Commercial Recreation Dispositions in Alberta Parks
Alberta Environment and Parks

Alberta's provincial parks and protected areas reflect our province's rich natural and cultural heritage and include some of the most beautiful landscapes in Canada. They also provide the perfect setting for a variety of nature-based recreational activities, including recreation and tourism-based businesses. Examples include fishing lodges, guest ranches, and ski facilities.

Disposition Agreements

A disposition agreement is a legal tool or contract between the Government of Alberta and a leaseholder which outlines the terms associated with the use of Alberta Parks lands. **Commercial Recreation Dispositions** lay out the terms and conditions for the holder to build and maintain facilities and to operate a business or conduct a non-profit activity in a park. Typically, dispositions are used for long-term activities that provide a service that benefits park visitors, promotes tourism, or provides economic opportunities to nearby communities. The specific agreement varies based on the type of activity proposed. The length of a new disposition is usually 10 years with the option for renewal. The length of the term may be up to 25 years. Typically, requests to renew a disposition agreement are approved as long as the conditions of the agreement are being met.

How to Apply

Sometimes the opportunity arises to create a new recreation-based business in a park, or to transfer operation of an existing facility to a new leaseholder. When the Government of Alberta identifies an opportunity for a commercial recreation disposition, a proponent is selected through a competitive application process. There are two main phases in the application: the Competitive Selection Process and the Disposition Development Process.

Competitive Selection Process

When an opportunity becomes available, a **Request for Proposals (RFP)** will be advertised on Alberta Purchasing Connection: http://www.purchasingconnection.ca/. It will also be advertised on AlbertaParks.ca.

The RFP contains information about the opportunity and outlines the information required from the proponent. Proponents must provide a detailed proposal that meets all the requirements of the RFP (e.g. site development plans, business plans, organization charts). An information session may be hosted during the RFP submission period to provide additional information and guidance. A site visit may also take place during this phase. After the submission period ends, submissions are evaluated individually against a set of criteria specific to the project. The successful proponent will be offered the opportunity to move to the disposition development phase.

Disposition Development Phase

At this point the successful proponent enters the disposition development process and must submit an application package. Alberta Environment and Parks staff coordinate the development of the disposition agreement and can assist in navigating the process and preparing the application package.
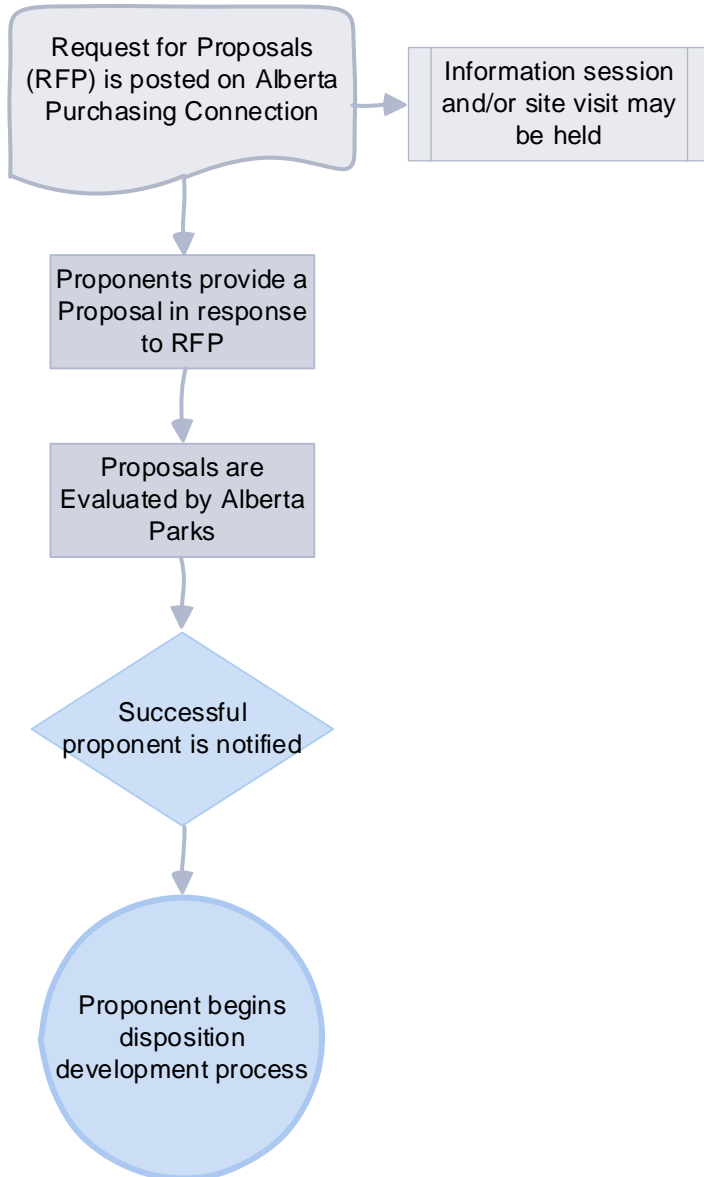
The application package includes:

- Application form
- Environmental Field Report (EFR)
- Fees and Security deposits

The entire process typically takes 3 to 5 months, but timelines may vary depending on the complexity of the project. See the following flowcharts for a summary of the process.

Disposition Application Process Flowchart

Competitive Selection Process

Request for Proposals (RFP) is posted on Alberta Purchasing Connection

→ Information session and/or site visit may be held

Proponents provide a Proposal in response to RFP

Proposals are Evaluated by Alberta Parks

Successful proponent is notified

Proponent begins disposition development process

Disposition Development Process

Proponent initiates disposition application with support from AEP

AEP reviews application package & issues disposition number

Disposition Agreement is developed

Terms are finalized and disposition is signed by AEP & proponent

Proponent receives signed disposition agreement

Project proceeds

Annual monitoring & reporting

Classification: Protected A