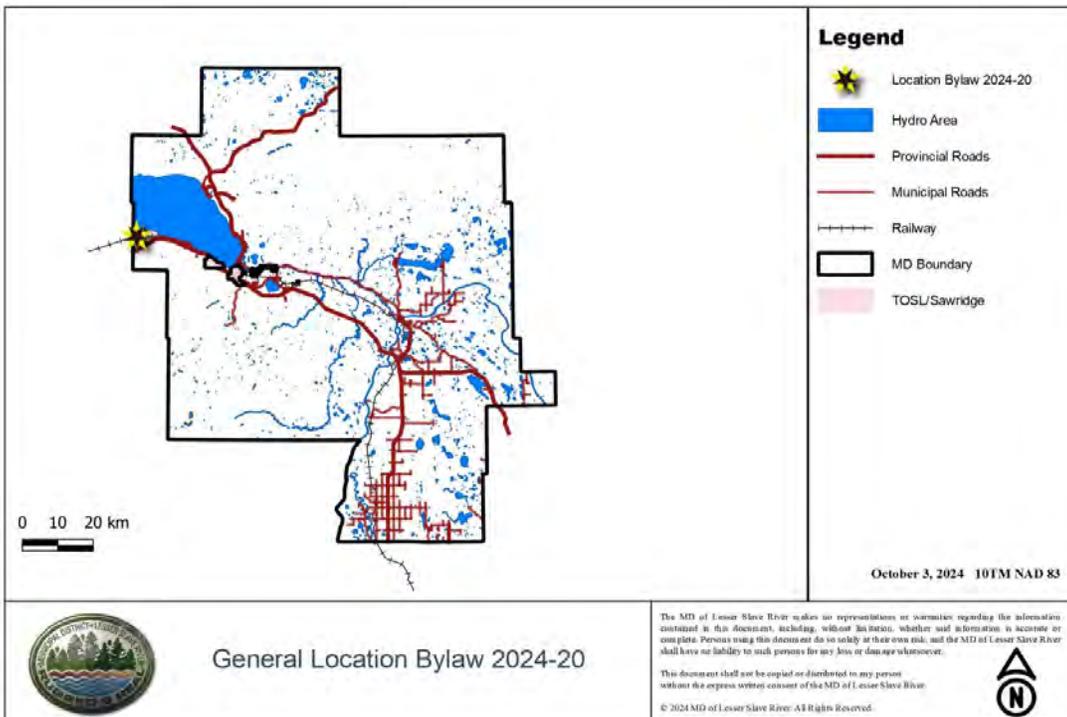


BYLAW 2024-20

Schedule "A"



Schedule "B"





Lesser Slave River
Planning & Development

Application no.:

Form Received:

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 [REDACTED] HOME PHONE [REDACTED] MOBILE PHONE [REDACTED]
 MAILING ADDRESS [REDACTED] POSTAL CODE [REDACTED]
 EMAIL ADDRESS [REDACTED]

Complete below if different from applicant:
 REGISTERED LANDOWNER NAME [REDACTED] HOME PHONE [REDACTED] MOBILE PHONE [REDACTED]
 MAILING ADDRESS [REDACTED] POSTAL CODE [REDACTED]

LAND LOCATION

Quarter	Section	Township	Range	Meridian	OR	Lot 1	Block 1	Plan 074 0062
---------	---------	----------	-------	----------	----	-------	---------	---------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED

FROM: _____ TO: _____

IS THIS AMENDMENT A CONDITION OF SUBDIVISION OR DEVELOPMENT? YES NO *LOT LINE ADJUSTMENT*

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					

REASONS SUPPORTING PROPOSED AMENDMENT (Please include additional pages if space below is insufficient)

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ _____, 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.

 DATE *SEPT. 27, 2024*

 DATE *SEPT. 27, 2024*

REGISTERED LANDOWNER SIGNATURE

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

Quarter Section Township Range Meridian OR Lot Block Plan

074 0062

[Redacted]

APPLICANT NAME (PLEASE PRINT)

[Redacted]

APPLICANT SIGNATURE

DATE

SEPT. 24, 2024

FOR ADMINISTRATIVE USE

FEE ENCLOSED:

Yes No

AMOUNT:

RECEIPT NO.:

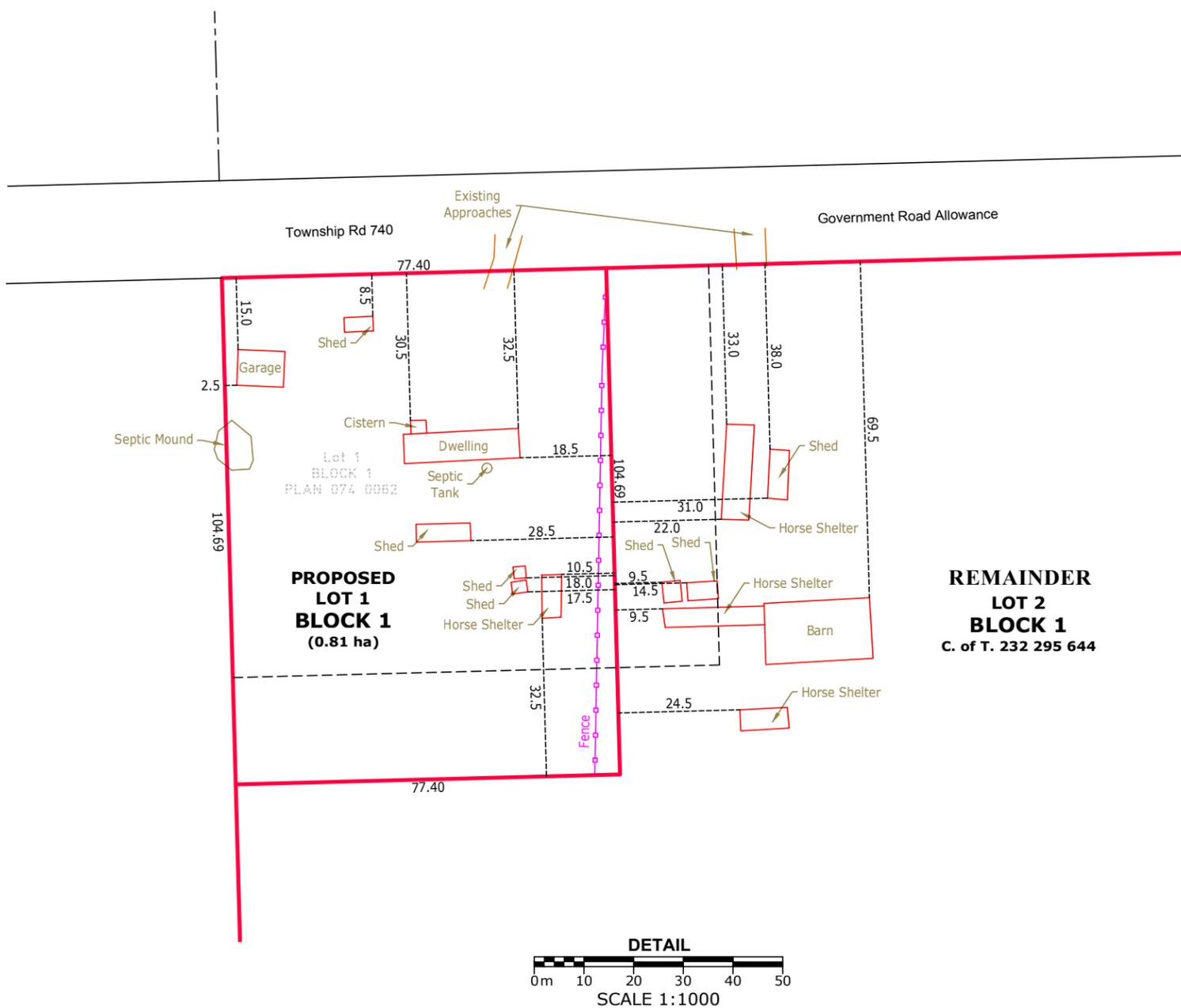
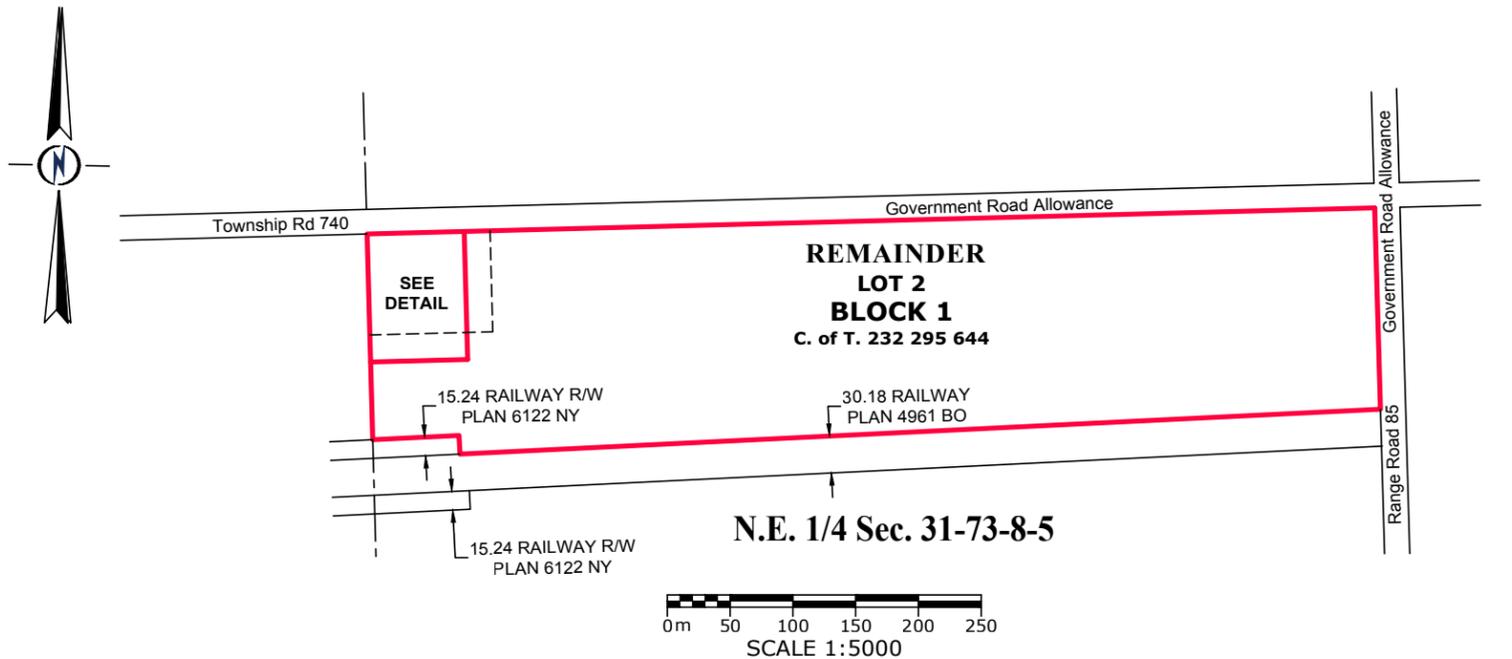
MUNICIPAL DISTRICT of LESSER SLAVE RIVER no. 124 | BOX 722, SLAVE LAKE AB T0G 2A0 | Tel 780.849.4888 | Toll-Free 1.866.449.4888 | Fax 780.849.4939

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

TENTATIVE PLAN FOR PROPOSED LOT LINE ADJUSTMENT OF LOT 1, BLOCK 1, Plan 074 0062 AND C. of T. 232 295 644 N.E. 1/4 Sec. 31-73-8-W5

Prepared for:

85035/85037 Township Road 740, M.D. of LESSER SLAVE RIVER No.124, ALBERTA



NOTES

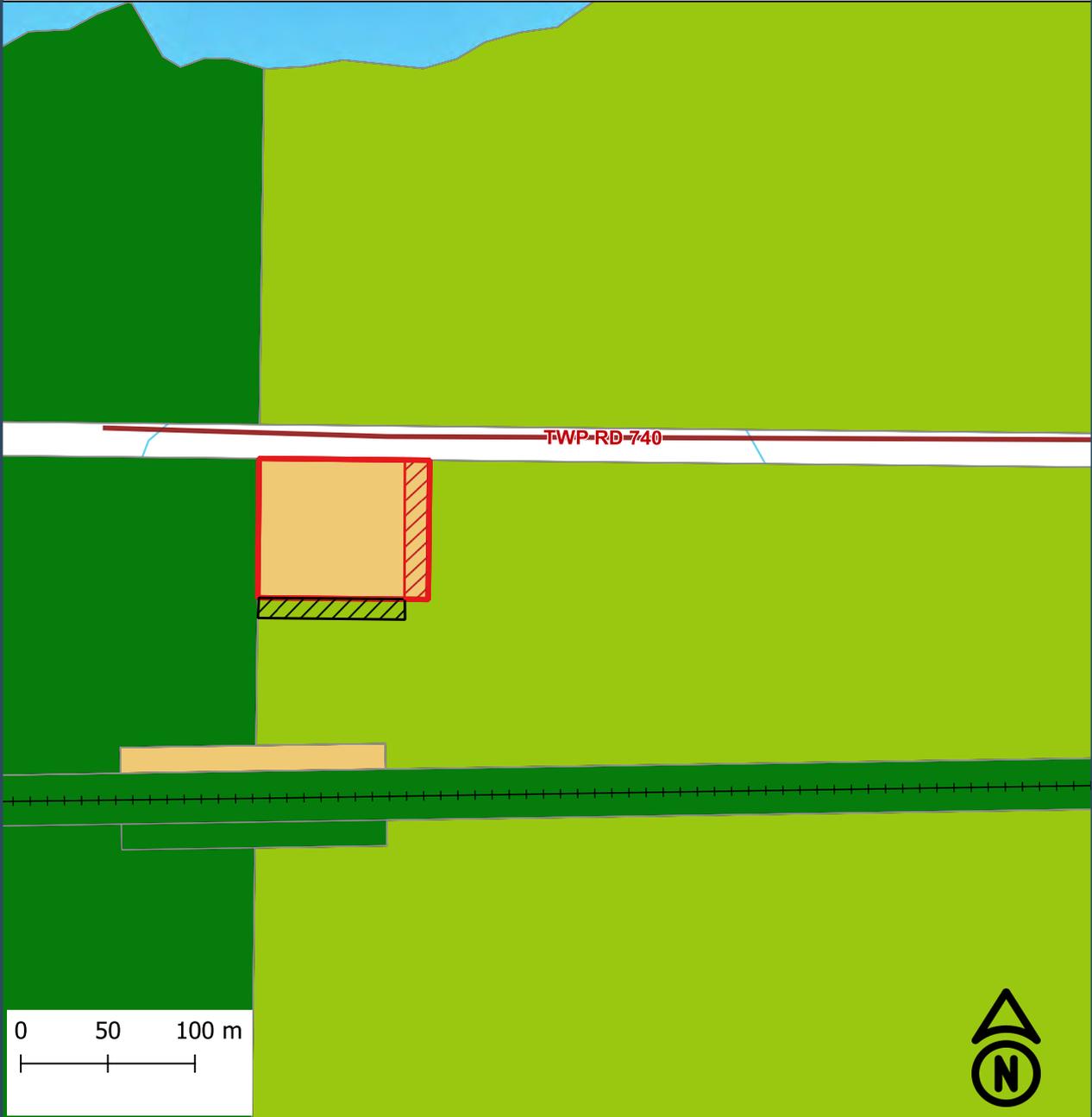
- Distances are in metres and decimals thereof.
- Offsets are rounded to the nearest 0.5m.
- Boundaries are determined using ATS V.4.1



Job No.: 2341278	Date: March 9, 2024
PC: MM - CAD: JS - CK: MM	Dwg Name: 2341278-TE
Issued	Sheet: 1 of 1 Rev: 0



NE-31-73-08-W5 and 0740062; 1; 1 from "RUS" to "A" and "A" to "RUS"



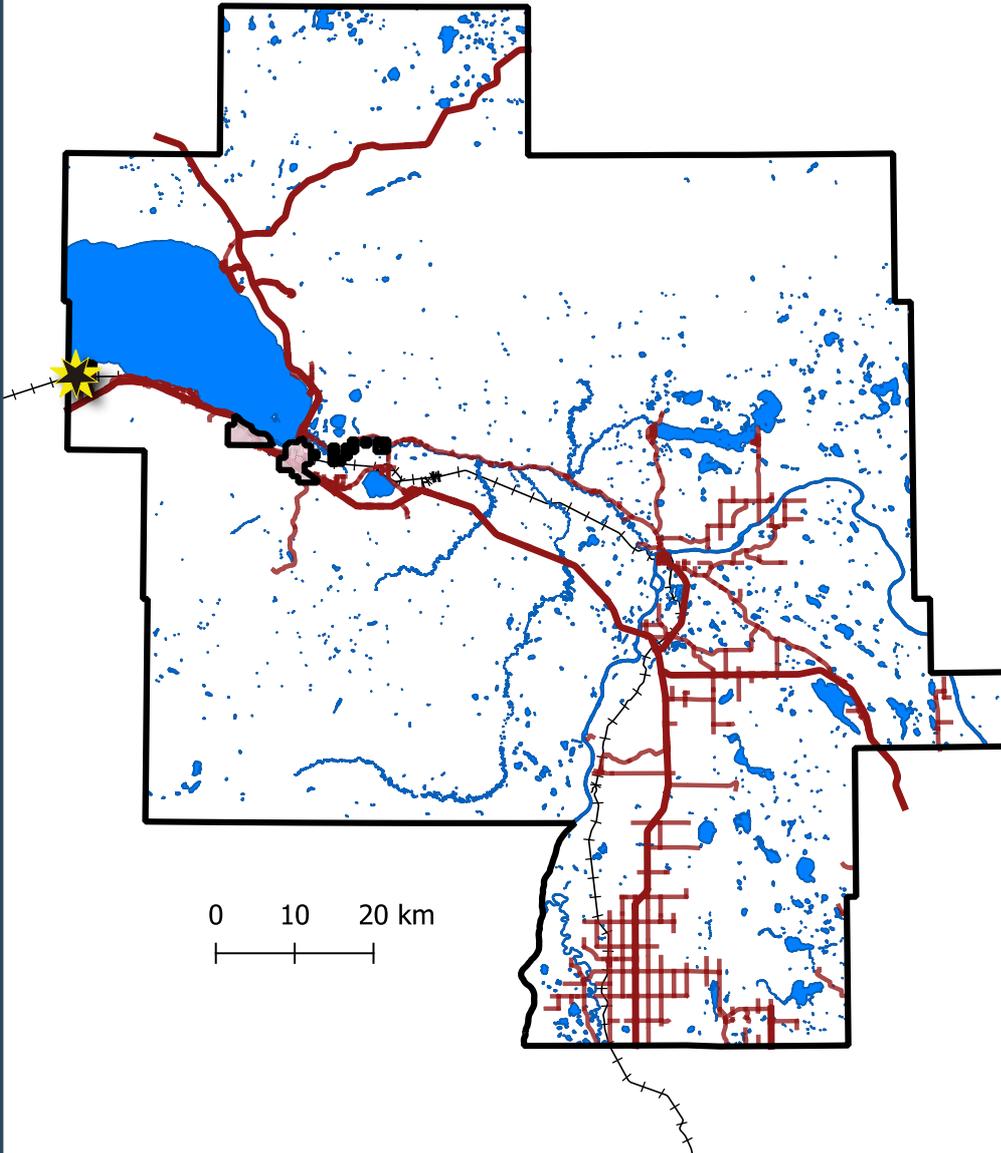
Legend

- | | | | |
|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|----------------------------------|
|  | From "RUS" to "A" |  | Residential Un-Serviced District |
|  | From "A" to "RUS" |  | Hydro Area |
|  | Agricultural District |  | Railway |
|  | Crown Land District | | |

10TM NAD 83
October 9, 2024



General Location Bylaw 2024-20



Legend

-  Location of Land Use Bylaw Amendment
-  Hydro Area

-  Provincial Roads
-  Municipal Roads
-  Railway

10TM NAD 83
October 9, 2024



Lesser Slave River

Request for Decision

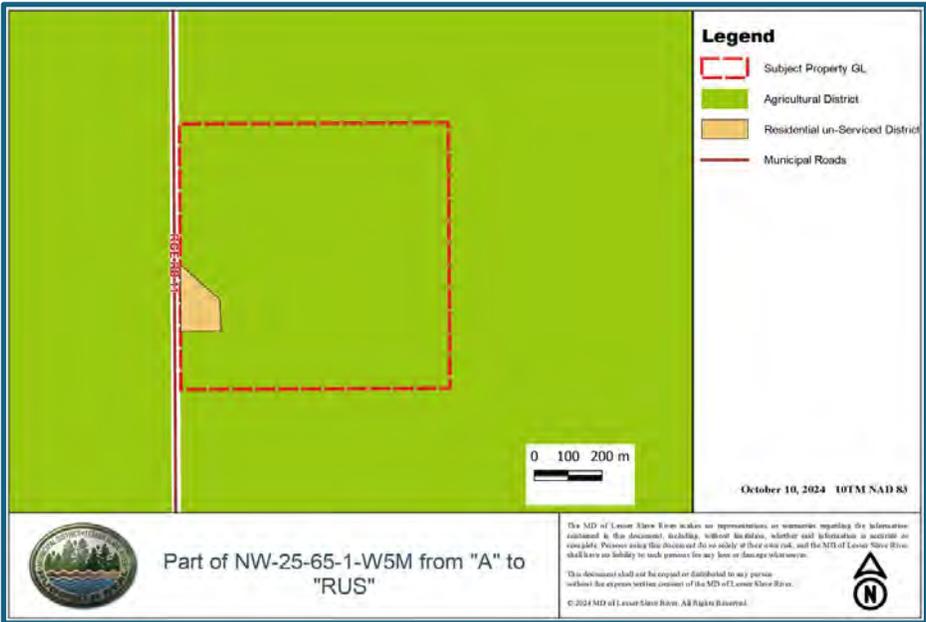
Title:	Bylaw 2024-22 Land Use Bylaw Amendment #22 (Flatbush Area) First Parcel Out
Date:	10/23/2024
Presented By:	Ann Holden, Planning & Development Officer
Attachments:	Bylaw 2024-22, Application, Maps

Proposed Motion	<i>That Council gives First Reading to Bylaw 2024-22 being a Land Use Bylaw Amendment to redesignate part of NW-25-65-1-W5M from Agriculture (A) to Residential Un-Serviced (RUS) District and to schedule the Public Hearing.</i>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

An application has been received to change the zoning of a portion of NW-25-65-1-W5M from Agricultural to Rural Un-Serviced District. The application to rezone is happening concurrently with the subdivision application.

