

Frequently Asked Questions

OneStop Public Lands – Disposition Renewal

April 2020

General

Q1. Can I renew associated dispositions together?

A1. No, not at this time.

Q2. What do I do if I have an older disposition that includes lease (MSL/MLL/PIL) with access over 200 metres?

A2. If the access is greater than 200 metres, amend the access into its own LOC before renewal. Leave enough time to do this before the renewal eligibility deadline. If an amendment is initiated on the disposition, a renewal is not possible until the amendment has been processed.

In order to apply for an exception to leave the access in for renewal, send an email request to [AERSurfaceActivityApplication@aer.ca](mailto:AERSurfaceActivityApplication@ aer.ca) and provide rationale as well as any supporting details. These exceptions are normally only approved if the site is in reclamation stages and eligible for a seven-year renewal.

- If approved for the exception, keep the email for your records and proceed with the renewal application.
- If not approved, proceed to the amendment process; split the access into LOC and then renew the lease disposition.

Refer to the Government of Alberta's *Associated Disposition, Access Roads, Temporary Incidental Activities* for more information.

Q3. Why do I need to apply for a variance to approval standards for my renewal?

A3. At time of renewal, your disposition will be reviewed against current standards and conditions, which may differ from what was required in previous approvals. If you are unable to meet any of the current standards, the renewal application will need to include a variance request for consideration for each standard that will not be met. This will cause the renewal application to proceed to additional review.

Conversions

Q4. What is the difference between a term conversion and a renewal?

A4. Term conversion only applies to short-term dispositions, used between 2010 to 2019. They are being phased out and must be converted to full-term dispositions. Renewals are applied to full-term dispositions in order to maintain their active status.

Q5. How do I do a term conversion?

A5. This is currently done through the renewal function in OneStop.

Q6. What are the eligibility requirements to convert my short-term disposition to a full-term disposition?

A6. The system will validate that you have completed site entry notification and that the final plan is valid. It will also confirm your short-term disposition has not expired.

Timelines

Q7. When can I complete a renewal on my formal disposition?

A7. As per section 18(1) of the *Public Lands Administration Regulation (PLAR)*, you may renew a disposition any time after at least one half of the term of the disposition has expired but no later than one year before the expiry of its term.

Q8. What happens if I am outside the allowable timeframe to renew my disposition?

A8. If you are outside of the allowable timeframe, OneStop will not allow you to complete a renewal application. If you do not vacate the subject land and your disposition expires without being renewed, you will be deemed an overholding tenant on a month-to-month basis. Refer to section 20(3) of the *PLAR* for details.

Q9. Do the renewal timelines apply to short-term dispositions?

A9. No, these timelines only apply to full-term dispositions. Short-term dispositions are no longer being issued; however, active short-term dispositions can be converted to full term at any time before expiry using the renewal function in OneStop, provided the eligibility requirements are met.

Purpose-Activity

Q10. Why am I getting a message to update my purpose/activity?

A10. To complete the disposition renewal, you will need to update the purpose and activity code to meet the most current standards outlined in the Government of Alberta's *PLAR Table A2*.

- On the Renewal – Overview screen you will see a message “Either the Disposition Purpose or Activity needs to be updated.” Click the Update Purpose/Activity.
- A new window opens where you can select the updated purpose and/or activity from a dropdown list.
- Click Save. The new information will complete the grid.
- Continue with your application.

Q11. Is consent required for renewal applications?

A11. Consent attachments are not required because the original consents should carry through the life cycle of the disposition.

Indigenous Consultation

Q12. Do renewal applications require an FNC?

A12. An approval renewal is listed in appendix C of *The Government of Alberta's Guidelines on Consultation with First Nations on Land and Natural Resource Management* and the Government of Alberta's *Guidelines on Consultation with Metis Settlements on Land and Natural Resource Management*. If the ACO indicates consultation is required, then a new FNC is needed.

Term

Q13. If I am approved for my formal disposition renewal, how long is the term?

A13. The term varies depending upon your selection in the Renewal Information section of the Renewal – Overview screen:

- 25 years for active dispositions
- 7 years for inactive dispositions, to allow for final reclamation