The parcel to be subdivided is 1.62 ha (4 ac) in size and is less than the minimum parcel size required for an Agricultural parcel. A change in land use zoning requires an amendment of the Land Use Bylaw. Bylaw 2024-22 as presented for first reading proposes to amend Land Use bylaw 2021-17 and change the present zoning from Agricultural (A) to Residential Un-Serviced (RUS) district.



Map 1: Changes to NW-25-65-1-W5M after the subdivision and rezoning process is complete

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:

Municipal Government Act:

Amendment and repeal

191(1) The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.

(2) 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.

(3) Subsection (2) does not apply to a revision or repeal under section 63.

Council reminder for the redistricting process:

When rezoning is required, MDLSR needs a land use amendment (3 readings that requires Public Hearing after 1st reading). The 2nd reading happens after the public hearing. Since the amendment happens concurrently with the subdivision application, the 3rd reading will not be completed until the subdivision is ready for endorsement.

FINANCIAL IMPLICATION:

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

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 as per the policies in the MDP and LUB. 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.

- October 23, 2024 – 1st reading of Bylaw 2024-22
- TBD – written notification sent to the landowner, adjacent landowners, and referral agencies.
- TBD – advertisement in the Lakeside Leader (week one)
- TBD – advertisement in the Lakeside Leader (week two)
- TBD – deadline for written submissions to be included in the agenda
- TBD – Public Hearing (Council Chambers at 10:15 a.m.)
- TBD – 2nd Reading
- TBD – Completion of subdivision conditions
- TBD – 3rd Reading of Bylaw 2024-22

Prepared By: Ann Åsfrid Holden, Planning & Development Officer

Reviewed By: Rudolf Liebenberg, Director, Planning, Utilities, and Protective Services

Approved By: Barry Kolenosky, Chief Administrative Officer



BYLAW 2024-22

A BYLAW OF MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124 IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 2021-17 LAND USE BYLAW AMENDMENT #22

WHEREAS Sections 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 part of NW-25-65-1-W5M changes from Agricultural (A) to Rural Un-Serviced (RUS) District, as shown on Schedule "A" which is attached hereto and forms part of this Bylaw.
2. The location of NW-25-65-1-W5M is located in the Flatbush area as shown on Schedule "B" which is attached hereto and forms part of this Bylaw.
3. Bylaw 2021-17 Land Use Bylaw is hereby amended.
4. Bylaw 2024-22 Amendment #22 forms part of Bylaw 2021-17 Land Use Bylaw.
5. This Bylaw 2024-22 Amendment #22 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

Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

ADVERTISED the _____ day of _____, 2024

ADVERTISED a second time the _____ 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 _____, 2025

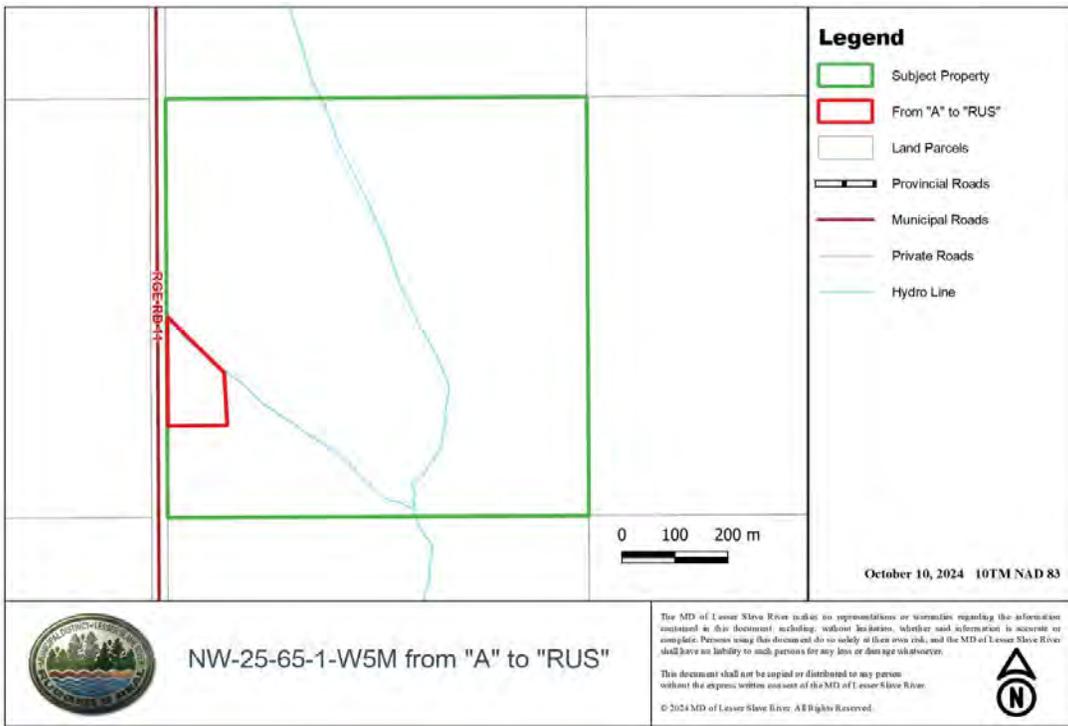
Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer

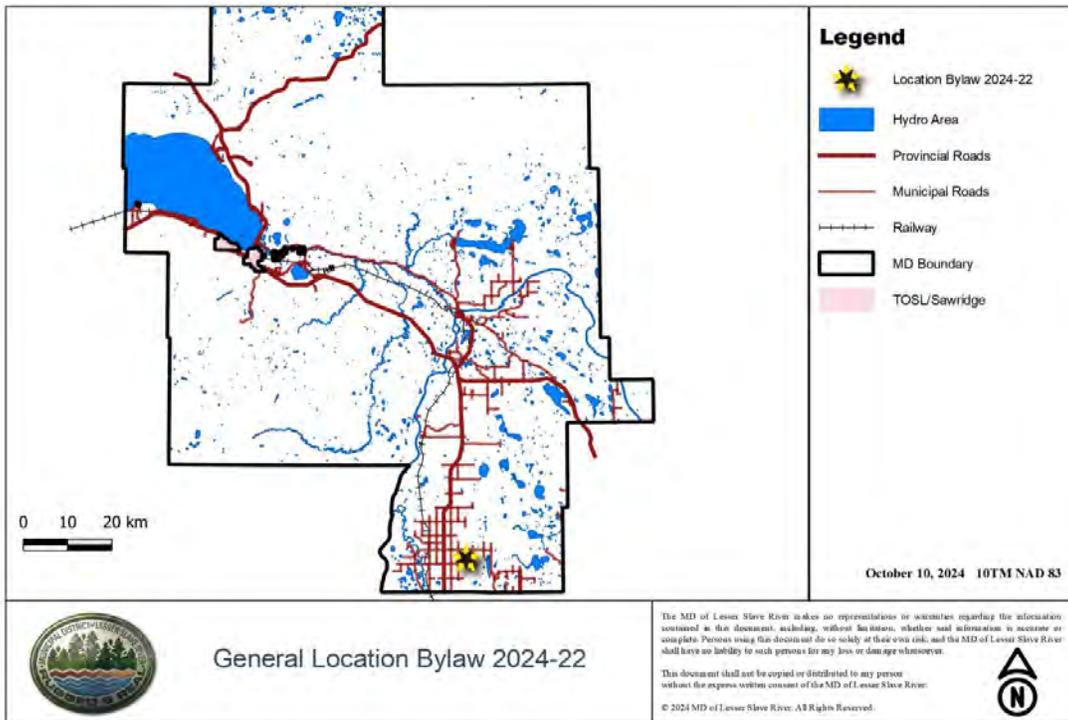


BYLAW 2024-22

Schedule "A"



Schedule "B"





Lesser Slave River
Planning & Development

Application no.:

Form Received:

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

LAND LOCATION

NW 25 65 1 5 OR
 Quarter Section Township Range Meridian Lot Block Plan

LAND USE CLASSIFICATION AMENDMENT PROPOSED

FROM: Agricultural District TO: Residential Un-Serviced

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

REASONS SUPPORTING PROPOSED AMENDMENT (Please include additional pages if space below is insufficient)

Would like to make a recreational property.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$1,000.00 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 SIGNATURE]

APPLICANT SIGNATURE

DATE October 4, 2024

[REDACTED SIGNATURE]

REGISTERED LANDOWNER SIGNATURE

DATE October 4, 2024

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

NW	25	65	1	5	OR			
Quarter	Section	Township	Range	Meridian		Lot	Block	Plan

APPLICANT NAME (PLEASE PRINT)

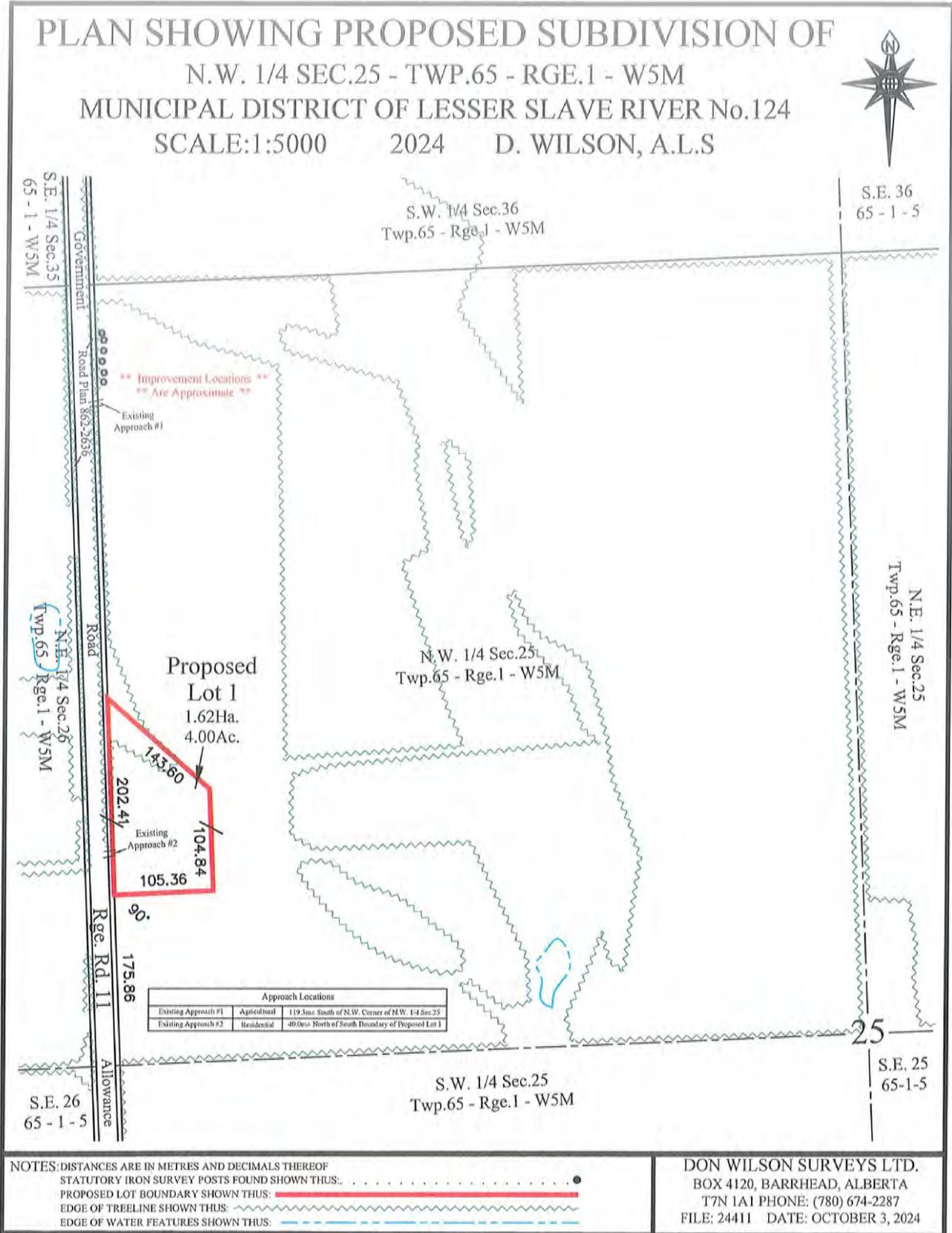
APPLICANT SIGNATURE

DATE October 4, 2024

FOR ADMINISTRATIVE USE

FEE ENCLOSED:	AMOUNT:	RECEIPT NO.:
Yes 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



PLAN SHOWING PROPOSED SUBDIVISION OF
N.W. 1/4 SEC.25 - TWP.65 - RGE.1 - W5M
MUNICIPAL DISTRICT OF LESSER SLAVE RIVER No.124
SCALE:1:5000 2024 D. WILSON, A.L.S



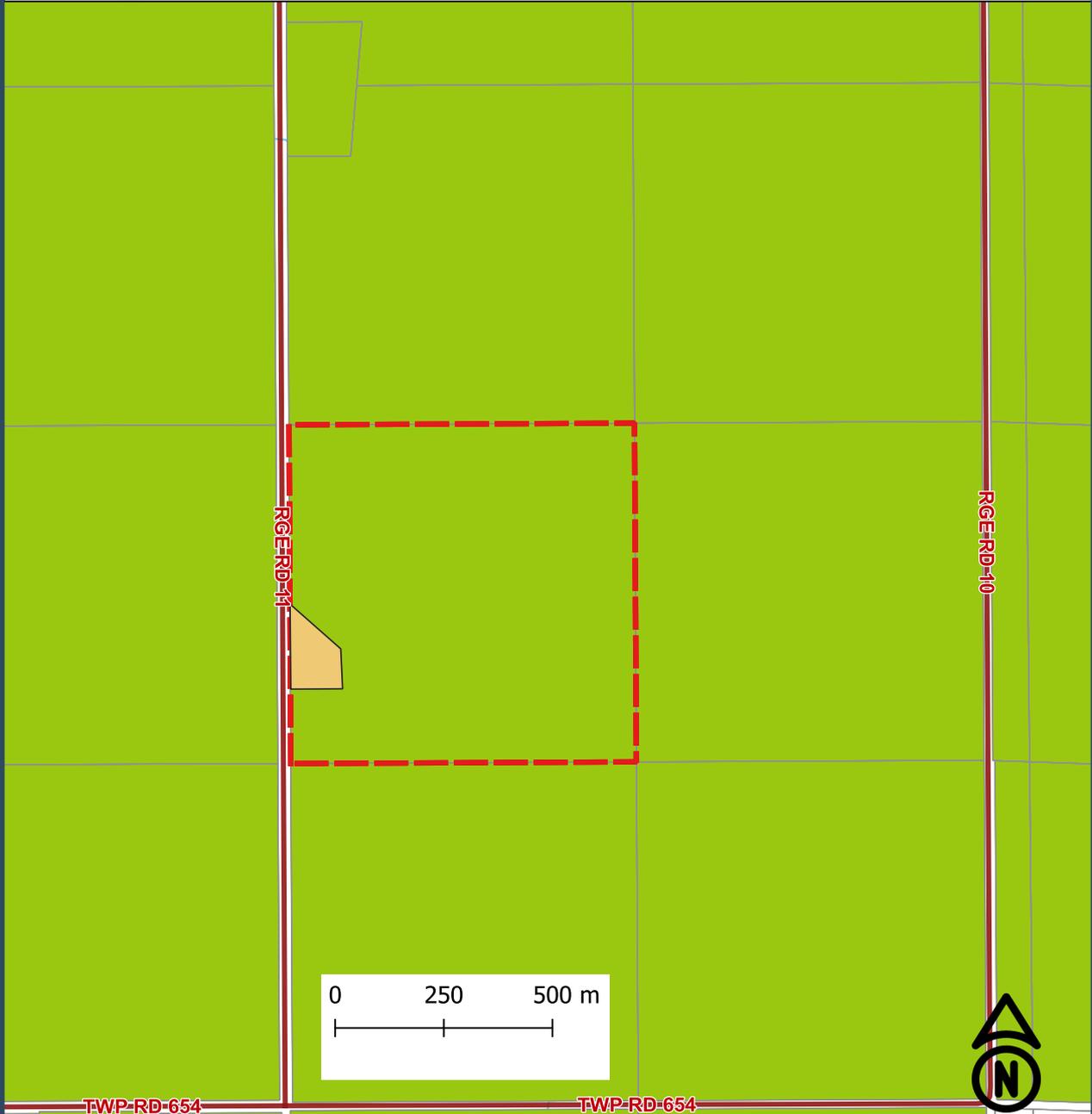
Approach Locations		
Existing Approach #1	Agricultural	119.3m South of N.W. Corner of N.W. 1/4 Sec 25
Existing Approach #2	Residential	40.0m North of South Boundary of Proposed Lot 1

NOTES: DISTANCES ARE IN METRES AND DECIMALS THEREOF
 STATUTORY IRON SURVEY POSTS FOUND SHOWN THUS: ●
 PROPOSED LOT BOUNDARY SHOWN THUS: ————
 EDGE OF TREELINE SHOWN THUS: ~~~~~~
 EDGE OF WATER FEATURES SHOWN THUS: ————

DON WILSON SURVEYS LTD.
 BOX 4120, BARRHEAD, ALBERTA
 T7N 1A1 PHONE: (780) 674-2287
 FILE: 24411 DATE: OCTOBER 3, 2024



Part of NW-25-65-1-W5M from "A" to "RUS"



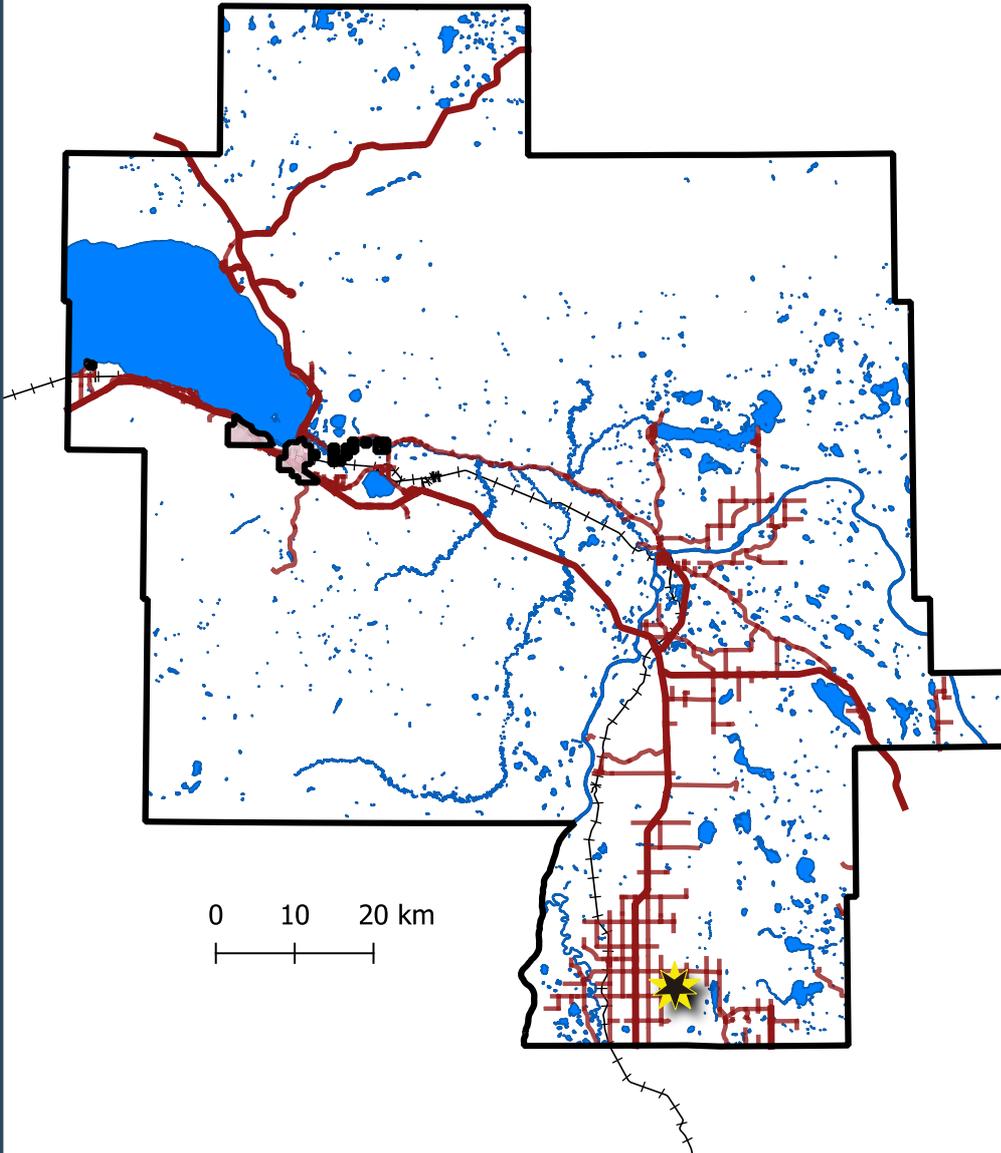
Legend

-  Subject Property
-  Land Parcels
-  Municipal Roads
-  Agricultural District
-  Residential Un-Serviced District
-  Proposed land use

10TM NAD 83
October 9, 2024



Part of NW-25-65-1-W5M from "A" to "RUS"



Legend

-  Location of Land Use Bylaw Amendment
-  Hydro Area

-  Provincial Roads
-  Municipal Roads
-  Railway

10TM NAD 83
October 9, 2024



Lesser Slave River

Request for Decision

Title:	Bylaw 2024-23 Land Use Bylaw Amendment #23 (Widewater)
Date:	11/23/2022
Presented By:	Samantha Dyck, Planning & Development Officer
Attachments:	Bylaw, Maps

Proposed Motion	<i>That Council gives First Reading to Bylaw 2024-23 being a Land Use Bylaw Amendment to redesignate a portion of the parcel legally described as NE 27-73-7-W5M from Residential Un-Serviced (RUS) & Community Facilities (CF) to Direct Control (DC) and to tentatively schedule the Public Hearing for the first Council Meeting in November.</i>
Administration's Recommendation(s)	As proposed

BACKGROUND:

The MDLSR advertised for proposals to develop the site on the west portion of NE 24-73-7-W5M where the bulk water is being removed. Travelling Timbers was the only applicant to this expression of interest. The current zoning of the area is partially Residential Un-Serviced (RUS) and partially Community Facilities (CF). The RUS zoning is leftover from the 2011 wildfire and was not addressed in the 2021 Land Use Bylaw rewrite. The proposed area for the Travelling Timbers installation is slightly larger than the 2011 use and as such, there are two districts within the area that will need to be rezoned.

Direct control zoning is an effective approach for council projects because it allows for tailored regulations that can be specifically designed to address the unique characteristics and needs of a community. This zoning method provides councils with greater flexibility and control over land use, enabling them to implement precise standards that promote desired development outcomes. By facilitating direct engagement with stakeholders, including residents and developers, direct control zoning fosters collaborative decision-making and encourages community input. This ultimately leads to more sustainable and cohesive urban planning that aligns with the community's vision, enhances property values, and improves overall quality of life. As the area to be used has many constraints is best to rezone the property to Direct Control.

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:

The benefit of rezoning this property is that it allows Council to direct the development of the site in the way that they see fit.

STRATEGIC ALIGNMENT:

1. Municipal Development Plan Bylaw 2012-09
2.0 COMMUNITY AREAS

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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.

2.1.4 Hamlets

The MD's existing hamlets shall be encouraged to accommodate new development based on existing infrastructure, community services and location. Each hamlet shall be considered as a potential node for accommodating an appropriate mix of residential, commercial, recreational and/or institutional land uses. Further, the MD supports all efforts to improve the long-term viability of its hamlets, including allowing for the development of group homes, seniors housing, youth programs, and improved recreation facilities.

This will be a new and different style of development than we have had in this area. The installation of the Tall Timbers tiny cabins is a unique approach to adding a fluid approach to residential uses.

2. Land Use Bylaw 2021-17

Section 7.11 Direct Control District

7.11.1 This land use district is to be applied to areas determined by the Council to be unique or of special character or where particular circumstances or difficulties are present. It is intended to ensure that land use and development occurs in these areas in accordance with any applicable provisions prescribed for such areas in any Statutory Plan, or to be put in effect to specifically guide the implementation/administration of this District.

7.11.2 All development permits applications in the Direct Control District shall be considered and decided upon by Council.

Section 8.15 Slopes and Watercourses

7.15.5 A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of the physical bank, defined by a registered surveyor, of any watercourse, or from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body unless the Development Authority is satisfied, through the submission of a detailed geotechnical engineering study from a registered engineer, that a lesser setback is warranted. This requirement shall not apply to fences and boat houses, which may be allowed within this strip

The site in question is a unique site that has many constraints as it abutting a creek. Section 8.15.5 of the Land Use Bylaw requires that all development shall be setback from any watercourse a minimum of 30m unless the Development Authority is satisfied through a geotechnical engineering study that a lesser setback is warranted. Additionally, with the current zoning of Residential Un-Serviced and Community Facilities the required setbacks from the front and rear are 7.5 m (RUS) and 3 m (CF).

With the Direct Control zoning Council can utilize their best judgment of the site to approve the development. This means a possible lesser setback and constraints. This also allows a higher level of possible developments available as uses for the site.

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

When rezoning is required, MDLSR needs a land use amendment (Three readings are required with a Public Hearing after the First Reading). The Second Reading happens after the Public Hearing and as no subdivision is occurring, the Third Reading can follow.

FINANCIAL IMPLICATION:

With the change in zoning there is the ability develop the site in more intense way than as it is currently zoned.

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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.

- October 23, 2024 – 1st reading of Bylaw 2024-23
- October 17, 2024 – written notification sent to adjacent landowners and referral agencies.
- October 30, 2024 – advertisement in the Lakeside Leader (week one)
- November 6, 2024 – advertisement in the Lakeside Leader (week two)
- November 7, 2024 – deadline for written submissions to be included in the agenda
- November 13 (?), 2024 – Public Hearing (Council Chambers at 10:15 a.m.)
- November 13 (?), 2024 – 2nd reading and 3rd reading

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

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request for decision.docx



BYLAW 2024-23

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 #23

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 a portion of NE-27-73-7-W5M changes from Residential Un-Services (RUS) and Community Facilities (CF) to Direct Control (DC) 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 2024-23 AMENDMENT #23 forms part of Bylaw 2021-17 Land Use Bylaw.
4. This Bylaw 2024-23 AMENDMENT #23 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 23rd day of October, 2024

PUBLIC HEARING held on ____ day of _____, 2024

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

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

Murray Kerik, Reeve

Barry Kolenosky, Chief Administrative Officer



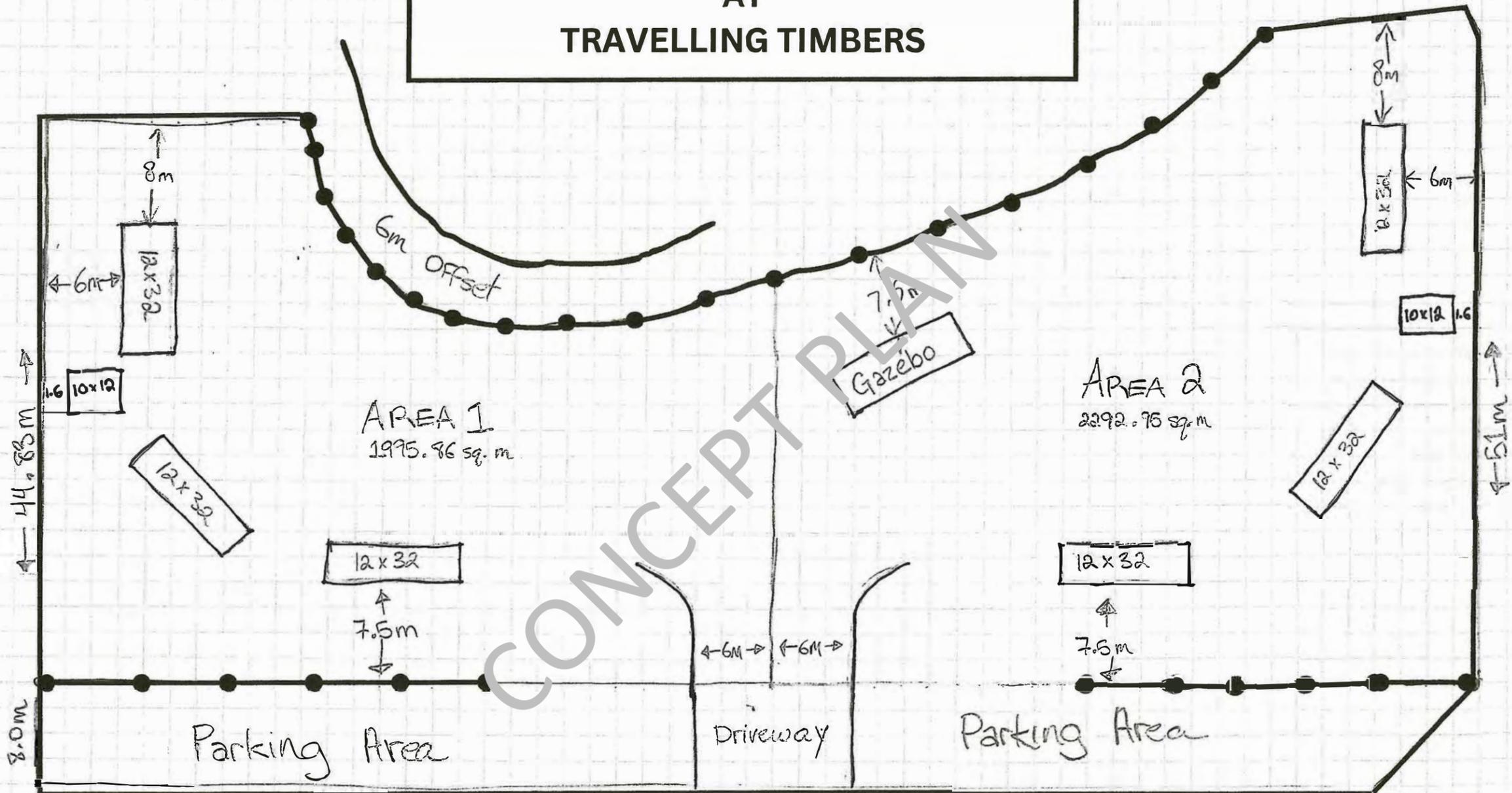
BYLAW 2024-23

SCHEDULE "A"



"THE VILLAGE" AT TRAVELLING TIMBERS

APPENDIX B



LEGEND

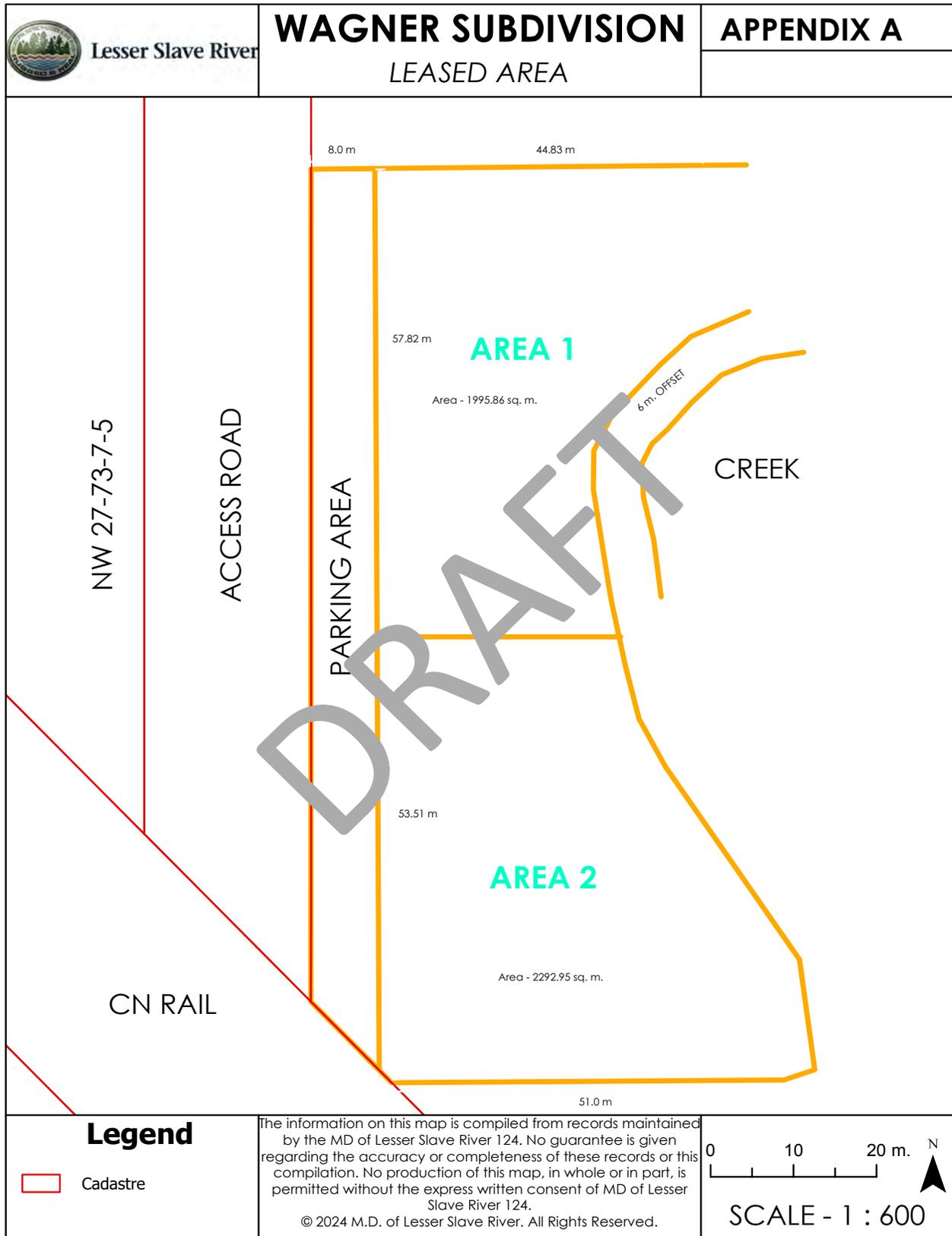
SCALE: 1 SQUARE (1/4") = 2 METERS

○—○ FENCING

▭ CABINS & MOVABLE GAZEBO + SUPPLY SHED
(12X32 CABINS) and Undetermined Gazebo size
FEET

↑ N

TRAVELLING TIMBERS
PROPOSAL
AREA 1 & 2
(LEGAL LAND DESCRIPTION: NE-27-73-7-W5)
E.O.I. # 2024-MDLSR-06



DRAFT

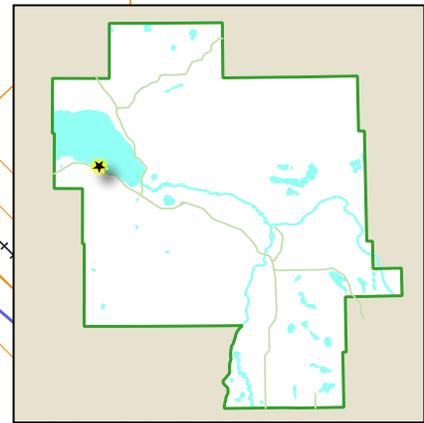
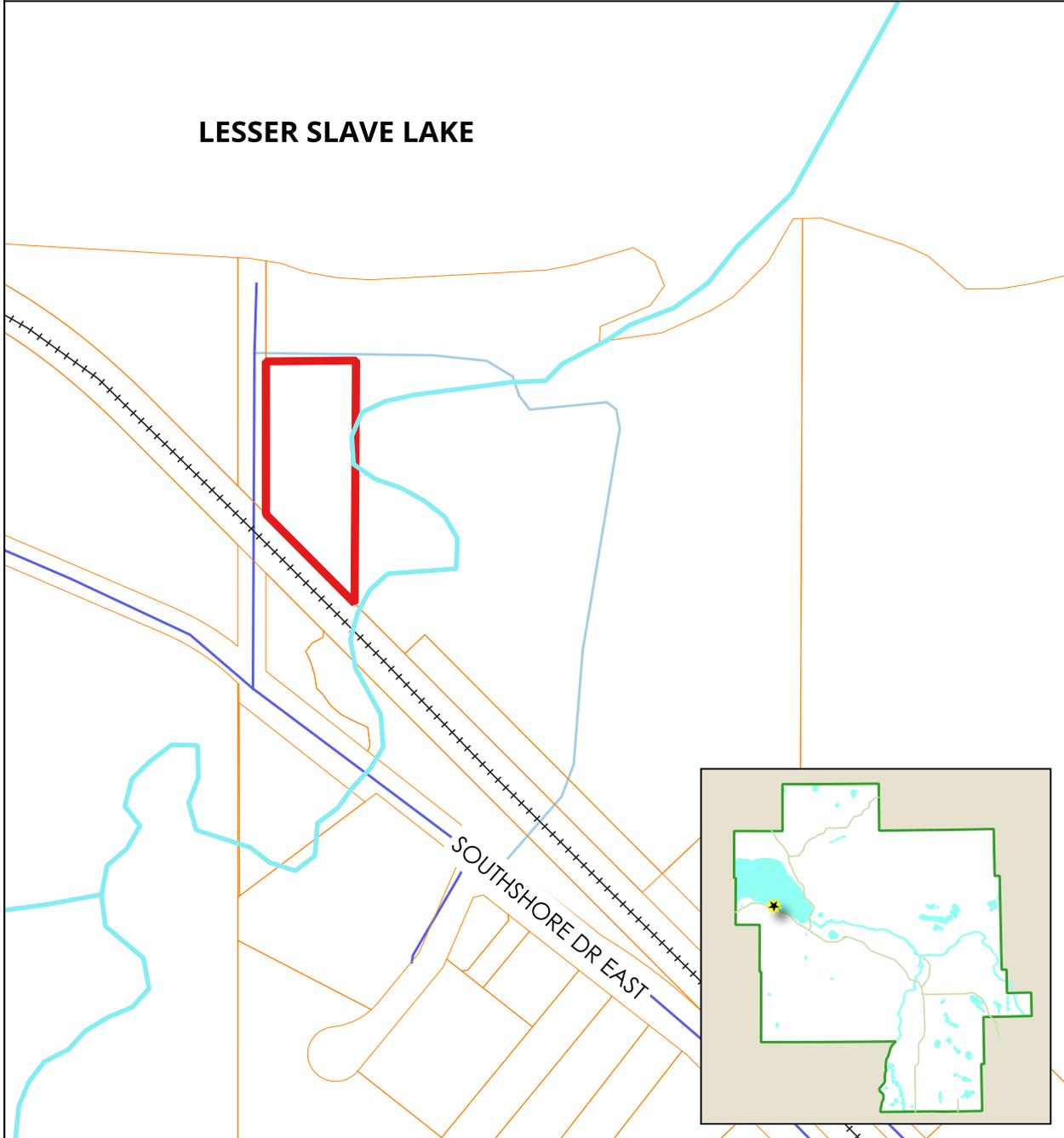


Municipal District of
Lesser Slave River 124

LUB Amendment 24-RZ-11

Location - NE-27-73-7-W5

LESSER SLAVE LAKE

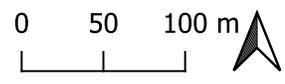


- Area of Interest
- Provincial Highway
- Cadastre
- MD Boundary

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Scale - 1 : 4,000

Map Print Date : October 17, 2024



Municipal District of
Lesser Slave River 124

LUB Amendment 24-RZ-11

Location - NE-27-73-7-W5

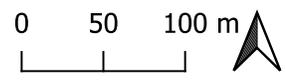


- Area of Interest
- Provincial Highway
- Cadastre
- MD Boundary

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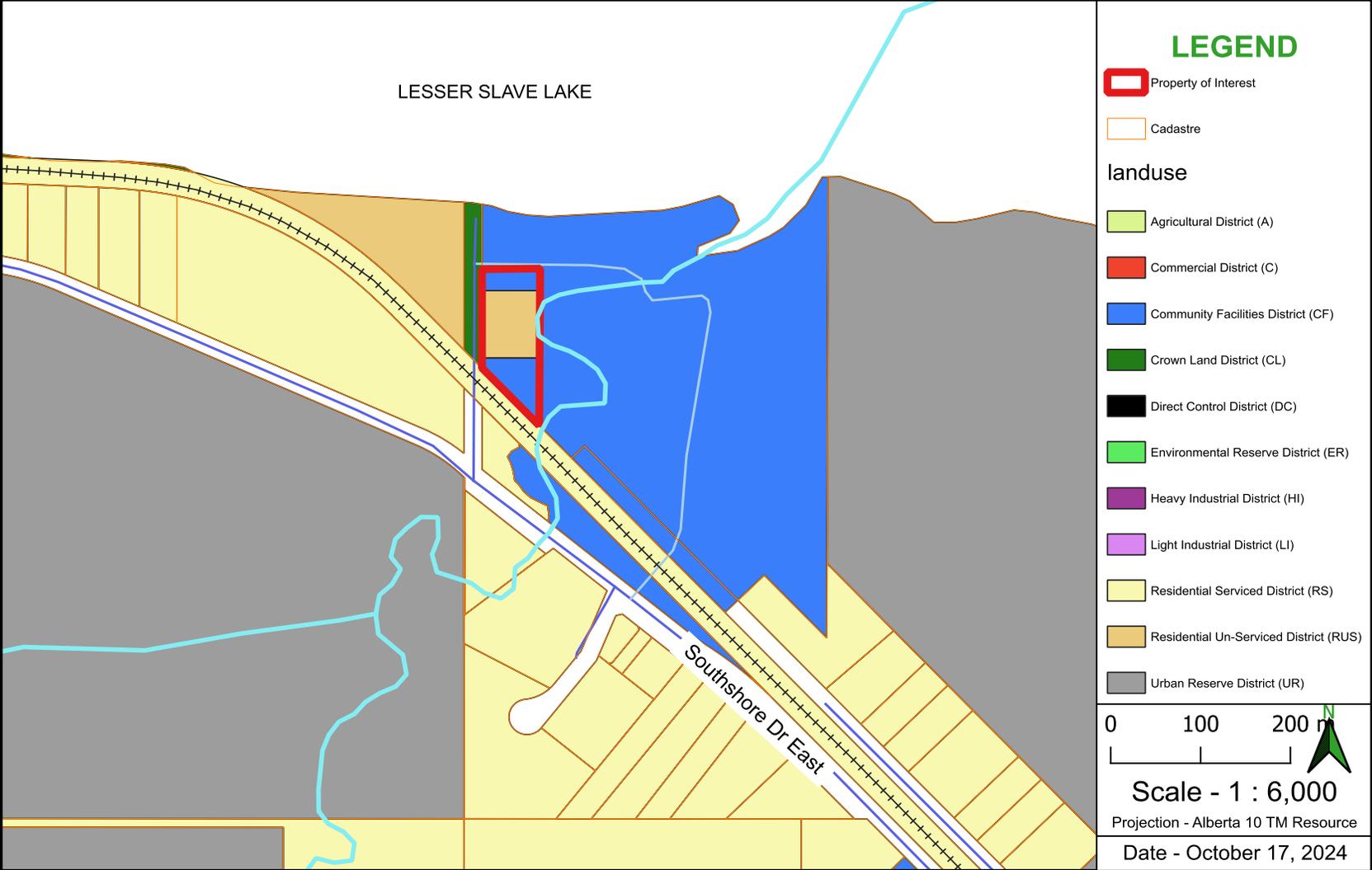
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Scale - 1 : 4,000

Map Print Date : October 17, 2024



Part of "NE-27-73-7-W5M" from "RUS/CF" to "DC"
LUB Amendment 24-RZ-11

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Lesser Slave River

Request for Decision

Title:	Reserve Transfer
Date:	10/23/2024
Presented By:	Holly Omelchuk, Director, Finance and Shared Services
Attachments:	Page 26 of the Municipal District of Lesser Slave River #124 Financial Statements for the Year Ended December 31, 2023 2024 Reserve Balance

Proposed Motion	<p><i>Move that the Unrestricted Surplus in the amount of \$2,369,744.00 be transferred to the following reserves:</i></p> <p><i>Reserve Culverts/Bridges \$1,000,000.00 GL 6-32-01-00-760 being a new Reserve account set up for the purposes of funding Culverts/Bridges,</i> <i>Reserve Water Construction \$850,000.00 GL 6-41-00-00-760,</i> <i>Reserve Sewer Construction \$240,797.66 GL 6-42-00-00-760,</i> <i>Reserve Transportation Operational \$225,000.00 GL 6-32-00-00-712,</i> <i>Reserve Recreation \$53,946.34 GL 6-72-00-00-760.</i></p> <p><i>Move that the Budgeted Reserve amount of \$1,103,458.00 be transferred to the following reserves:</i></p> <p><i>Reserve Financial Management \$621,053.66 GL 6-12-00-00-712,</i> <i>Reserve Flood Mitigation \$482,404.34 GL 6-37-01-00-760.</i></p>
Administration's Recommendation(s)	As above

BACKGROUND:

The annual accumulated surplus refers to the excess of revenues over expenditures net of budget carry over items. Carry overs are items have been approved in the budget but have not been completed at year end. In 2023 the Municipal District of Lesser Slave River #124 (MDLSR) has an accumulated surplus of \$2,369,744.00. Historically the MDLSR has transferred the annual accumulated surplus to reserves. The 2022 accumulated surplus was transferred to the Vehicle Reserve.

As part of the 2023 Operational Budget deliberations \$1,103,458.00 was allocated to Reserves, not indicating which reserves.

As per our Reserve Policy ADM-12-10

2 a) Establishing Capital Reserves are established by Council for the funding of any authorized expenditure. Administration is proposing a new Reserve be set up for Culverts and Bridges with the GL 6-32-01-00-760.

ALTERNATIVE OPTIONS:

Council can decide different allocations than proposed.

BENEFIT/RISKS:

Transferring amounts to reserves supports the funding of unbudgeted items that come up from time to time.

STRATEGIC ALIGNMENT:

Transferring amounts to reserves aids in funding future projects, both capital and operating, that align with our strategic goals and objectives.

FINANCIAL IMPLICATION:

Transferring amounts to reserves helps to contribute to the economic health and sustainability of the MDLSR.

OTHER CONSIDERATIONS:

Annual surplus is not guaranteed on an annual basis and should not be relied on as such.

COMMUNICATION STRATEGY:

Communicate to stakeholders the amount of each reserve to be utilized in funding projects.

Prepared By: Holly Omelchuk, Director, Finance and Shared Services
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Barry Kolenosky, Chief Administrative Officer

AGENDA ITEM #9.1

RESERVES	BEGINNING BALANCE Jan 1-2024
	A
OPERATING RESERVES	
RESERVES - OPERATIONAL	602,758.39
WORKING CAPITAL - GENERAL/OP FUND	2,629,939.54
FINANCIAL MANAGEMENT	531,662.50
BUILDING	274,032.60
TRANSPORTATION - OPERATING	166,887.50
DRAINAGE	47,997.13
MUNICIPAL-IN-LIEU	113,997.00
ASB - WEED SPRAYING	17,086.97
REGIONAL DEVELOPMENT	5,759.65
WATER LINE CONTINGENCY	266,650.70
SEWER LINE CONTINGENCY	92,267.51
TOTAL OPERATING	4,749,039.49
CAPITAL RESERVES	
GENERAL CAPITAL	858,776.46
GENERAL CAPITAL - EMERGENCY	993,967.17
VEHICLE	2,751,854.83
BUILDINGS & FACILITIES	1,212,381.21
TRANSPORTATION	11,126,948.65
SEWER CONSTRUCTION	493,370.17
WATER CONSTRUCTION	862,089.61
FIRE PROTECTION	437,748.48
DISASTER RECOVERY	424,854.52
STORMWATER	424,854.52
FLOOD MITIGATION	317,595.66
RECREATION	51,350.00
HARBOUR/BOAT LAUNCH	106,660.29
LANDFILL/GARBAGE GENERAL	67,388.55
EQUIPMENT REPLACEMENT	288,980.33
EDP EQUIPMENT	39,896.54
ECONOMIC DEVELOPMENT - VIC	258,348.33
CULTURAL	132,630.56
TOTAL CAPITAL	20,849,695.88
TOTAL RESERVE	25,598,735.37

AGENDA ITEM #9.1

Water Capital	
	412101
	412102
	412278
	412306
	412307
	N/A
	N/A
TOTAL	
Fire Protection	
	2422302
TOTAL	
Flood Mitigation	
TOTAL	
Storm Water	
	372305
TOTAL	
Recreation	
TOTAL	
General Capital Emergency	
TOTAL	
<hr/>	
<hr/>	

Range Road 80 Train Crossing Upgrade - 2024 Capital Budget - Motion Requested

Sewer Line Contingency

- Hoist - 2024 Capital Budget
- Mower Replacement - 2024 Capital Budget
- Fire Engine - 2024 Capital Budget
- Smith Subdivision - 2024 Capital Budget
- Security Upgrades - 2024 Capital Budget
- AFFRCS Radios - 2024 Capital Budget
- Body Works Camera - 2024 Capital Budget
- Smith Pavement Rehab - 2024 Capital Budget
- Smith Bridge Repairs - 2023
- Smith Bridge Repairs - 2024 - Motion 243-24
- Smith Bridge Prelim Design - 2023
- Smith Bridge Prelim Design - 2024 - Motion 336-24
- Radios for Fleet - 2024 Capital Budget
- Old Smith Highway Re-Route - Carryover - 2023
- Old Smith Highway Re-Route - 2024 - Motion 341-24
- Grader - 2024 Capital Budget
- Grader - 2024 Capital Budget
- BF 79260 Flatbush Creek Bridge Replacement
- Disposal of GR16 and GR17 Motion 244-24 May 08, 2024

Transportation Capital

- 2023 Vehicle Replacement - Capital Budget JE251,171
- Attachments/Implements - Capital Budget
- Loader Attachment - 2024 Capital Budget
- 2024 Vehicle Replacement - 2024 Capital Budget JE251,171
- Used Water Truck - 2024 Capital Budget JE251,171

Vehicle Capital

- Combined Firehall, Library, Office Study
- SI Office Renovations & Expansion - 2024 Capital Budget
- Flatbush Office Building/Apartment Renovations Plan - 2024 Capital Budget
- SL River Boat Launch Upgrades Phase 2 - 2024 Capital Budget

Buildings

- Smith Install of Water & Sewer- Motion 312-24

Sewer Capital

PLC Upgrades
Canyon Creek Ultrafiltration Membrane - 2021 Carryover
Smith Raw Water Pump Chamber and Pipe Replacement
Marten Beach Truckfill Station - Design Build
Flatbush Raw Water - 2023 Carry Over - 2024 Capital Budget
Smith Install of Water & Sewer- Motion 312-24
Contribution to reserve Operational Budget

Water Capital

Rescue Stabalization Tools - 2024 Capital Budget

Fire Protection

Flood Mitigation - 2024 Operational Budget

Flood Mitigation

Southshore Estates Drainage - 2023 Carryover - 2024 Capital Budget

Storm Water

Recreation

Mitsue Ponds - Dredging - Motion 390-24

General Capital Emergency

AGENDA ITEM #9.1

30-Sep-24		
2024 BUDGETED RESERVE NOT POSTED - COMMITTED	2024 BUDGETED RESERVE TRANSFER IN	2024 ACTUAL RESERVE USE JE COMPLETED
B	C	D
		285,902.00
55,968.00		450,445.00
100,000.00		12,500.00
		61,000.00
155,968.00	-	809,847.00
460,338.00		
134,208.00		
176,487.77		580,931.50
452,000.00		25,200.00
7,431,124.00	-	36,043.00
20,000.00		
822,243.23	113,510.00	
50,000.00		
295,370.31		
9,841,771.31	113,510.00	642,174.50
9,997,739.31	113,510.00	1,452,021.50

AGENDA ITEM #9.1

2024 BUDGETED RESERVE USE	2024 BUDGETED RESERVE TRANSFER IN	2024 ACTUAL RESERVE USE-DETAILS
		151,702.00
		134,200.00
-	-	285,902.00
		169,400.00
		60,000.00
		221,045.00
17,340.00		
38,628.00		
55,968.00		450,445.00
		61,000.00
-		61,000.00
100,000.00		
		12,500.00
100,000.00		12,500.00
-	-	-
116,850.00		
290,000.00		
30,000.00		

AGENDA ITEM #9.1

23,488.00		
460,338.00	-	-
957.00		36,043.00
43,670.00		
900,000.00		
18,049.66		
160,000.00		
196,744.50		
18,306.00		
28,475.00		
302,102.72		
20,177.89		
374,810.03		
1,794,590.00		
43,880.20		
824,455.00		
1,247,406.00		
655,000.00		
715,000.00		
87,500.00		
7,431,124.00	-	36,043.00
4,920.88		322,498.39
30,000.00		
-		25,200.00
18,942.89		231,057.11
122,624.00		27,376.00
176,487.77		606,131.50
22,000.00		
410,000.00		
10,000.00		
10,000.00		
452,000.00		-
20,000.00		
20,000.00		-

AGENDA ITEM #9.1

353,230.00		
100,000.00		
100,000.00		
206,930.89		
42,082.34		
20,000.00		
	113,510.00	
822,243.23	113,510.00	-
50,000.00		
50,000.00	-	-
-	-	-
295,370.31		
295,370.31	-	-
-	-	-
134,208.00		
134,208.00	-	-
<hr/>		
9,997,739.31	113,510.00	1,452,021.50
<hr/>		

AGENDA ITEM #9.1

2024 INT REVENUE		RESERVES TRANSFER IN JE COMPLETED	2024 PROJECTED ENDING
E	F	G	A-B+C-D+E+F+G
			316,856.39
			2,629,939.54
			25,249.50
			274,032.60
			54,387.50
			47,997.13
			52,997.00
			17,086.97
			5,759.65
			266,650.70
			92,267.51
			3,783,224.49
			398,438.46
			859,759.17
			1,994,435.56
			735,181.21
		196,590.00	3,856,371.65
			473,370.17
			153,356.38
			437,748.48
			374,854.52
			129,484.21
		200,000.00	517,595.66
			51,350.00
			106,660.29
			67,388.55
			288,980.33
			39,896.54
			258,348.33
			132,630.56
-	-	396,590.00	10,875,850.07
-	-	396,590.00	14,659,074.56
			2,369,744.00
			1,103,458.00

6-00-00-00-710
6-00-00-00-711
6-12-00-00-712
6-31-00-00-712
6-32-00-00-712
6-37-00-00-712
6-72-00-00-712
6-63-00-00-712
6-69-00-00-712
6-41-00-00-712
6-42-00-00-712

6-00-00-00-760
6-97-00-00-760
6-31-01-00-760
6-31-02-00-760
6-32-00-00-760
6-42-00-00-760
6-41-00-00-760
6-23-00-00-760
6-24-00-00-760
6-37-00-00-760
6-37-01-00-760
6-72-00-00-760
6-73-00-00-760
6-43-00-00-760
6-31-00-00-760
6-12-01-00-760
6-69-00-00-760
6-74-00-00-760

Require JE for 2,369,744
Require JE for 1,103,458.



Lesser Slave River

Request for Decision

Title:	Rescinding of Policies
Date:	10/23/2024
Presented By:	Nicky van Deventer, Human Resources Manager
Attachments:	<ul style="list-style-type: none"> • K. 34 – Workplace Violence Policy • K. 35 – Discrimination and Harassment Policy • 12-HR-D-01 – Harassment Prevention Directive • 12-HR-D-02 – Workplace Violence Prevention Directive

Proposed Motion	<i>Move that Council rescind policies K.34 – Workplace Violence and K.35 – Discrimination and Harassment.</i>
Administration’s Recommendation(s)	As proposed.

BACKGROUND:

In September Council approved the HR-17-02 Human Resource Management Policy which allows HR to create in new Directives as well as amend current Directives. Furthermore, this allows for Administration to make timely amendments that align with the everchanging legislation. With the new Directives approved by our SLT and the CAO, the previous Policies K 34 – Workplace Violence Policy and K 35 – Discrimination and Harassment Policy need to be rescinded to ensure there are no conflicting documents.

ALTERNATIVE OPTIONS:

None.

BENEFIT/RISKS:

Benefit: Directives 12-HR-D-01- Harassment Prevention Directive and 12-HR-D-02 – Discrimination and Harassment Directive have been reviewed and approved by the Senior Leadership Team (SLT) and the CAO. With the rescinding of K 34 and K 35 the new directives will be in effect.

Risk: The old policies do not align with current legislation and would not stand up in court.

FINANCIAL IMPLICATION:

None

OTHER CONSIDERATIONS:

None

COMMUNICATION STRATEGY:

These directives are available on Workhub where the employees have 21 days to read and review these policies. They will also be available on the O-drive – emails were also sent about these Directives being approved and active.

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



Lesser Slave River

TITLE: WORKPLACE VIOLENCE POLICY

EFFECTIVE DATE: Revision December 2, 2020

POLICY NUMBER: K. 34

Purpose

The purpose of this administrative policy is to adopt a proactive approach to the prevention of violence in the workplace and to outline the expectations of employees and the Municipal District's responsibility when reporting and responding to incidents of a violent nature.

Background

The Municipal District of Lesser Slave River No. 124 ("the MD") is committed to making the workplace as safe as is reasonably practicable for employees, contractors and users of MD services. This commitment is supported by the MD's Health and Safety Policy and the Respectful Workplace Policy.

The MD also has a duty under Occupational Health and Safety (OHS) legislation to:

- develop policies and procedures regarding potential workplace violence;
- instruct workers on how to recognize workplace violence;
- communicate the policy and procedures related to workplace violence;
- conduct hazard assessments;
- develop appropriate responses to workplace violence; and
- develop procedures for reporting, investigating and documenting incidents of workplace violence.

Based on these requirements, Administration has developed the Workplace Violence policy to focus on workplace violence prevention and response at the MD.

DEFINITIONS

1. **"Police"** refers to the Royal Canadian Mounted Police, unless the incident occurs outside the MD, in which case it will refer to the police agency of jurisdiction.
2. **"Threat"** means any act, gesture or statement that gives an employee, or another person, reasonable cause to believe that there is risk of injury to themselves or another person or damage to property.
3. **"Violence"** whether at a work site or work related, means the threatened, attempted or actual conduct of a person that causes or is likely to cause physical injury and/or damage to property.



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It is not possible to describe every instance of threats or violence in the workplace that employees must be aware of and refrain from and that the MD will take steps to prevent, assess, investigate, and resolve. Workplace violence encompasses a range of threats and/or

violent behaviors that may cause injury, damage to property, impede the normal course of work or make employees fear for their safety. Incidents may involve, but are not limited to employees, members of the public, contractors, domestic partners, and family members.

POLICY STATEMENTS

1.0 Scope / Exceptions

1.1 Scope

This policy applies to the following people and places:

People:

1. Municipal District of Lesser Slave River No. 124 employees;

Places:

1. The MD buildings, facilities, sites, offices or work environments;
2. Locations visited by employees while traveling on MD-related business;
3. Conferences, meetings, vendor/supplier or customer sites; and
4. Locations of work-based social gatherings.

1.2 Exceptions

This policy has the following exceptions:

1. Discrimination and Harassment or other behaviours are addressed in the Discrimination & Harassment Policy. However, Human Resources will notify or consult with the Chief Administrative Officer on active investigations in regard to these matters.
2. Violence occurring between employees off site during non-work time will be evaluated to determine whether any other Municipal District policies apply (e.g. Respectful Workplace Policy).

2.0 General Policy Statements

- 2.1 Further to Section 1.1 all personnel identified are expected to adhere to this policy and not subject any other person or property to threats and/or violence.
- 2.2 The MD of Lesser Slave River is committed to working in collaboration with its leaders, employees, council, boards and related entities to provide a safe workplace. All parties should be prepared to actively work together to address and respond to the issue of workplace violence.



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- 2.3** Any threat or violent act made against an employee or by an employee or against the MD property will be dealt with as a serious issue and appropriate action will be taken.
- 2.4** As an employer, the Municipal District has a duty to:
- warn and protect staff, contractors and the public when there is an issue, or potential issue, of violence in the workplace;
 - investigate reported incidents of violence in an objective and timely manner;
 - take necessary action when violence has occurred or is likely to occur; and
 - provide support for employees that fall victim to violence in the workplace.
- 2.5** No action shall be taken against an employee for reporting an incident unless the employee knowingly makes a false or bad faith complaint or knowingly makes a false or misleading statement in which case the employee may be subject to disciplinary action.

3.0 Prevention and Assessment of Risk

- 3.1** The ultimate objective is to prevent violence from occurring at the MD workplaces.
- 3.2** The Municipal District as an employer has a role in prevention by:
- identifying and assessing risks at MD workplaces, including workplace violence;
 - working collaboratively across departments and locations to assist in implementing appropriate mitigation measures to address risks; and
 - educating employees on preventative measures.
- 3.3** Employees have a role in prevention by:
- learning to identify warning signs of workplace violence;
 - refraining from workplace violence; and
 - reporting, in accordance with this policy, any violent incidents or warning signs they observe at work.

4.0 Reporting Workplace Violence

- 4.1** Each employee has a responsibility to ensure that his or her work environment is safe and secure. Employees must report any violent acts occurring or that may occur in the workplace, including threats and warning signs of violent behaviour. Employees must immediately inform their supervisor if they:
- have been threatened;
 - have been subjected to a violent act at work or during the course of their work;
 - have witnessed a threat or violent act against or by an employee;
 - have reason to believe that they, another employee, a member of the public or the MD property may become a target of violence.



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- 4.2 Employees who do not feel comfortable reporting the situation to their supervisor can report directly to the Human Resources Coordinator, the Safety Coordinator or the Chief Administrative Officer. If a situation presents an imminent threat to an employee's safety, an employee must call 9-1-1 and ask for assistance from the Police.
- 4.3 All incidents reported by the employee or supervisor will be directed to the Chief Administrative Officer to ensure an effective investigation takes place and an appropriate response is developed.
- 4.4 The Chief Administrative Officer must be advised when any legal action, criminal or civil, is related to an incident (e.g.: restraining order).
- 4.5 The Chief Administrative Officer will inform MD Council of any legal, criminal, or civil actions related to work place violence incidents.
- 4.6 Where an incident occurs and the health, safety and welfare of persons or property is at risk, the Police need to be contacted immediately to intervene. Once the Police have been contacted, the Chief Administrative Officer needs to be advised.
- 4.7 The Municipal District will disclose only the minimum amount of personal information as deemed necessary to inform works of a specific or general threat of violence or potential violence.

5.0 Investigating and Responding to Workplace Violence

- 5.1 All reported incidents of workplace violence or precursors to workplace violence reported will be triaged and facilitated by the Chief Administrative Officer in an expeditious manner.
- 5.2 If underlying causes of an incident are identified during an investigation, recommendations may be provided for immediate preventative action.
- 5.3 The Municipal District will not disclose the circumstances related to an incident of violence or the names of the complainant, the person alleged to have committed the violence, and any witness except,
 - a. where necessary to investigate the incident or to take corrective action, or to inform the parties involved in the incident of the resulting of the investigation and any corrective action to be taken to address the incident,
 - b. where necessary to inform workers of a specific or general threat of violence, or
 - c. as required by law.
- 5.4 The Municipal District will advise an employee who, as a victim of workplace violence, may be experiencing adverse symptoms as a result of the violent act that they should consider consulting with a health professional. Services are also available from the MD's



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Family Services Employee Assistance Programs (FSEAP) provider, which are not only anonymous, but also free of charge.

- 5.5 Applicable information from investigations will be reported to the Safety Coordinator to comply with OH & S legislation.
- 5.6 This violence prevention policy is not intended to discourage a worker from exercising the workers' rights pursuant to any other law.

6.0 Consequences of Non-Compliance

- 6.1 Employees failing to adhere to the items contained in this policy will be subject to appropriate disciplinary action. Incidents may also be referred to the Police for investigation.

SUPPORTING REFERENCES AND RESOURCES

References to related organization-wide procedures, forms and resources:

- *Occupational Health & Safety Act*
- Incident Reporting Forms
- Workplace Violence – Safe Work Practices – Health & Safety Program Manual

References to related Municipal District policies and bylaws:

- K.33 – Health & Safety Policy
- K.7 – Disciplinary Action Policy
- K.9 – Grievance Policy
- K.27 – Conduct of Municipal District Employees Policy
- K.36 – Respectful Workplace Policy
- K.35 – Discrimination and Harassment Policy

DATE: Dec 2, 2020

CHIEF ADMINISTRATIVE OFFICER



Lesser Slave River

TITLE: DISCRIMINATION & HARASSMENT POLICY

EFFECTIVE DATE: Revision December 2, 2020

POLICY NUMBER: K. 35

Purpose

The purpose of this administrative policy is to adopt a proactive approach to the prevention of discrimination and harassment in the workplace, and outline the expectations of employees and the Municipal District's responsibility when reporting and responding to incidents involving discrimination and / or harassment.

Background

The Municipal District of Lesser Slave River No. 124 ("the MD") is committed to making the workplace as healthy and positive as is reasonably practicable for employees, contractors and users of the MD services. This commitment is supported by the MD's Respectful Workplace Policy. Acts of discrimination and harassment are recognized as being more serious and going beyond the disrespectful behaviors identified in that policy, and therefore are specifically addressed in this Discrimination & Harassment Policy.

DEFINITIONS

1. **"Police"** refers to the Royal Canadian Mounted Police, unless the incident occurs outside the Municipal District, in which case it will refer to the police agency of jurisdiction.
2. **"Discrimination"** means behaviours, practices, policies or systems which have a direct or adverse impact based on: age, ancestry, colour, family status, marital status, mental or physical disability, place of origin, race, religious beliefs, sexual orientation, source of income, or gender (including pregnancy and sexual harassment), or any other ground covered by the *Alberta Human Rights Act*.

Discriminatory practices, policies, or systems include:

- Denial of equitable treatment in hiring or in the terms, conditions, or benefits of employment;
- Denial of access to or the processes by which people use MD related services, programs and/or facilities, and/or; and
- Failing to accommodate an individual(s) protected under the *Alberta Human Rights Act*.



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3. **"Harassment"** means behaviours including comments or actions which are unwelcome, and result in a negative or uncomfortable work environment.

Examples include:

- Unwelcome remarks, jokes, taunts, suggestions or speculations about a person's body, attire, sex life, etc.;
- Repeated: conduct, comments, actions, or gestures which when taken in isolation seem minor but when repeated can lead to a conclusion of harassment;
- Displays of pornographic or other sexual materials in the form of pictures, electronic mail, graffiti, cartoons or sayings; and
- Sexual harassment includes comments or conduct such as: unwelcome advances, requests, comments, physical contact such as unnecessary touching, pinching or jostling or gestures that are suggestive or persistent staring that are of a sexual nature. Implied or expressed threats of reprisal for refusal to comply with a request of a sexual nature or implied or expressed promises of reward for agreeing to comply with a request of a sexual nature.

POLICY STATEMENTS

1.0 Scope / Exceptions

1.1 Scope

This policy applies to the following people and places:

People:

1. Municipal District of Lesser Slave River No. 124 employees;

Places:

1. Municipal District buildings, facilities, sites, offices or work environments;
2. Locations visited by employees while traveling on MD-related business;
3. Conferences, meetings, vendor/supplier or customer sites; and
4. Locations of work-based social gatherings.

1.2 Exceptions

This policy has the following exceptions:

1. Disrespectful behavior will be addressed in the Respectful Workplace Policy. However, Human Resources will notify or consult with the Chief Administrative Officer on active investigations in regard to these matters.



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2.0 General Policy Statements

- 2.1 Further to Section 1.1 all personnel identified are expected to adhere to this policy and not harass or subject any other person to discriminatory action.
- 2.2 The MD of Lesser Slave River is committed to working in collaboration with its leaders, employees, council, boards and related entities to provide a workplace free of discrimination and harassment. All parties should be prepared to actively work together to address the issue of discrimination and harassment in the workplace.
- 2.3 Any acts of discrimination or harassment made against an employee or by an employee will be recognized as a serious issue and will be dealt with in a timely manner.

3.0 Reporting of Discrimination & Harassment

- 3.1 Each employee has a responsibility to ensure that his or her work environment is safe and secure. Employees must report any acts of discrimination and / or harassment occurring or that may occur in the workplace. Employees must immediately inform their supervisor if they:
 - have been discriminated against;
 - have been subjected to a harassment during the course of their work;
 - have witnessed a discriminatory act and / or act or harassment against or by an employee;
 - have reason to believe that they, another employee, a member of the public or the MD property may become a target of discrimination and / or harassment.
- 3.2 Employees who do not feel comfortable reporting the situation to their supervisor can report directly to the Human Resources Coordinator or the Chief Administrative Officer. If a situation presents an imminent threat to an employee's safety, an employee must call 9-1-1 and ask for assistance from the Police.
- 3.3 All incidents reported by the employee or supervisor will be directed to the Chief Administrative Officer to ensure an effective investigation takes place and an appropriate response is developed.
- 3.4 The Chief Administrative Officer must be advised when any legal action, criminal or civil, is related to an incident (e.g.: restraining order).
- 3.5 The Chief Administrative Officer will inform MD Council of any legal, criminal, or civil actions related to work place violence incidents.
- 3.6 Where a serious incident occurs and the health, safety and welfare of persons may be impacted, the Police need to be contacted immediately to intervene. Once the Police have been contacted, the Chief Administrative Officer needs to be advised.



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4.0 Investigating and Responding to Discrimination and Harassment

- 4.1 All reported incidents of discrimination and / or harassment will be triaged and facilitated by the Chief Administrative Officer in an expeditious manner.
- 4.2 If underlying causes of an incident are identified during an investigation, recommendations may be provided for immediate preventative action.
- 4.3 The MD will advise an employee who, as a victim of discrimination and / or harassment, may be experiencing adverse symptoms as a result of the action against them, that they should consider consulting with a health professional. Services are also available from the MD's Family Services Employee Assistance Programs (FSEAP) provider, which are not only anonymous, but also free of charge.
- 4.4 The Municipality will not disclose the circumstances related to an incident of harassment or the names of the complainant, the person alleged to have committed the harassment, and any witness, except,
 - a. where necessary to investigate the incident or take corrective action, or to inform the parties involved in the incident of the results of the investigation and any corrective action to be taken to address the incident, or
 - b. as required by law.
- 4.5 The harassment prevention policy is not intended to discourage a worker from exercising rights pursuant to any other law, including the Alberta Human Rights Act.

5.0 Consequences of Non-Compliance

- 5.1 Employees failing to adhere to the items contained in this policy will be subject to appropriate disciplinary action. Incidents may also be referred to the Police for investigation.

6.0 Criminal Offences

- 6.1 Where behaviour may constitute a criminal offence, the Police will be notified.

7.0 False or Frivolous Complaints

- 7.1 Complaints that are found to be false, frivolous or made in bad faith will not be tolerated and will be subject to appropriate disciplinary action.

8.0 Retaliation

- 8.1 Everyone has the right to report, in good faith, incidents of discrimination, harassment or inappropriate behaviour without fear of retaliation.



Lesser Slave River

8.2 Retaliation by any person against anyone involved in informal or internal or external formal complaint processes will not be tolerated and will be subject to discipline, up to and including dismissal.

SUPPORTING REFERENCES AND RESOURCES

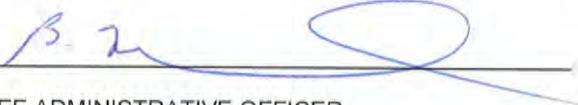
References to related organization-wide procedures, forms and resources:

- *Alberta Human Rights Act*

References to related Municipal District policies and bylaws:

- K.7 – Disciplinary Action Policy
- K.9 – Grievance Policy
- K.27 – Conduct of Municipal District Employees Policy
- K.36 – Respectful Workplace Policy
- K.34 – Workplace Violence Policy

DATE: Dec 2, 2020



CHIEF ADMINISTRATIVE OFFICER

MD of LESSER SLAVE RIVER

Directive

Title:	WORKPLACE VIOLENCE PREVENTION DIRECTIVE
Directive Number:	12-HR-D-02
Effective Date:	2024-10-01
Department Responsible:	HUMAN RESOURCES and HEALTH and SAFETY
Related Policy:	HUMAN RESOURCES POLICY (HR-12-01)

DIRECTIVE STATEMENT:

The MD of Lesser Slave River is committed to eliminating or, if that is not reasonably practicable, controlling the hazard of violence.

Workplace violence is defined as an occupational hazard and employers are required to help prevent workplace violence.

An act of workplace violence committed by or against any person(s) by a worker or any other individual affiliated with the MD of Lesser Slave River is unacceptable conduct and will not be tolerated.

SCOPE:

This directive applies to the Council, Chief Administrative Officer, Directors, Managers, Supervisors, workers and any person who is affiliated with the MD.

DEFINITIONS:

Abuser is a person who perpetrates a pattern of coercive tactics which can include physical, psychological, sexual, economic, and emotional abuse against an adult intimate partner, with the goal of establishing and maintaining power and control over the victim.

Active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearm(s) and there is no pattern or method to their selection of victims.

Bomb threat is generally defined as threat, usually verbal or written, to detonate an explosive or incendiary device to cause property damage, death or injuries, whether or not such a device actually exists.

Domestic violence is a pattern used by one person to gain power and control over another with whom a person has or has had a personal relationship. This can range from subtle, coercive forms to violent acts that result in physical harm or death. Examples of behavior may include physical violence, sexual abuse, financial controls, emotional and psychological intimidation, verbal abuse, stalking and using electronic devices to harass and control.

Evidence means a record that shows proof of an activity. Recorded information, in any form, including data in computer systems, created or received and maintained by an organization or person in the

transaction of business of the conduct of affairs and **kept as a record** of such activity. A record includes both business (substantive) and transitory records.

Hostage is a person held in exchange for certain behavior (*taken from Pocket Dictionary of Canadian Law 4th Edition*).

Hostage situation is anyone takes a person hostage who confines, imprisons, forcibly seizes or detains that person, and in any manner utters conveys or causes any person to receive a threat that the death of, or bodily harm to, the hostage will be caused or that the confinement, imprisonment or detention of the hostage will be continued with intent to induce any persons, other than the hostage, or groups of persons or any state or international or intergovernmental organization to commit or cause to be committed any act or omission as a condition whether expressed or implied, of the release of the hostage. [*taken from Pocket Dictionary of Canadian Law 4th Edition*].

Intimate partner includes persons legally married to one another, persons formerly married to one another, persons who have a child in common, regardless of whether such persons are married or have lived together at any time, couples who are in an intimate relationship, including but not limited to, couples who live together or have lived together, or persons who are dating or who have dated in the past, including same sex couples.

Robbery is stealing; and for the purpose of extorting whatever is stolen or to prevent or overcome resistance to the stealing, using violence or threats of violence to a person or property. [*taken from Pocket Dictionary of Canadian Law 4th Edition*].

Security is a thing which makes the enforcement or enjoyment of a right more certain or secure [*taken from the Pocket Dictionary of Canadian Law 4th edition*].

Terrorism is politically motivated, pre-planned violence, usually caused by an individual or group trying to influence an audience. The attacks typically are designed to disrupt security and communication systems, destroy property or kill or injure as person(s) as possible.

Victim is the person against whom an abuser directs coercive and/or violent acts.

Violence whether at a work site or work-related, means threatened, attempted or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm, and includes domestic or sexual violence. Violence may include but is not limited to the following:

- Stranger violence – when the individual is not known to the worker and/or the MD.
- Worker to worker violence - when the incident involves two MD workers.
- Client or customer to worker violence – when the individual is known to the worker and/or the MD.
- Domestic Violence - see definition for domestic violence.

Examples include but not limited to:

- Physical attack or aggression

RESPONSIBILITIES:

Chief Administrative Officer

1. When requested, assist in informing the parties of the results of the investigation and corrective actions.

Directors, Managers and Supervisors

1. Ensure workers have acknowledged receipt of this directive.



MD 107 LESSER SLAVE RIVER Directive

2. Take immediate and appropriate action to report or deal with incidents of violence of any type, whether brought to their attention or personally observed.
3. Under no circumstances should a legitimate complaint be dismissed or downplayed nor should the complainant be told to deal with it personally.
4. Investigate alleged acts of workplace violence, when applicable.
5. Notify the parties involved of the results of the investigation and corrective action(s).

Workers

1. Not participate in workplace violence
2. Familiarize themselves with the procedures that are in place to protect them.
3. Report any incidents of workplace violence.
4. Attend training, when required.

Human Resource Manager

1. Provide training on workplace violence.
2. Assist in investigating alleged acts of workplace violence, when applicable.
3. Arrange assistance for workers.
4. Monitor this directive in conjunction with the Safety Advisor.

Health and Safety Committee

1. Communicate the existence of this plan.

Safety Advisor

1. Monitor workplace violence prevention directive in conjunction with Human Resources.
2. Evaluate the prevention plan.
3. Assist in investigation workplace violence, when requested.

PRINCIPLE:

1. Workers are to be made aware of and understand that acts of workplace violence are considered a serious offence for which necessary action will be imposed.
2. Any incidents of workplace violence will be investigated, and corrective action taken to address the incident.
3. Those subjected to acts of workplace violence shall be encouraged to seek assistance that may require in order to pursue a complaint.
4. Workers are to be advised of available recourse if they are subjected to, or become aware of, situations involving workplace violence.
5. Action will be taken against a worker or an individual for making a complaint if the complaint is made maliciously or without reasonable and probable grounds.
6. The MD will treat all complaints of this nature seriously and will ensure that they are resolved quickly and fairly.



Lesser Slave River

MD LESSER SLAVE RIVER Directive

7. Confidentiality of personal information of those involved, where appropriate, will be maintained. Disclosing the circumstances related to an incident of violence or the names of the complainant, the person alleged to have committed the violence and any witnesses, except:
 - a. Where necessary to investigate the incident or to take corrective action, or to inform the parties involved in the incident of the results of the investigation and any corrective action and any corrective action to be taken to address the incident.
 - b. Where necessary to inform workers of a specific or general threat of violence or potential violence, and will disclose only the minimum amount of personal information that is necessary to inform workers of the specific or general threat, or
 - c. As required by law.
8. The violence plan, which includes this policy, and accompanying procedures will be reviewed on the earliest of the following:
 - a. When an incident of violence occurs
 - b. If the health and safety committee or representative recommends a review of the plan
 - c. Every three (3) years.

This directive is not intended to discourage a worker from exercising their rights pursuant to any other law.


 Chief Administrative Officer and/or
 Designate

08/10/24
 Date

SPECIAL NOTES/CROSS REFERENCE:
 AMENDMENT DATE:

REVISION HISTORY:

Date	Amendment	Person Making Change	Reason for Change
September 27, 2024	Amendments to be compliant with AB Code Part 27	Jewel Day-Hampton	Updated to include 2021 legislative changes



MD OF LESSER SLAVE RIVER

Directive

Title:	HARASSMENT PREVENTION DIRECTIVE
Directive Number:	12-HR-D-01
Effective Date:	2024-10-01
Department Responsible:	Human Resources and Health and Safety
Related Policy:	Human Resource Management Policy (HR-12-01)

DIRECTIVE STATEMENT:

The MD of Lesser Slave River respects the rights and interests of all workers and is committed to eliminating or, if that is reasonably practicable, controlling the hazard of harassment. It is committed to a working environment which supports mutual respect, dignity and the ability of workers, and other worksite parties, to work together collaboratively and productively.

SCOPE:

This directive applies to the Council, Chief Administrative Officer, Directors, Managers, Supervisors, workers and any person who is affiliated with MD of Lesser Slave River.

DEFINITIONS:

Bullying means a conscious, willful, deliberate, repeated and hostile activity that may be marked by an imbalance of power, intent to harm and/or threat of aggression. It can be verbal such as name calling, put-downs, threats, homophobic tendencies (prejudiced behavior against a person's actual or perceived sexual orientation), transphobic tendencies (prejudiced behavior against a person's actual or perceived gender identity or gender expression), social (exclusion, gossip, ganging up), physical (hitting, damaging property), or cyberbullying (the use of technology to support deliberate hostile and hurtful behavior towards an individual or groups of individuals). It can occur with a peer group or between groups.

Bullying may include, but is not limited to the following:

- a. Verbal Bullying – name calling, sarcasm, teasing, spreading rumors, threatening, making references to one's culture, ethnicity, race, religion, gender or sexual orientation, unwanted comments.
- b. Social Bullying – mobbing, scapegoating, excluding others from a group, humiliating others, gestures or graffiti intended to put others down.
- c. Physical Bullying – hitting, poking, pinching, chasing, shoving, coercing, or destroying.
- d. Cyber Bullying – using technology to intimidate, put down or spread rumors about someone.

Evidence means a record that shows proof of an activity. Recorded information, in any form, including data in computer systems, created or received and maintained by an organization or person in the transaction of business of the conduct of affairs and **kept as a record** of such activity. A record includes both business (substantive) and transitory records.

Harassment means any single incident or repeated incidents of objectional or unwelcome conduct, comment, bullying or action by a person that the person knows or ought reasonably to know will or would cause offence or humiliation to a worker, or adversely affects the worker's health and safety, and includes:

- a. Conduct, comment, bullying or action because of race, religious beliefs, colour physical disability, mental disability, age ancestry, place of origin, marital status, source of income, family status, gender, gender identity, gender expression and sexual orientation and,
- b. A sexual solicitation or advance,

But excludes any reasonable conduct of an employer or supervisor in respect of the management of workers or a work site.

Sexual harassment is any unwelcomed sexual behavior that adversely affects, or threatens to affect, directly or indirectly, a person's job security, working conditions or prospects for promotion or earnings; or prevents a person from getting a job, living accommodations or any kind of public service.

Sexual harassment can include such things as pinching, patting, rubbing or leering, 'dirty jokes', pictures or pornographic materials, comments, suggestions, innuendos, requests or demands of a sexual nature. The behavior need not be intentional in order to be considered sexual harassment.

Work site 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. It is including work based social gatherings and meetings such as conferences, seminars etc.

Worker includes a person to whom the MD of Lesser Slave River pays Worker's Compensation premiums on behalf of the person and volunteers

RESPONSIBILITIES:

Council

1. To support and promote the harassment prevention plan.

Chief Administrative Officer, Directors, Managers and Supervisors

1. Take immediate and appropriate action to report or deal with incidents of harassment and bullying of any type, whether brought to their attention or personally observed.
2. Assist in investigation harassment and bullying.
3. Under no circumstances should a legitimate complaint be dismissed or downplayed nor should the complainant be told to deal with it personally

Workers

1. To not participate in harassment or bullying
2. Will conduct themselves in a manner that meets acceptable social standards and contribute to a positive work environment where they treat the public, clients and co-workers with dignity and respect.
3. They will familiarize themselves with the procedures that are in place to protect them.



Lesser Slave River

MD of LESSER SLAVE RIVER Directive

4. All workers are responsible for reporting any incidents as set out in this prevention plan.
5. Attending training sessions, when required.

Human Resources

1. Ensure workers have acknowledged receipt of this prevention plan.
2. Provide training on harassment and bullying.
3. Investigate alleged acts of harassment and bullying.
4. Arrange assistance (support) for workers, if required.
5. Monitor harassment prevention directive in conjunction with Safety Advisor

Safety Advisor

1. To assist in the training of harassment and bullying.
2. Monitor harassment prevention directive in conjunction with Human Resources Manager
3. Evaluate harassment prevention plan.

Health and Safety Committee

1. Communicate the existence of this prevention plan.
2. Review the harassment prevention plan, when required.

PRINCIPLE:

1. Workers are to be made aware of and understand that acts of harassment and bullying are considered a serious offence for which necessary action will be imposed.
2. Any incidents of harassment or bullying will be investigated, and corrective action taken to address the incident.
3. Those subjected to acts of harassment and bullying shall be encouraged to seek assistance that may be required in order to pursue a complaint.
4. Workers are to be advised of available recourse if they are subjected to, or become aware of, situations involving harassment and bullying.
5. Action will be taken against a worker or an individual for making a complaint if the complaint is made maliciously or without reasonable and probable grounds.
6. The MD of Lesser Slave River will treat all complaints of this nature seriously and will ensure that they are resolved quickly and fairly.
7. Confidentiality of personal information of those involved, where appropriate, will be maintained. Disclosure of the circumstances related to an incident of harassment of the names of the complainant, the person alleged to have committed the harassment any witnesses, except:
 - a. Where necessary to investigate the incident or to take corrective action, or to inform the parties involved in the incident of the results of the investigation and any corrective action to be taken to address the incident, or
 - b. As required by law.
8. Preventing harassment will come in the form of training provided to MD workers. It may also come in the form for other work site parties as part of a condition of employment or work with the MD of Lesser Slave River.



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MD 117 LESSER SLAVE RIVER Directive



- 9. The harassment prevention plan, which includes this policy, and accompanying procedures will be reviewed on the earliest of the following:
 - a. When an incident of harassment or bullying occurs
 - b. If the health and safety committee or representative recommends a review of the plan
 - c. Every three (3) years.

The harassment prevention directive is not intended to discourage a worker from exercising rights pursuant to any other law, including the *Alberta Human Rights Act*.


 Chief Administrative Officer

_____ Date

SPECIAL NOTES/CROSS REFERENCE:
AMENDMENT DATE:

REVISION HISTORY:

Date	Amendment	Person Making Change	Reason for Change
September 27, 2024	To meet legislative compliance of AB OHS Code Part 27	Jewel Day-Hampton	Updated to include 2021 legislative changes



Lesser Slave River



Lesser Slave River

Request for Decision

Title:	Intermunicipal Development Plan (IDP) Steering Committee
Date:	October 23, 2024
Presented By:	Molly Fyten, Director (Contractor), Strategic Projects and Initiatives
Attachments:	Draft Terms of Reference for IDP Steering Committee

Proposed Motion	<p><i>That Council approve the Intermunicipal Development Plan (IDP) Steering Committee Terms of Reference as presented.</i></p> <p><i>That Council appoints Councillor _____ as member to the Intermunicipal Development Plan (IDP) Steering Committee.</i></p>
Administration's Recommendation(s)	As proposed.

BACKGROUND:

In 2000, the Town of Slave Lake (the “Town”) and the Municipal District Lesser Slave River No. 124 (the “MD”) developed an Intermunicipal Development Plan (IDP) to provide a framework for land use planning and to provide each municipality the opportunity to participate in the decision-making process concerning the planning issues that affect lands within the IDP area. After the 2011 Wildfires and the implementation of the provincial government’s wildfire recovery plan, it was identified that the existing IDP be updated to include Sawridge First Nation as one of the partners (non-binding) and expand the scope of the IDP to provide a comprehensive and integrated planning strategy for land use and economic development in the three jurisdictions. In 2014, this work was completed by a ‘Joint Committee’ involving the Town, the MD and Sawridge First Nations, and external consultants. The current IDP (2014) relates to the Tri-Council Regional Growth Plan (RGP).

Funded through the successful receipt of the Alberta Community Partnerships (ACP) Grant, the MD and Town will be updating the IDP, starting in the Fall of 2024. This work will be completed through the oversight of an “IDP Steering Committee” consisting of representation from the MD, the Town, and Sawridge First Nations. A draft Terms of Reference (TOR) has been attached which outlines the main duties and goals of this committee, and other related details. The TOR will be finalized by the Committee at its first meeting.

Administration is recommending the following detailed composition:

- 1 Councillor from the MD
- 1 Councillor from the Town
- 2 Members from the Municipal Planning Commissions, ‘MPC’ (i.e. 1 representative from the MD MPC and 1 representative from the Town MPC, as selected by the respective MPC’s)
- 1 Project facilitator – provided by the MD, as funded through the APC grant (non-voting)
- 2 Administrative Planning Experts- 1 from the Town, and 1 from the MD, as selected by the respective administrations (non-voting)
- 1 Representative from Sawridge First Nations and/or Tri-Council, with the intent of providing representation for Sawridge First Nations

- CAO involvement from each party as deemed necessary (non-voting)

It is suggested that the meeting frequency of the IDP Steering Committee will be tri-weekly for the course of the project duration (approximately 6-7 months). The Steering Committee may be required to have approximately 10 meetings during this timeframe, but this number may fluctuate. It is expected that the IDP Steering Committee will have its first meeting in November of 2024, with the project commencing thereafter. Estimated project completion date is April-May of 2025.

ALTERNATIVE OPTIONS:

None.

BENEFIT/RISKS:

None.

STRATEGIC ALIGNMENT:

The IDP is pursuant to section 631 of the Municipal Government Act, which states that two or more councils of municipalities that have common boundaries and that are not members of a growth region must adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary. The IDP is already in place, however it requires updating. This IDP update will be completed through the oversight of the IDP Steering Committee; therefore the IDP Steering Committee Bylaw is required in order to establish the Committee as a Council Committee.

FINANCIAL IMPLICATION:

N/A

OTHER CONSIDERATIONS:

N/A

COMMUNICATION STRATEGY:

The approval of the IDP Steering Committee TOR and its implementation will take place as per existing municipal policies and procedures.

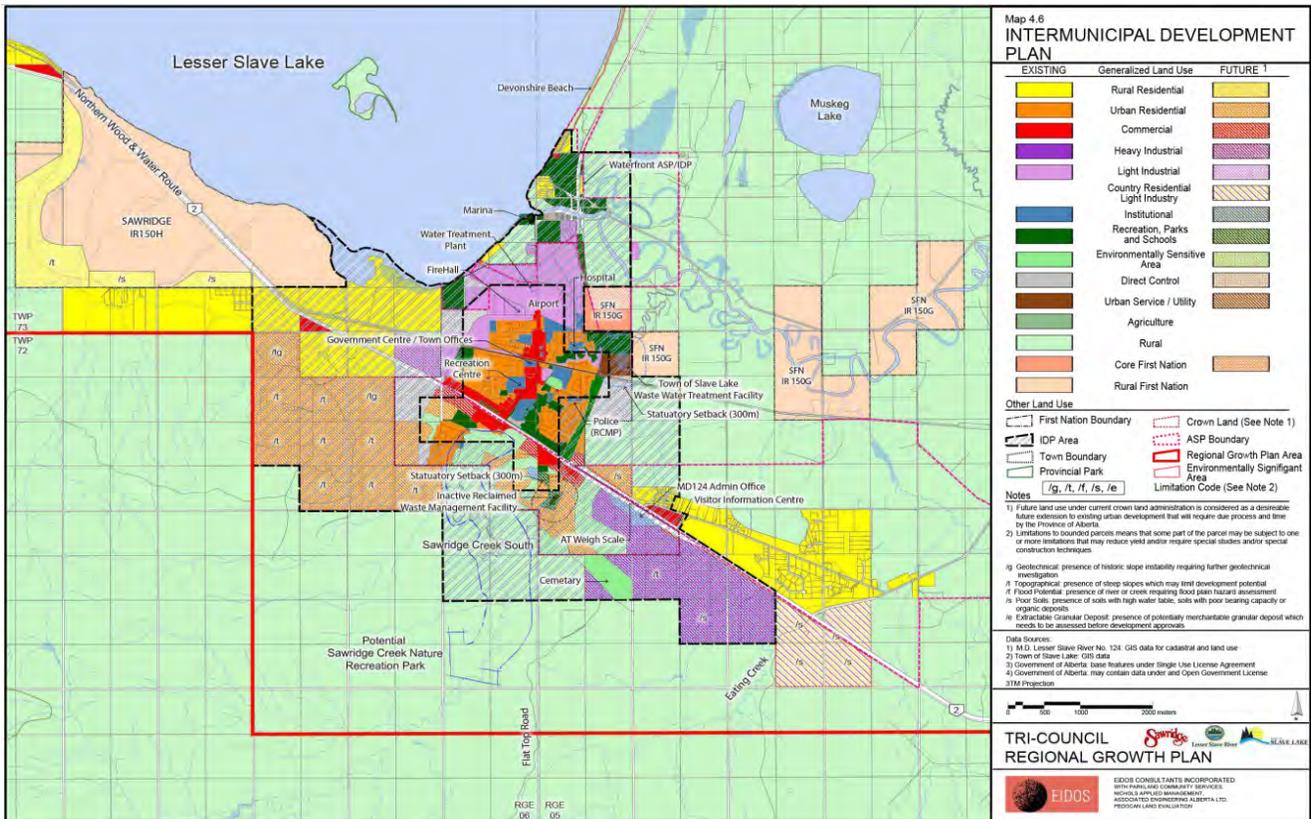
Prepared By: Molly Fyten, Director (Contractor), Strategic Projects and Initiatives
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Barry Kolenosky, Chief Administrative Officer



Draft Terms of Reference: Intermunicipal Development Plan (IDP) Steering Committee Update Project -2024

A. Introduction

In 2000, the Town of Slave Lake (the “Town”) and the Municipal District Lesser Slave River No.124 (the “MD”) developed an Intermunicipal Development Plan (IDP) to provide a framework for land use planning and to provide each municipality the opportunity to participate in the decision making process concerning the planning issues that affects lands within the IDP area (current area shown below):



After the 2011 Wildfires and the implementation of the provincial government's wildfire recovery plan, it was identified that the existing IDP be updated to include Sawridge First Nation as one of the partners (non-binding) and expand the scope of the IDP to provide a comprehensive and integrated planning strategy for land use and economic development in the three jurisdictions. In 2014, this work was completed by a 'Joint Committee' involving the Town, the MD and Sawridge First Nations, and external consultants. The current IDP (2014) relates to the Tri-Council Regional Growth Plan (RGP), the RGP Policies and Agreements, the RGP Background Reports, and the RGP Map Atlas.

A copy of the current Intermunicipal Development Plan, forming MD Bylaw 2014-08 as 'Schedule A' has been attached to this draft Terms of Reference (TOR). A number of reference documents also comprise this bylaw, as referenced in Schedule A.

As a collaborative tool, IDP expectations should be continually reviewed so all parties understand the vision and relationship and be willing to make the necessary changes over time to ensure that it continues. Ideally, they should be informally reviewed by each respective Council within the year after a municipal election so that the elected officials familiarize themselves with the joint intermunicipal planning document and are aware of the general policies. IDPs may also need to be updated due to changes in legislation or municipal or provincial projects in the plan area (ex: highway bypass plans, etc.). As the IDP has not been updated since 2014, this document is over-due for a review and update by all affected parties, with the work to be completed through the oversight of an "IDP Steering Committee".

B. Purpose

The IDP Steering Committee will be responsible for overseeing the review and update of the IDP, and will be comprised of representatives from the MD, the Town, and Sawridge First Nations (non-binding partner).

Major duties/goals of the update project will include, but are not limited to :

- SWOT (strengths, weaknesses, opportunities, and threats) analysis for all parties, specifically in terms of how intermunicipal issues are dealt with
- Identification of the most critical issues and concerns that the municipalities/jurisdictions and the local region must address in the short and long term future. The issues will be categorized as (1) those that impact the jurisdictions individually; (2) those that impact the jurisdictions jointly; and (3) those that impact the region as a whole
- Review/update of the current IDP area
- Review/update existing Intermunicipal Area Structure Plans (ASP's), or examine the need for any new ones
- Identification of new economic and land development potential
- Identification of any new growth nodes for residential, industrial, commercial and recreational uses that will be used for current growth and protected for the future growth of the three jurisdictions
- Identify lands as logical areas for future annexation

- Review/identification of current and new referral areas and the areas to be protected for the long term growth while ensuring permitted uses are developed
- Identification of any new areas for the development of Industrial Parks, including the development standards and any predevelopment treatments required
- Review/identification of current and new protection of physical features and environmentally sensitive areas
- Review/update any mitigation strategies specific to fire, flood, and drought concerns
- Review/update of the regional industrial and residential growth strategy
- Review/update of the economic development strategy in the IDP for future investments on the regional infrastructural projects (e.g. water, sewage, transportation etc.)
- Mapping updates as needed
- Develop a review schedule for the IDP going forward
- Other updates/additions to the IDP as per the consensus of the Steering Committee, including any new joint municipal goals
 - Final project stages (primarily administrative functions, with Committee support/endorsement):
 - Preliminary presentation of the updated plan to all respective Councils
 - Completion of the public consultation process (may include advertising, public surveys, open houses, etc.)
 - Incorporation of public input and presentation to all respective Councils
 - Presentation of final draft document to all respective Councils, followed by Public hearing, as per the MGA
 - Approval of final draft by all respective Councils
 - Overall education and awareness to the public as the process unfolds, and after the plan has been updated and approved by the respective Councils

While completing the above, various factors related to the overall intent of the IDP will continue to be considered:

- Development in the three jurisdictions to be carried out in a manner that is compatible, equitable and fair to the residents of all communities in the IDP area.
- Orderly and sustainable development, while enabling the potential growth areas in all three jurisdictions for future expansion. This includes ensuring fringe development in any of the jurisdictions have respect for the development and plans of neighbouring municipalities / jurisdictions i.e. allowing only compatible development
- Attraction of economic opportunities through the regional land use planning and infrastructure investment plan
- Municipalities/jurisdictions to be development-ready and future oriented in their efforts to attract economic activity
- Continued assessment of growth needs and financial impact of future growth on the municipalities in terms of real cost of development.

- Effective coordination between jurisdictions for transportation systems and protection of required land for future road and trail network developments
- Effective referral mechanisms and dispute resolution mechanisms
- Possible financing opportunities with other tiers of government to support studies related to land use and other growth planning

C. Committee Composition/Term of Appointment

The IDP Steering Committee will consist of representatives from the MD, the Town, and Sawridge First Nations, utilizing the following recommended composition:

- 1 Councillor from the MD
- 1 Councillor from the Town
- 2 Members from the Municipal Planning Commissions ('MPC', i.e. 1 representative from the MD MPC and 1 representative from the Town MPC, as selected by the respective MPC's)
- 1 Project facilitator – provided by the MD, as funded through the APC grant (non-voting)
- 2 Administrative Planning Experts- 1 from the Town, and 1 from the MD, as selected by the respective administrations (non-voting)
- 1 Representative from Sawridge First Nations and/or Tri-Council, with the intent of providing representation for Sawridge First Nations
- CAO involvement from each party as deemed necessary(non-voting)

The members of the Committee shall be appointed by their respective councils for the duration of one year.

D. Chair

The Chair shall rotate between a member of the MD, a member of the Town, and a member of Sawridge First Nations

E. Anticipated Meeting Frequency

Exact meeting frequency (including days/times) and format will be determined by the Steering Committee at the first organizational meeting, with guidance provided by the Project Facilitator. However, it is anticipated that the following meetings and/or workshops will be required for the Committee*:

- Start-up Meeting: update/organizational meeting (introductions, review/finalization of Terms of Reference, meeting schedule, educational presentation, project review, etc.)
- SWOT Analysis Workshop and review of existing documents & related materials
- Municipal 'Goals and Land Use Perspectives' exercise

- Follow-up meetings for Committee, as required

(*There may be additional requirements for the Steering Committee during the final project components as listed under the main project duties/goals).

Therefore, it is suggested that the meeting frequency of the IDP Steering Committee will be tri-weekly for the course of the project duration (approximately 6-7 months). The Steering Committee may be required to have approximately 10 meetings during this timeframe, but this number may fluctuate.

F. Overall Project Timeframe

It is anticipated that the overall project will take approximately 6-7 months (final timeframe will depend on numerous factors, including meeting schedules as determined by the Committee, and administrative resources available from both the MD and the Town).

It is expected that the IDP steering Committee will have its first meeting in November of 2024, with the project commencing thereafter. Estimated project completion date is April-May of 2025.

SCHEDULE A

INTERMUNICIPAL DEVELOPMENT PLAN

1.1 Purpose of the Intermunicipal Development Plan

The intent of this Intermunicipal Development Plan (IDP) is to outline a cooperative framework for the coordination of planning and development that is of joint interest between the Town of Slave Lake (the Town) and the Municipal District of Lesser Slave River No. 124 (the M.D.).

This IDP is a statutory document prepared in accordance with the Municipal Government Act (MGA). Generally speaking the IDP addresses land uses that occur in proximity to two different municipalities and sets forth criteria for how future growth and disputes should be managed.

1.2 Reference Documents

Documents that comprise the Regional Growth Plan include:

Part A of Growth Plan Policies and Agreements: Tri-Council Regional Growth Plan Policies

Appendix A: *Tri-Council Regional Growth Plan – Background Report*, which provides research benchmarking and recommendations on specific Regional Growth topics.

Appendix B: *Tri-Council Regional Growth Plan – Map Atlas*, which provides large format maps to support the Regional Growth Plan

1.3 Document Precedence

The Tri-Council and CAO Secretariat Governance Protocol (found in Appendix C) is the authority for regional governance and shall take precedence over the Regional Growth Plan and will inform the Intermunicipal Development Plan.

The Intermunicipal Development Plan shall take precedence over the Regional Growth Plan Agreement within the IDP Area.

1.4 IDP Area

In recognizing the mutual benefits of enabling growth for both municipalities, the IDP Area identifies areas that provide opportunities for the Town's long-term growth without compromising future M.D. growth objectives.

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 Intermunicipal cooperation.

The Town and the M.D. agree that developing a Plan Area is critical to the preservation of their long-term interests. The boundaries identify the area in which the Plan policies will apply and work towards the coordination of land uses between the Town and the M.D.

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.

The IDP Area is illustrated in Figure 4 of Part A- Tri-Council Regional Growth Plan Policies.

1.5 Definitions

"Local Government". The term *"Local Government"* means a municipality or a First Nation.

"Tri-Council". The term *"Tri-Council"* refers to the combined Councils of the Town of Slave Lake, the Municipal District of Lesser Slave River No. 124 and the Sawridge First Nation.

“CAO Secretariat”. The term “CAO Secretariat” refers to the Chief Administrative Officers (CAOs), or their designates, of the Town and M.D. and the Executive Director of the Sawridge First Nation acting collectively.

“Regional Growth Plan”. The term “Regional Growth Plan” (“RGP”) refers to the set of documents comprising the regional growth Plan, including Tri-Council Regional Growth Policies, Background Document, and Map Atlas, which together provide planning and policy direction for Tri-Council.

“Regional Growth Plan Agreement”. The term “Regional Growth Plan Agreement” (“RGPA”) refers to the Tri-Council Agreement establishing Regional Growth Plan, as the planning and policy direction for Tri-Council.

“Intermunicipal Development Plan”. The term “Intermunicipal Development Plan” refers to a statutory plan conforming to the Municipal Government Act (RSA 2000, c. M-26) containing policies that are prepared by two or more neighbouring municipalities. The main purpose of an IDP is to ensure that future growth reflects the mutual and individual interests of the municipalities involved.

1.6 Regional Growth Plan Policies

Policies of the Regional Growth Plan Agreement are applicable to the lands included in the Intermunicipal Development Plan Area. RGP policies are outlined in Part A of this document: *Tri-Council Regional Growth Plan Policies*:

- Section 1 - Introduction
- Section 2 - Inter-Jurisdictional Collaboration
- Section 3 - Environmental Stewardship
- Section 4 - Social Responsibility
- Section 5 - Economic Prosperity
- Section 6 - Managing Growth

1.7 Intermunicipal Development Plan Policies

Policies of the Intermunicipal Development Plan are described in Part A of this document: *Tri-Council Regional Growth Plan Policies*: Section 7: Intermunicipal Planning.

1.8 Plan Administration

Land use matters, referral procedures, plan amendment, dispute resolution, and annexation related to the Intermunicipal Development Plan are described in Part A of this document: *Tri-Council Regional Growth Plan Policies*: Section 7: Intermunicipal Planning.



Lesser Slave River

Request for Decision

Title:	Letter of Support – Slave Lake Region Tourism Society
Date:	October 23, 2024
Presented By:	Sandra Rendle
Attachments:	Letter from Slave Lake Region Tourism Society

Proposed Motion	<p><i>Moved that Council provide Slave Lake Region Tourism Society with a Letter of Support, supporting a regional expansion.</i></p> <p><i>Moved that Administration add the per capita request by the Slave Lake Region Tourism Society to the operational budget discussions for further discussion.</i></p>
Administration’s Recommendation(s)	As Proposed.

BACKGROUND:
 Administration received a letter from the Slave Lake Region Tourism Society requesting a formal letter to accompany their application for the Northern Regional Economic Development Grant (Provincial) and the Tourism Growth Program (Federal). They are also requesting the \$2 per capita be include in the letter.

ALTERNATIVE OPTIONS:
 Provide the Letter of Support as presented.
 Amend the Letter of Support.

BENEFIT/RISKS:
 Benefit: Promotes Regional Tourism

Risk: None

STRATEGIC ALIGNMENT:
 Promotes Tourism and Regional Growth.

FINANCIAL IMPLICATION:
 Approx. \$2 per Capita

OTHER CONSIDERATIONS:
 None.

COMMUNICATION STRATEGY:
 Will provide the Slave Lake Region Tourism Society with the Letter of Support upon approval.

AGENDA ITEM #9.5

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



Lesser Slave River

October 23, 2024

Shauna Fiddler
Tourism Coordinator
Slave Lake Region Tourism Society
Box 1030
Slave Lake, AB
T0G 2A0

Dear Ms. Fiddler,

Re: Support for the Slave Lake Regional Tourism Society's Regional Expansion and Grant Applications

On behalf of the Council of the Municipal District of Lesser Slave River No. 124, we are pleased to provide a letter of support for the Slave Lake Regional Tourism Society for its regional expansion efforts. We recognize the value of tourism as a key driver for economic growth and community engagement, and we believe that the creation of a regional tourism framework will be an important step in enhancing the visitor experience across our region.

We look forward to collaborating on this exciting initiative and supporting regional tourism.

Sincerely,

Murray Kerik,
Reeve

cc: MD Council



Slave Region Tourism Society
Box 1030
Slave Lake, AB
T0G 2A0

Oct. 15, 2024

To Reeve & Council of MD of Lesser Slave River,

As you are aware, the Slave Lake Regional Tourism Society is currently working on a regional expansion of our Society, modeled after the Peace River Tourism Society. We, in conjunction with the Alberta North Central Alliance have either attended a delegation or sent a proposal to your executive staff via email. We have had some great discussions about tourism on a regional basis. At this time, we are looking for confirmation from your nation or municipality if you will be entering the Regional Tourism Society. One of the main goals with the “buy in” or contribution from each municipality or Nations is that our society can use these funds to obtain grants and increase our ability to provide regional support. At this time, our Society is intending to apply for a Northern Regional Economic Development Grant, which is provincial, and the Tourism Growth Program, which is federal. The project that will be submitted will have the focus on promoting the region's tourism, and with the branding of the regional society, including the staff and materials to begin the execution of the 5-year regional growth plan. The close date for this grant is December 6th, 2025.

As a reminder, the structure that was proposed for the first year was based on two dollars per capita, with all of your tourism operators within your community being included for the first year with your “buy in.” If you wish to see who your tourism operators are on file, please do not hesitate to contact me. If you are a Nation, the two dollars per capita fee is based on the number of individuals living on reserve.

Although, we understand that this is an issue that will be approached as budgets are created. In order to apply for the NRED Grant, they will accept a letter from your municipality or nation as evidence for the grant. We will require a formal letter from your municipality or nation no later than Friday, November 15th, 2025. In the letter, please include your per capita amount as discussed at your meeting and when the amount will be received.

If you have any further questions, please let me know.

Sincerely,
Shauna Fiddler
Tourism Coordinator
Slave Lake Region Tourism Society
780 849-1204
slavelakeregiontourism@gmail.com



Lesser Slave River

Report to Council

Title	Capital Projects Quarterly Report
Date	October 23, 2024
Presented By:	Shari Spencer
Attachments	

Proposed Motion	<i>Move that Council accept the Capital Projects Q3 Quarterly Report as Information</i>
Administration's Recommendation(s)	As proposed

3rd Quarter Report – July - September

Capital

Smith Subdivision

Preliminary discussions with council have been conducted. Administration is working with council to develop a Land Disposal policy and procedure. In the meantime, Administration is investigating to determine what work needs to be completed to subdivide the land.

AFRRCS Radio System (Fire Department)

This project is complete.

Radios for Fleet

The radios we received had a default and needed to be returned to the Government of Alberta in St. Albert to be reprogrammed. Delivery is estimated by the end of 2024.

2023 Vehicle Replacement

All vehicles have been purchased, outfitted and are currently in operation in the field, project is complete.

Southshore Estates Drainage

This project was completed in early August, and came in significantly under budget. This was achieved by using it as a staff training opportunity and completing most of the work with MD staff and equipment. This does mean that the project took several weeks longer to complete than originally anticipated though. Overall the project used less than \$60,000 of the original \$365,000 budgeted.

Smith Pavement Rehabilitation

Extensive patching was completed in the summer months. A decision will need to be made on a longer term solution in the near future.

Old Smith Highway Reroute

The east crossing has been completed and the old crossing removed.

The west crossing work was interrupted due to the road sliding and blocking the creek. Fortunately Council had approved geotechnical instrumentation and analysis last winter so we were able to determine the exact depth of the slide plain, and which materials were involved. A gravel key to lock the slide was designed and installed. The creek restoration has been completed. Permits were obtained from all the government agencies on an emergency basis. This interrupted the construction of the west crossing, pushing it back about a month. The south half of the crossing is now complete and the north half is being installed starting the week of October 14.

Road work over the crossing was also delayed. The center section is complete and the profile for the remainder is nearly complete. The contractor has had to excavate deeper than expected in order to find solid material for the road. Unfortunately due to the lateness in the season, drying is slow, and the contractor may not be able to obtain design compaction this fall. It is expected that the road will be ready and usable this fall, but the Contractor will have to return for a few weeks in the spring to obtain good compaction. This does have a slight benefit for the MD in that it allows a few months for settling, and the warranty on the road won't start until next year, giving us an extra season of warranty.

Smith Bridge Preliminary Design

Preliminary design is almost complete with the Structural Alternatives report expected sometime in October. The final geotechnical work that need to happen in the riverbed is scheduled for this Winter, as soon as weather permits, however this will not hold up detailed design.

BF79260 Flatbush Creek Bridge Culvert Replacement

MPA Engineering submitted their designs to the department of Oceans and Fisheries for approval September 13th, 2024. It is unknown how long it will take to obtain the necessary approval so that the project can be tendered. Approvals can take anywhere up to six months to obtain. At this point, Administration will tender as early as possible for construction in 2025.

Smith Bridge Repairs

Construction was planned for late August, but was delayed until October. A contract is in place that stipulates a completion date of December 31, 2024. The work is expected to take three weeks to complete, and the contractor is confident that it will be completed in 2024.

Smith Raw Water Pump Chamber and Pipe Replacement

640 Earthworks mobilized to site to begin construction on Sept 11, 2024. Estimated completion is January 2025. Construction execution has been carefully planned so the water supply to the Smith WTP will not be interrupted.

PLC Upgrades

This work has been put on hold pending the future upgrade work at this facility. The existing PLC system now has a significant amount of spare backup components left over from the Smith WTP, Flatbush WTP and Mitsue WTP PLC upgrade projects which we all recently completed.

Flatbush Raw Water

Re-purposing the old Marten Beach truckfill system and combining it with some no longer used equipment in the existing Flatbush WTP to provide a raw water truckfill to the community. Installation is complete and the truckfill is accepting new customers.

Note there are two operational projects related to this project that are also ongoing.

Ranch Road Culvert Replacement

Administration has engaged MPA Engineering to complete the design and tender services with this project. This is expected to be completed for late Fall so the project can be tendered and awarded for early 2025.

Culvert Engineering & Permitting

Five culverts were identified for remediation work, applications have been submitted for environmental permitting. The hydrology for the Otter Creek pipe has been completed, and this will come forward in the 2025 capital budget as a stand alone project.

SL River Boat Launch Upgrades Phase 2

The MD staff looked after cutting the grass and picking up garbage on the site over the summer. A portable outhouse was located on the site.

Alberta Forestry and Parks have supplied picnic tables, garbage and recycle containers, and materials to rebuild the outhouse. The MD is looking after installation which is expected to be complete this fall. It was discovered that culverts were used as holding tanks, so Alberta Forestry and Parks is purchasing a holding tank. It will be installed if it arrives before the weather turns too cold.

SL Office Renovations & Expansion

A project manager is looking at local contractors and developing a time frame. Administration is working on a plan to relocate records storage and digitize land files. This includes upgrading heating in the file storage shed. The sewer smell has been resolved by developing an internal maintenance procedure.

Smith Firehall/Maintenance Shop Siteworks

Milestone Engineering is developing a basic site plan, which will be completed late Fall, weather permitting.

Fire Engine

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

Rescue Stabilization Tools

The rescue stabilization tools have been delivered and crews are being trained on how to use them. One more invoice is expected and this project will be completed under budget.

2024 Vehicle Replacement

All vehicles have been received, outfitted and are being used in the field. Project is complete.

Mower Replacement

Project is complete, mowers were used this Summer.

772 (or equivalent) Grader

This was tendered and awarded to Finning Canada for \$655,000. Delivery is expected in late summer of 2024. This was delivered in September and the final invoice will be paid soon.

872 (or equivalent) Grader

This was tendered and awarded to Finning Canada for \$715,000. Delivery is expected in December 2024.

Used Water Truck

The new unit required some minor repairs once in operation, however is now considered fully deployed. The old water truck will be sold at auction in October.

Security Upgrades to Facilities

Connexion Estimates has been submitted to Administration a few weeks ago in mid September but are also currently working on adding the cost of changing over the nine (9) Telus alarm sites and rolling those into Connexion as requested. Connexion is meeting on site with Facilities (weeks Oct 9 through 23) to view the Telus sites and provide upgrade estimates to roll these into the Connexion platform. Ultimately the MD should have one platform to service all infrastructure.

East Mitsue Pavement Repairs

Two bids were received for this project, both significantly over budget. Council direction was to defer this project to 2025, when it could hopefully be included with other paving work to secure a better price.

West Mitsue Re-Paving Prep Work

Administration is working with industry to apply for a Local Municipal Initiatives grant to cover part of the costs. Stakeholder Engagement will happen in October, and the grant application will be submitted in November.

Smith Membrane Tank Relining

In May the MD received notification that a STIP grant has been awarded for upgrades to the pre-treatment of the Smith Water Treatment Plant. This work will no longer be required, as the planned changes mean that the plant will use UV rays to treat water instead of the membranes.

Canyon Creek/Wagner Truckfill Integration

The new FlowPoint truckfill system at the Widewater Booster location was commissioned September 18th and is now ready to be officially opened to the public for use. Once it is ensured that there are no issues with the new system (early October) the old truck fills will be decommissioned.

Waste Bin Revitalization & Rental

Two 40 Yard Bins have been ordered for the Smith Transfer Station.

Operational

Municipal Development Plan & Land Use Bylaw Plan Alignment

The MDP/LUB review Open Houses has now been completed in September and a wide array of comments and feedback has been generated from the public participation process. The MD has also prepared a media release (possibly week commencing Oct 21) clarifying the purpose of the statutory plan review process (it aligns with statutory requirements as per the MGA) and part of the release also sets out the anticipated next steps specifically for the month of November where i) public feedback will be shared with Council November 12 & 15, 2024 during a Strategic Session(s) held with Council and to include a Presentation of a "What We Heard" Report (summary of all public feedback received to date) and also a Presentation of potential options in response to the feedback, for Council review and direction, whilst during Early December 2024 at a Council Meeting. Council's first reading of the draft MDP and LUB documents will be presented for possible Council approval of the summary document.

Municipal Servicing Standards

Initial planning meetings held with key stakeholders from the Town of Slave Lake throughout the month of August, 2024. Project is currently in the research/planning phase. The MD is still doing departmental reviews of the current municipal servicing standards and the project is running concurrently with the LUB and MDP review. Right now and for last few weeks the 288 page document is being scrutinized for possible revisions but this process is time consuming and requires a diligent review that also needs to be coordinated between departments and department heads strategic leadership. A more tangible inter departmental collaboration will likely kick off mid December. Completion date is anticipated for the spring/early summer of 2025.

Valve Maintenance Program

Tender is closing on October 30, 2024 and will be awarded this year.

Preventative Maintenance Program

This is being incorporated into the tender for the valve maintenance program, see above comments.

Flatbush Truckfill POS Upgrade

The potable water truck fill FlowPoint system is being upgraded to be consistent with the other MD truck fill stations and is planned to be operational October 18, 2024. Administration is working with residents to get everyone signed up with a new truck fill account.

Nuisance Files/Clean Up Orders

Protective Services were on site (Southshore/Old Smith Highway/Flatbush/Chisholm) October 16/11 and there are 6 sites identified for Court Action. A number of sites have cleaned up very well over the Summer and Fall and the SPO will provide updates Oct 23. A few sites who has progressed really well but stagnated a little bit will have visits from SPO and follow up letters. The files that have done and completed work will require no further action. Protective Services will also start the new A list for 2025 right around end of October 2024.

Personal Protective Equipment (Fire Dept.)

The equipment has been received, the project is complete.

Back Sloping Program

Three applications were received, however one did not meet the program requirements. The other two were approved and we are waiting for invoices to be submitted for payment.

Directional Road Signage

Installation is ninety percent complete.

Succession Planning

This program was leveraged to fill the Facilities Maintenance Foreman, as well as several Equipment Operator vacancies internally. This is a great retention tool for current staff to grow their careers with the MD.

Energy Audit

Energy Audit at MD office is nearing completion and final report to be issued in early October. The next building for audit will be the Smith Complex and we will be moving the electronic monitoring equipment from the MD office to Smith complex and will take about 2 to 3 weeks to gather data. The Southshore Waste Water Treatment Plant audit will be the next one after Smith. The list of other MD buildings requiring energy audits and the order in which they will be done is currently being developed.

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

Capital Projects 2023					
Project	Project Code/GL	Manager	Budget	YTD	Over/Under
AFRRCS Radio System	232310		\$ 250,000.00	\$ 250,101.18	\$ (101.18)
Combined Smith Firehall, Library and Office Study	232318		\$ 30,000.00	\$ 15,184.10	\$ 14,815.90
Smith Pavement Rehabilitation	322275		\$ 36,000.00	\$ 7,525.00	\$ 28,475.00
Smith Bridge repairs	322301		\$ 1,394,168.00	\$ 1,154,678.47	\$ 239,489.53
Smith Bridge Prelim Design	322302		\$ 2,203,800.00	\$ 1,156,781.41	\$ 1,047,018.59
Radios for Fleet	322312		\$ 50,000.00	\$ 58,005.80	\$ (8,005.80)
Old Smith HWY Reroute	325404		\$ 5,109,461.68	\$ 3,386,935.46	\$ 1,722,526.23
2023 Vehicle Replacement	362314		\$ 585,000.00	\$ 568,659.68	\$ 16,340.32
Southshore Estates Drainage	372305		\$ 365,000.00	\$ 56,821.93	\$ 308,178.07
PLC Upgrade	412101		\$ 1,270,600.00	\$ 966,912.71	\$ 303,687.29
Smith Raw Water Pump Chamber	412278		\$ 1,345,000.00	\$ 188,020.13	\$ 1,156,979.87
Canyon Creek Raw Water Pump Chamber	412279		\$ 800,000.00	\$ 829,047.51	\$ (29,047.51)
Marten Beach Truckfill Station	412306		\$ 452,600.00	\$ 554,570.12	\$ (101,970.12)
Flatbush Raw Water	412307		\$ 53,000.00	\$ 60,277.68	\$ (7,277.68)
Smith Subdivision	615348		\$ 91,000.00	\$ 72,950.34	\$ 18,049.66
Hoist for Slave Lake Shop	2423601		\$ 37,000.00	\$ 36,043.00	\$ 957.00
Slave Lake Office Renovations	2421201		\$ 410,000.00	\$ 7,763.48	\$ 402,236.52
SL River Boat Launch Upgrades Phase 2	2421202		\$ 10,000.00	\$ 1,018.00	\$ 8,982.00
Fire Engine	2422301		\$ 900,000.00	\$ 339,529.00	\$ 560,471.00
Rescue Stabilization Tools	2422302		\$ 50,000.00	\$ 31,695.57	\$ 18,304.43
Security Upgrades	2422601		\$ 160,000.00	\$ 21,032.49	\$ 138,967.51
Flatbush Office Building/Apartment Rennovations Plan	2423101		\$ 10,000.00	\$ -	\$ 10,000.00
772 Grader	2423201		\$ 655,000.00	\$ 655,000.00	\$ -
872 Grader	2423202		\$ 715,000.00	\$ 715,000.00	\$ -
BF 79260 Flatbush Creek Bridge Culvert Replacement	2423203		\$ 350,000.00	\$ 81,747.12	\$ 268,252.88
East Mitsue Pavement repairs	2423204		\$ 410,000.00	\$ 58,306.00	\$ 351,694.00
Used Water Truck	2423205		\$ 150,000.00	\$ 27,376.00	\$ 122,624.00
Attachments Implement	2423206		\$ 30,000.00	\$ -	\$ 30,000.00
Loader Attachments	2423207		\$ 25,500.00	\$ 25,200.00	\$ 300.00
2024 Truck Replacement	2423602		\$ 250,000.00	\$ 236,363.44	\$ 13,636.56
Canyon Creek/Wagner Truck Fill Integration	2424101		\$ 160,000.00	\$ 162,610.69	\$ (2,610.69)
Mower replacement	2426301		\$ 43,670.00	\$ 39,013.70	\$ 4,656.30

Waste Bin Revitalization & Rental			\$ 30,000.00	\$ 27,800.00	\$ 2,200.00
Smith Fire Hall/Maintenance Shop			\$ 100,000.00	\$ -	\$ 100,000.00
Ranch Road Culvert Replacement			\$ 300,000.00	\$ 80,477.00	\$ 219,523.00
Culvert Engineering & Permitting			\$ 100,000.00	\$ 9,942.00	\$ 90,058.00

In Progress
Ordered, but not delivered
Complete
Deffered to 2024



Lesser Slave River

Report to Council

Title	Agriculture & Environmental Services 3 rd Quarter Report
Date	10/23/2024
Presented By:	Kendra Kozdroski, Agricultural Fieldman
Attachments	None

Proposed Motion	<i>Move to accept the Agriculture & Environmental Services 3rd Quarter Report as information.</i>
Administration's Recommendation(s)	As proposed.

3rd Quarter Report – June-October

Capital

- N/A

Operational

- *Landscape Mowing Program*
 - *Two seasonals remaining on the landscape crew- end of season site clean up being completed.*
 - *Mini-hoe rented to complete ditch clean up and lagoon clean up.*
- *Rural Roadside Program*
 - *Completed second passes where accessible. Both seasonals have completed their terms.*
- *Weed Inspections & Pest Inspections*
 - *Both programs are completed.*
 - *One weed notice (approximately 260 inspections completed)*
 - *Four pest notices (62 fields surveyed)*
 - *University of Alberta collected clubroot samples for pathotyping*
- *FRIAA Grant*
 - *Phase 1 report completed*
 - *Second open house for Broken Paddle to allow residents to voice their opinions on the proposed fire break.*
- *Participated in Smith Fall Fair and assisted in clean up for Beach Fest*

Prepared by: Kendra Kozdroski, Agricultural Fieldman
 Reviewed by: Marilyn Gladue, Executive Assistant
 Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Facilities Third Quarter Report
Date	October 15, 2024
Presented By:	Cody Borris
Attachments	

Proposed Motion	<i>Move that Council accept the Facilities Third Quarter report as information.</i>
Administration's Recommendation(s)	As proposed

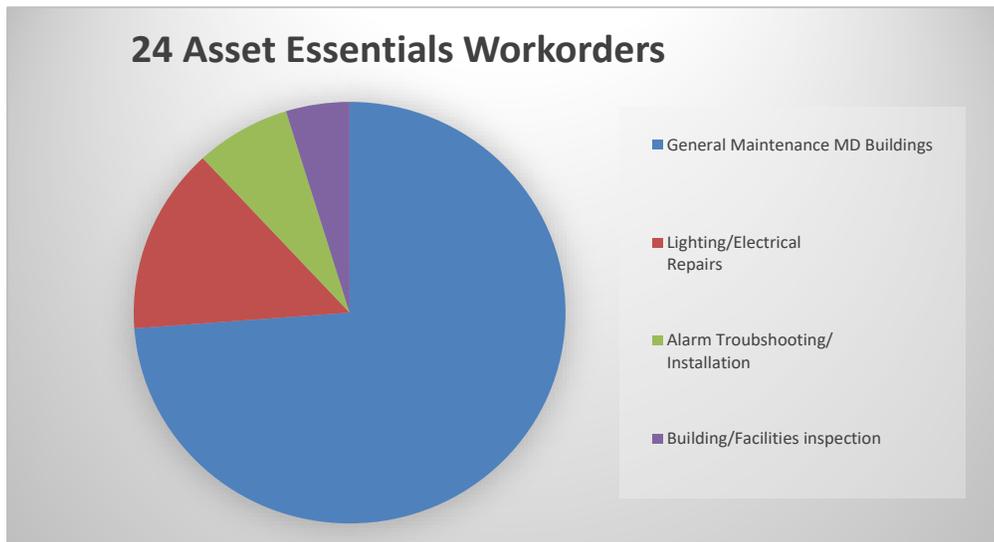
3rd Quarter Report – July - October

Capital

- Assisted with security upgrades at Widewater Complex.

Operational

- From June 24th-October 15, the Facilities department responded to 42 asset essentials work orders with 31 being general maintenance to MD buildings, 6 lighting/electrical repairs, 3 alarm troubleshooting/installation and 2 building facilities inspections.



AGENDA ITEM #10.1

- *All generators were serviced.*
 - *HVAC's and air makeups serviced.*
 - *Winterized Canton Creek campground and Harbor store.*
 - *Installed partitions in the C-cans.*
 - *Cleaned vents at Flatbush office and apartment.*
 - *Installed latches and removed locks on all MD kiosks.*
 - *Emergency lights have been repaired or replaced at various buildings.*
 - *Updated Flatbush and Slave Lake office key boxes.*
 - *Yard clean up at Slave Lake yard and Smith Forestry building.*
 - *Assisted with lock change over at Smith Arena.*
 - *Installed eavestroughs and snow stops on Flatbush cold storage shed.*
 - *Updated lighting at Slave Shop and office.*
 - *Installed yard light at Smith water plant.*
-

Prepared by: Cody Borris Transportation & Facilities Maintenance Manager
Reviewed by: Janie Freckelton Transportation Administrative Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Human Resources Quarterly Report
Date	October 16, 2024
Presented By:	Nicky van Deventer
Attachments	None

Proposed Motion	<i>Move that Council accept the Human Resources 3rd Quarter Report for information.</i>
Administration's Recommendation(s)	As proposed.

Active Job Postings:

- 1 Municipal Service Technician
- 1 Wastewater Operator Level III
- 1 Transportation Labourer
- 1 Truck Driver
- 1 IT Support Technician
- 1 Custodian

New Hires August 27 – Sept 30, 2024

- Human Resources Manager
- Building Maintenance Foreman
- 2 Truck Drivers

Departures August 27 – Sept 30, 2024

- Wastewater Operator Level III
- Truck Driver
- Transportation Labourer
- Seasonal Administrative Assistants
- Seasonal Landscapers
- Seasonal Weed Inspector
- Seasonal Rural Mowers

Recruitment

- Interviews are set up for the next two weeks for the Transportation Labourer and IT Technician.
- Job offer on the table for the Wastewater Operator
- Working on some ORG restructuring, before posting some of the other positions.

Other Items

We hosted our first-ever day in honoring the day for Truth and Reconciliation on September 27th.

Created the HR Policy Review Committee and currently planning our first meeting.

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



Lesser Slave River

Report to Council

Title	Legislative Services – 3 rd Quarter Report
Date	October 23, 2024
Presented By:	Sandra Rendle
Attachments	None.

Proposed Motion	<i>Move to accept the Legislative Services 3rd Quarter Report for information.</i>
Administration's Recommendation(s)	As Proposed.

3rd Quarter Report – July – September

Operational

Legislative Services

- Continuing to review Bylaws and Policies.
- All policies have been updated to reflect the new number system approved by Council.

Communications

- Continuing to work closing with Tangent.
- Voyent Alert subscriptions are up again from 520 to 578.

Community Services

- The next deadline for CAB and FCSS funding applications is October 31, 2024
- The Smith Fall Fair Breakfast was a hit. The MD Float won 1st place.
- Community Complex rentals are starting to slow down.
- The Rugged and Real Dinner are scheduled for:
 - Widewater – Nov. 9/24
 - Smith – Nov. 16/24
 - Flatbush – Nov. 23/24

We are also hosting Bingo at each of the dinners.

Safety

- CoR Audit has been postponed to February to allow staff additional time to complete required training.
-

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



Lesser Slave River

Report to Council

Title	Planning & Development Department - July 1st to September 30th, 2024, 3rd Quarterly Report
Date	10/23/2024
Presented By:	Rudolf Liebenberg, Director Planning & Development
Attachments	None

Proposed Motion	Move that Council accept Planning & Development Department 3 rd Quarter report as information
Administrations Recommendation(s)	As proposed.

Background:

- Planning and Development is responsible for all aspects of land-use planning, including long range planning such as subdivisions to ensure that growth and development occur in an organized and rational manner, while maintaining or enhancing the quality of life in the MD of Lesser Slave River no. 124.

Statistics July through Sept 2024 and other annual comparison review.

Planning & Development Statistics

Development Permit Applications received	22
Development Permits issued to date	14
Subdivision applications	3
Subdivisions Completed / (Refused)	3 23-S-04, 23-S-09 & 24-S-09 / (23-S-08)
Road lease applications	0
Application for land use bylaw amendments	4
Municipal Planning Commission meetings	2 (July & August)
Compliance Certificates Issued	0
Safety Codes Permit Notifications (July - Sept)	Building Permits = 5, Electrical Permits = 24, Gas Permits = 15, Plumbing Permits = 3, Private Sewage Permit = 1
Rural Addressing Applications:	2 (HWY 2 and Marten Beach)
Referrals related to crown land dispositions	Numerous

Total number of development permits 3rd Quarter

- 2024 - 22 permits (July-Sept)

3rd Quarter Statistics

Development Applications.

- 21 applications - 1 is awaiting decision (mid Oct).

Subdivision applications.

- 4 applications in 2024 (July - Sept)

Land Use Bylaw Amendments (Zoning) Applications.

- 3 applications in 2024 (July - Sept)

All Safety Codes July-Sept 2024

- Building = 5
- Electrical = 24
- Plumbing = 3
- Gas = 15
- Private Sewage = 1

Other Operational Duties and Departmental Strategic Updates:

New Planner Platform for permit submissions and Planning Data migration

- During this period as the transfer process took place there was a few technical issues.
- Land Use Amendment applications and the formatting of these applications: the submissions are now automatically numerated.
- The old platform data import has been successfully completed (end of August).
- Catalis had been uploading the PD documents over the month of August and September.
- This did not affect day-to-day usage. This process has now been completed by end of September.

Public Participation

- The MDP and Land Use Bylaw Review Open Houses were completed in September.
- The process and schedule of completion will be released to the public and posted on our website shortly.

Enforcement and Compliance

- Planning continues to work with Protective Services to educate and enforce our planning bylaws as per the community policing plan as approved.

Highlights (July through September)

- Recent provincial legislative changes removed proximity to highway as a Land and Property Rights Tribunal appeal condition. These changes could generate more appeals on local SDAB level.
- Transparency and required education and training in appeals process is essential to maintain credibility and legitimate decision making.
- The Land and Property Rights Tribunal does not accept anonymous objections.

Prepared by: Ann Holden, Planning & Development Officer / Elizabeth Krumes Planning Assistant & Samantha Dyck Planning & Development Officer.

Reviewed by: Rudolf Liebenberg, Director Planning & Development.

Approved by: Barry Kolenosky, Chief Administrative Officer.



Lesser Slave River

Report to Council

Title	Protective Services third quarter report
Date	23 October 2024
Presented By:	Paul Mulholland
Attachments	None

Proposed Motion	<i>Move that Council accept the Protective Services Department 3rd Quarter report as information</i>
Administration's Recommendation(s)	As proposed

PEACE OFFICER PROGRAM

- MDLSR Peace Officers patrol an area of 10,000sq kl with approximately 660 kl of local roads, and 325kl of provincial highways.
- Peace Officer priorities are, Bylaw enforcement, infrastructure protection and traffic safety.
- Working closely with other Municipal departments, time is spent accompanying the Planning Officer's on-site visits and monitoring speed through operations construction zones.

Peace Officer third (3rd) quarter overview.

Tickets, Warnings and Agency assists this quarter,

- Provincial Tickets issued - 38
- Bylaw Tickets issued – 2
- Complaints Received - 39
- Assist Agency Responses – x2 Assist Fire Rescue (MVC & structure fire TOSL).

Community Patrols

- Community patrols are carried out daily.
 - Using Mitsue industrial area as a center point, anything west and north we class as zone 1. Anything east and south we class as zone 2.
 - A shared Protective Services calendar shows the area where each officer is patrolling on any given day.
 - This schedule by necessity is fluid and can be changed on any given day by a call for service, court appearance or more pressing matters.
 - Starting November 3rd Protective Services will be working a three-shift system, with each week being one rotation.
- ❖ Day's 0800-1600hrs
 - ❖ Afternoons 1200-2000hrs
 - ❖ Evenings 1600-2400hrs

Nuisance Files

(1st quarter)

- Protective Services initiated a public awareness campaign using MDLSR website to advise residents that there would be a property clean-up initiative starting in the Spring of 2024.
- Properties were identified as coming under the Community Standards Bylaw and new Community Policing Plan.

The following process of prioritizing these properties was created;

- Environmental impact.
- Neighborhood impact.
- Complaint Driven.

And used to triage the most egregious properties to start the initial contact.

- Properties have been identified using the above criteria as priority files.

(2nd quarter)

- Protective Services identified properties throughout MDLSR as high priority nuisance properties.
- Clean up orders were issued for July 1st, 2024, (90 days' notice) and for July 31, 2024, (54 days' notice).
- Site visits have been carried out.

(3rd quarter)

- Peace Officer Mulholland attended several site visits.
- During the month of July/Sept Director Liebenberg and Peace Officer Mulholland visited the sites that had been issued notices and agreed to give extensions where they were due.

Solicitor General Audit

- The Protective Services Department recently went through a Solicitor General Audit.
- Two (2) investigators are sent to monitor the departments compliance with the Peace Officer Program.
- Pleased to report that apart from a minor certificate that had expired (which will be rectified by the time of reading) we passed with flying colors.

Infrastructure Protection

- Protective Services carry out daily patrols of local roads throughout MDLSR.
- The Community Policing Plan that was approved and adopted in 2024 is now available on the website – PS will still have to track feedback to present later in a report format.

Highlights of Events Attended

- Beach Fest.
- Smith Fall Fair.

Fines Distribution

July 4 2024	\$ 791.00
Aug 7 2024	\$ 1,663.00
Sept 5 2024	\$ 1,107.00
3rd Quarter Total	\$ 3,561.00

Prepared by: Paul Mulholland, Senior Peace Officer.

Reviewed by: Rudolf Liebenberg Director Protective Services.

Approved by: Barry Kolenosky, Chief Administrative Officer.



Lesser Slave River

Report to Council

Title	Utilities/Operations 3 rd Quarterly Report
Date	October 23, 2024
Presented By:	Jeremy Dumaresque, Assistant Director, Utilities Manager
Attachments	None

Proposed Motion	<i>Move that Council accept the Utilities/Operations 3rd Quarterly Report as Information.</i>
Administration's Recommendation(s)	As proposed

3rd Quarter Report: July-September

Capital

- Marten Truck fill is complete
- Received Grant approval for the Smith pretreatment project (Alberta water wastewater partnership, 75% funded)
- Raw truck fill in Flatbush has been put online
- Widewater Truck fill has been put online
- Mitsue pond cleaning is underway
- Smith intake relocate project phase 1 is complete (phase 2 to start in Dec)

Operational

- Hydrant Flushing and winterizing is underway with Smith and Canyon Creek completed
- Turner estates and Lakeview Heights Booster stations were upgraded, improving pressures in those areas
- Repaired 2 water main valves in Canyon Creek
- Cl2 injection system was repaired in Canyon Creek
- located and raised 3 crucial valves in the Eben subdivision
- Mainline repair was completed in Widewater.
- The Hydrant Valve was Repaired in Canyon Creek
- Smith aeration lines in the Raw Pond were repaired
- Smith Lagoon was discharged
- The Smith intake pump was removed and repaired. holding off on installation due to the intake relocate
- Divers cleaned the Widewater Reservoir as well as the Flatbush Clearwell. This completes all clear wells for the next 4 years
- The blower was completely overhauled at Southshore

Highlights

- 3rd Quarter Lab testing has been completed (THM,HAA, WSER)
- Valve maintenance Program has gone to tender

Prepared by: Jeremy Dumaresque, Assistant Director, Utilities Manager
Reviewed by: Rudolf Liebenberg, Director of Operations
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Report to Council

Title	Transportation Third Quarter Report
Date	October 15, 2024
Presented By:	Cody Borris, Transportation/Facilities Maintenance Manager
Attachments	

Proposed Motion	<i>Move that Council accept the Transportation Third Quarter Report as Information</i>
Administration's Recommendation(s)	As proposed

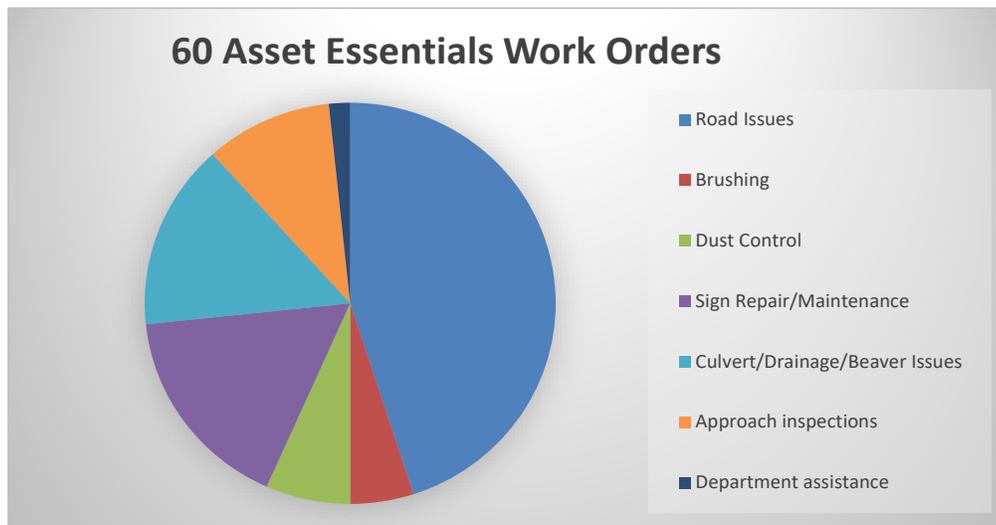
3rd Quarter Report – July - October

Capital

- CAT 150 M grader delivered September 26th, 2024.
- Southshore Drainage ditch complete.
- New water truck fully operational.

Operational

- From June 28th - October 15th the Transportation department responded to 60 asset essentials work orders with 27 being road issues (i.e., washboard, rough roads), 3 down trees/brushing, 4 dust control 10 sign repairs/maintenance, 9 culvert/drainage/beaver issue, 6 approach inspections, and 1 department assistance requests (i.e., Assist with fence installation at Smith arena).



- Re-graveling program complete.
- Calcium program completed July 10th, 2024.
- *Marten Beach brushing project on Md Property completed.*
- Culvert replacement program complete.
- Assineau creek flood debris clean up complete.
- Crack sealing program complete.
- Line painting program complete.
- Screened winter road sand.
- Patched Hamlet of Smith and hot oil section of Old Smith Highway.
- Assisted with construction of Widewater truck fill pad.
- Assisted landfill with cell clean up.
- Operated scale house for regravol of Old Smith Highway reroute.
- Brushing along fence of Slave Lake yard and Mitsue cold storage.

Ongoing Priorities

- *Preparing roads for winter maintenance.*
- *95 beavers relocated to date.*
- *Annual brushing program started September 30th, 2024 in Flatbush area.*
- *Assisted Rural services Department with set up Smith Fall Fair.*
- *Mooney creek flood clean up 25% complete. Expected completion date October 25th, 2024.*
- *90% complete on directional signage replacement.*
- *Hauling material for Marten Beach flood mitigation.*
- *Mixing of winter road sand.*
- *Site cleanup – Slave Lake, Mitsue, Smith, Flatbush – Inventory Management Initiative.*

Prepared by: Cody Borris Transportation/Facilities Maintenance Manager
Reviewed by: Janie Freckelton Transportation Administrative Assistant
Approved by: Barry Kolenosky, Chief Administrative Officer



Lesser Slave River

Request for Decision

Title:	Finance Monthly Report
Date:	October 23, 2024
Presented By:	Holly Omelchuk
Attachments:	Municipal District of Lesser Slave River No. 124 – Statement of Operations as of September 30, 2024

Proposed Motions:	<i>Move that Council accept the Municipal District of Lesser Slave River No. 124 – Statement of Operations as of September 30, 2024, for information.</i>
Administration's Recommendation(s)	As Proposed

BACKGROUND:

As per Municipal Government Act Section 268.1

A municipality must ensure that:

(b) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs.

ALTERNATIVE OPTIONS:

Council can request more information from Administration.

BENEFIT/RISKS:

Financial reporting to Council represents transparency and promotes financial accountability of the Municipal District of Lesser Slave River No.124 (MDLSR).

STRATEGIC ALIGNMENT:

The attached reports are tied with the strategic goals of the MD of Lesser Slave River No.124 as the budget and related expenses allow Administration to deliver all MDLSR services.

FINANCIAL IMPLICATION:

Expenses incurred are charged to the appropriate items included in the annual budget.

OTHER CONSIDERATIONS:

Expenses

As of September 30, 2024, the MD has incurred 54% expenses compared to budget. Average @ September 30, 2024, is 75% +/- 5% considered on par

Transfer Payments made:

- 1 a) Annual Airport Contribution of \$114,750
- b) Fire Protection - Town of Slave Lake \$00.00
- c) Intermunicipal Town of Slave Lake \$00.00
- d) Disaster Services Emergency Flood Mitigation \$200,000.00
- e) Proceeds of Equipment \$196,590.00

Requisitions paid

- 2 a) Lesser Slave River Regional Housing \$381,111.00
- b) Homeland Housing - \$118,616.00
- c) School Requisition - \$1,900,228.00
- d) AMA - \$99,178.00

Revenues

1. Progress Transfers

- a) Increase Wage & Benefit - Budget - \$390,444.00 – Operational Budget
- b) Recreation Master Plan – Budget – \$61,000.00 – Operational Budget
- c) Records Management – Budget – \$60,000.00 – Operational Budget
- d) Asset Retirement Obligation – \$12,500.00 – Operational Budget
- e) Police Requisition Top Up –\$151,702.00
Motion 127-24
- f) Water Reserve Transfer In - \$134,200.00 – Operational Budget

2. Grant Transfers

- a) FCSS Grant \$64,351.00
- b) Designated Industrial Property Grant - \$00.00
- c) ASB Grant \$166,247.00
- d) Lake Maintenance Grant (AEP) \$90,000.00
- e) Municipal Intern Grant \$60,000.00
- f) Municipal Planning \$150,000.00
- g) LGFF – Operational \$110,400.00
- h) Alberta Day Grant \$5,000.00
- i) Wheelchair \$9,625.00

The full-time positions for Safety Manager, HR Manager and IT Coordinator have been vacant for a portion of the year. Safety Manager and HR Manager have been a contracted position for a portion of the year. We have hired the HR manager and the position for Safety is contracted out on a part time basis. In 2025 we will be deleting the Safety program. Every department will handle their own safety program (ordering of supplies). The Administration portion

of Safety will be transferred to the Administration budget. We will be interviewing for a position in IT.

COMMUNICATION STRATEGY:

As Per the Municipal Government Act Section 207(c)

The Chief Administrative Officer advises and informs the Council on the operation and affairs of the municipality.

Continue reporting monthly to comply with the above.

Prepared By: Holly Omelchuk, Director, Finance and Shared Services
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Barry Kolenosky, Chief Administrative Officer

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. 124
Notes to Consolidated Financial Statements
For The Year Ended December 31, 2023

15. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2023</u>	<u>2022</u>
Unrestricted surplus	\$ <u>2,369,744</u>	\$ <u>2,183,663</u>
Accumulated rereasurement gains (losses)	<u>(426,003)</u>	<u>-</u>
Restricted surplus		
Operating		
Working capital - general	2,629,937	2,635,935
Wildfire recovery	602,758	586,912
Financial management	531,663	281,771
Building	274,033	266,828
Waterline contingency	266,651	259,640
Transportation	166,888	536,863
Municipal-in-lieu	113,997	30,868
Sewer line contingency	92,268	97,495
Drainage	47,997	46,735
ASB - weed spraying	17,087	16,638
Regional development	<u>5,760</u>	<u>5,608</u>
	<u>4,749,039</u>	<u>4,765,293</u>
Capital		
Transportation	11,126,949	13,008,545
Vehicle	2,751,855	753,426
General capital	1,852,744	2,214,444
Buildings and facilities	1,212,381	1,180,308
Water construction	862,090	840,194
Sewer construction	493,370	561,770
Fire protection	437,748	661,306
Stormwater	424,855	413,685
Disaster recovery	424,855	413,685
Flood mitigation	317,596	120,053
Equipment replacement	288,980	382,155
Economic development - VIC	258,348	243,796
Cultural	132,631	129,144
Harbour / boat launch	106,660	103,856
Landfill	67,389	65,617
Recreation	51,350	82,160
EDP equipment	<u>39,897</u>	<u>38,848</u>
	<u>20,849,698</u>	<u>21,212,992</u>
Equity in tangible capital assets	<u>75,742,430</u>	<u>76,930,582</u>
	<u>\$ 103,284,908</u>	<u>\$ 105,092,530</u>

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending September 30, 2024

	2023 Budget	30-Sep-23 Actual	2024 Budget	30-Sep-24 Actual	Acutal VS Budget %	Notes
REVENUES						
As of September 30, 2024 the MD has incurred 54% expenses compared to budget. Average @ September 30, 2024 is 75% +/- 5% considered on par						
Net Municipal Taxes	21,182,130.00	21,151,406.00	23,722,573.00	23,737,928.00	100.1%	Taxes Generated Timing
Penalties and costs of Taxes	93,411.00	63,270.00	85,498.00	66,466.00	77.7%	Tax Penalty Generated January 1 & July 03, 2024, Next Penalty October 2, 2024
Investment Income	616,356.00	204,828.00	601,947.00	595,172.00	98.9%	Cashed Investment
Reserve Transfers	1,961,916.00	622,807.00	775,487.00	809,847.00	104.4%	See RFD - Revenues Progress Transfers 1 a) b) c) d) e) f)
Government Transfers	1,202,509.00	514,745.00	934,235.00	645,998.00	69.1%	See RFD - Grant Transfers 2 a) b) c) d) e) f) g) h) i)
Bylaw Tickets	24,982.00	17,309.00	52,523.00	19,214.00	36.6%	Bylaw Tickets
User fees & Sales of Goods	1,922,633.00	1,197,207.00	2,070,924.00	1,519,337.00	73.4%	Sale of assets
Licenses and Permits	15,000.00	12,250.00	95,000.00	45,951.00	48.4%	Planning and Development
Total Revenues	27,018,937.00	23,783,822.00	28,338,187.00	27,439,913.00	96.8%	

EXPENSES

Legislative

Council	503,691.00	305,877.00	535,205.00	315,697.00	59.0%	
Total Legislative	503,691.00	305,877.00	535,205.00	315,697.00	59.0%	

Administration

Administration	200.00	-	-	-	0.0%	
General Administration	2,692,098.00	1,521,778.00	2,773,986.00	1,721,822.00	62.1%	
Safety	145,714.00	95,645.00	183,410.00	56,779.00	31.0%	Position Vacant - moved part time contract services
Information Technology	498,585.00	352,783.00	539,382.00	363,512.00	67.4%	Equipment (Computers/Monitors) Purchases High
Communications	157,540.00	100,538.00	160,641.00	135,412.00	84.3%	Contracted Services High (Website)
Human Resources	258,554.00	134,258.00	272,616.00	140,957.00	51.7%	Position Vacant for Part of Year
Succession Planning	-	-	50,000.00	22,340.00	44.7%	
Elections	-	-	-	-	0.0%	
Asset Project Management	-	-	556,238.00	139,193.00	25.0%	Contracted Services Low
Total Administration	3,752,691.00	2,205,002.00	4,536,273.00	2,580,015.00	56.9%	

Protective Services

Police Protection	154,363.00	197,503.00	311,702.00	311,702.00	100.0%	Requisition paid in full
Fire Services	297,054.00	220,833.00	1,027,301.00	173,934.00	16.9%	Have not received Regional Fire Services billing - have inquired
Bylaw Enforcement	305,690.00	173,990.00	409,102.00	241,952.00	59.1%	
Disaster Services	76,500.00	154,288.00	156,630.00	55,063.00	35.2%	Flooding
Total Protective Services	833,607.00	746,614.00	1,904,735.00	782,651.00	41.1%	

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending September 30, 2024

	2023 Budget	30-Sep-23 Actual	2024 Budget	30-Sep-24 Actual	Acutal VS Budget %	Notes
Facilities						
Facilities	751,734.00	341,384.00	788,742.00	341,380.00	43.3%	Not all Building Repairs Completed
Total Facilities	751,734.00	341,384.00	788,742.00	341,380.00		
Field Services/Transportation						
Wages	2,086,258.00	1,362,965.00	-	-	0.0%	
Road & Road Crossing	321,050.00	147,478.00	372,514.00	190,819.00	51.2%	
Signs	18,360.00	1,165.00	143,253.00	98,425.00	68.7%	
Culverts	266,560.00	111,551.00	413,219.00	85,747.00	20.8%	
Brushing	204,000.00	44,045.00	349,338.00	111,324.00	31.9%	Implementation after August 15th
Back Sloping	-	-	112,991.00	20,028.00	17.7%	
Gravel Program	1,124,713.00	450,752.00	1,658,342.00	1,132,217.00	68.3%	Gravel Program completed
Gravel Pits	1,992,548.00	1,676,959.00	196,386.00	63,083.00	32.1%	
Snowplowing	78,000.00	31,561.00	608,495.00	323,326.00	53.1%	
Streets	66,402.00	41,510.00	67,800.00	34,783.00	51.3%	
Construction	250,000.00	24,980.00	676,922.00	221,304.00	32.7%	
Line Painting	17,700.00	-	28,044.00	3,260.00	11.6%	Implementation after September 15th
Crack Sealing	60,000.00	55,582.00	103,044.00	63,562.00	61.7%	
Dust Control	190,961.00	160,385.00	287,838.00	248,125.49	86.2%	Timing most of expenses have gone through
Bridge	60,000.00	37,439.00	151,632.00	78,431.00	51.7%	
Engineering Services	411,397.00	145,654.00	-	-	0.0%	
Beaver Control	-	-	75,000.00	59,584.00	79.4%	
Total Field Services/Transportation	7,147,949.00	4,292,026.00	5,244,818.00	2,734,018.49	52.1%	
Fleet						
Fleet	1,421,075.00	815,803.00	1,822,994.00	1,291,309.00	70.8%	Equipment/Vec Repairs 88K/ Insurance 22K/month
Total Fleet	1,421,075.00	815,803.00	1,822,994.00	1,291,309.00	70.8%	
Utilities & Operational Services						
Water	1,785,723.00	1,394,433.00	2,393,415.00	1,691,137.00	70.7%	Chemical Purchases/Cont Services - Below AVG
Waste Water	1,979,722.00	951,959.00	1,648,151.00	703,362.00	42.7%	Equipment Purchases still below AVG
Solid Waste Management	338,064.00	240,957.00	427,116.00	365,746.00	85.6%	Includes Transfer Payment to Athabasca \$2,630.00/month
Total Utilities & Operational Services	4,103,509.00	2,587,349.00	4,468,682.00	2,760,245.00	61.8%	
Community Services						
FCSS	101,602.00	71,131.00	110,704.00	78,066.00	70.5%	Includes Grants to Organizations \$51,957

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending September 30, 2024

	2023 Budget	30-Sep-23 Actual	2024 Budget	30-Sep-24 Actual	Actual VS Budget %	Notes
Community Assistance Board	40,000.00	34,745.00	40,000.00	15,504.00	38.8%	
Regional Development - VIC	84,792.00	30,815.00	51,499.00	24,113.00	46.8%	
Library	193,002.00	180,636.00	202,661.00	176,211.00	86.9%	Grants to Organizations \$169,146 paid
Canyon Creek Campground	23,442.00	21,721.00	37,620.00	20,634.00	54.8%	
Recreation - General Administration	815,523.00	382,303.00	416,107.00	229,388.00	55.1%	
Recreation - Smith & Canyon Creek	51,634.00	25,841.00	38,866.00	30,655.00	78.9%	23 & 24 Ice Rink Maintenance paid in 24
Regional Development	15,000.00	29,016.00	15,000.00	22,430.00	149.5%	
Boat Launches	15,000.00	15,485.00	15,300.00	-	0.0%	No Expenditures
Cemetaries	-	-	10,000.00	3,833.00	38.3%	
Total Community Services	1,339,995.00	791,693.00	937,757.00	600,834.00	64.1%	

Planning and Development

Municipal Planning	53,265.00	39,060.00	238,185.00	75,447.00	31.7%	
SDAB	6,118.00	1,032.00	6,291.00	-	0.0%	No Expenditures
Development Authority	313,694.00	138,928.00	279,150.00	290,817.00	104.2%	Town Land Study 17,500 - Contracted Services High
Total Planning and Development	373,077.00	179,020.00	523,626.00	366,264.00	69.9%	

Agriculture

Provincial Parks Maintenance			131,679.00	30,801.00	23.4%	
ASB, Plant Ind-Weed Control Livestock	383,955.00	252,680.00	363,371.00	211,835.00	58.3%	
Rural Road Allowance	211,459.00	2,009.00	173,519.00	92,877.00	53.5%	
Parks & Open Spaces	207,309.00	349,994.00	207,080.00	171,871.00	83.0%	
Total Landscape	802,723.00	604,683.00	875,649.00	507,384.00	57.9%	

Other

Transfer Payments	1,324,830.00	695,250.00	563,129.00	114,750.00	20.4%	See RFD - Expenses - Transfer Payments Note 1 a)
Requisitions - Senior Foundation	593,915.00	456,718.00	627,947.00	499,728.00	79.6%	See RFD - Expenses - Requisition Note 2 a) & b)
Requisitions - School Foundation	3,782,726.00	2,962,087.00	4,051,841.00	1,900,228.00	46.9%	See RFD - Expenses - Requisition 2 c)
Requisitions - AMA	87,315.00	87,366.00	99,546.00	99,178.00	99.6%	See RFD - Expenses - Note 2 d)
Contingencies	100.00	-	297.00	-	0.0%	
Fund Capital Projects			53,488.00	-	0.0%	
Reserve Contributions	200,000.00	200,000.00	1,303,458.00	396,590.00	30.4%	See RFD - Transfer Payments Note 1 d) & e)
Amortization	-	-	-	-	0.0%	
Total Other	5,988,886.00	4,401,421.00	6,699,706.00	3,010,474.00	44.9%	

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER NO. #124

Statement of Operations

For the One Month ending September 30, 2024

	2023 Budget	30-Sep-23 Actual	2024 Budget	30-Sep-24 Actual	Acutal VS Budget %	Notes
Total Expenses	27,018,937.00	17,270,872.00	28,338,187.00	15,290,271.49	54%	Under estimated average overall
Surplus (Deficit)	-	6,512,950.00	-	12,149,641.51		

As of September 30, 2024 the MD has incurred 54% expenses compared to budget. Average @ September 30, 2024 is 75% +/- 5% considered on par