

**A REGULAR meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Tuesday, October 20, 2020.**

**CALL TO ORDER**

Mayor McMann called the meeting to order at 5:28 PM.

**PRESENT**

Deborah McMann	Mayor
Aaron Cannan	Deputy Mayor
William Oudshoorn	Councillor
Brooke Magosse	Chief Administrative Officer
Marie Yakimowich	Public Attendance

**PUBLIC HEARING**

**PUBLIC HEARING  
ATTENDENCE**

Deborah McMann	Mayor
Aaron Cannan	Deputy Mayor
William Oudshoorn	Councillor
Brooke Magosse	Chief Administrative Officer
Marie Yakimowich	Public Attendance

**PUBLIC HEARING –  
AMENDMENT TO  
LANDUSE BYLAW 628-  
18 – BYLAW 646-20  
CANNABIS  
PRODUCTION AND  
DISTRIBUTION &  
BYLAW 655-20 C3  
HIGHWAY  
COMMERCIAL  
PERMITTED AND  
DISCRETIONARY USES**

Pursuant to Section 230 of the Municipal Government Act, Revised Statutes of Alberta 200, Chapter M-26 and amendments thereto, a public hearing on the amendments to Land Use Bylaw 628-17 for Bylaw 646-20 being Cannabis Production and Distribution Bylaw and Bylaw 655-20 being an amendment to the Land Use Bylaw 628-17 for a change in Discretionary & Permitted Use under C3 Highway Commercial, to hear any person, group of persons, or persons representing them, claiming to be affected by the proposed bylaw.

No representation was made, either in written or verbal format, regarding the proposed Land Use Amendment Bylaw 646-20 (Cannabis Production and Distribution) and proposed Land Use Amendment Bylaw 655-20 (C3 – Highway Commercial: Change in Permitted & Discretionary Uses).

Mayor McMann adjourned the Public Hearing.

Marie Yakimowich left the Council chambers at 5:38 P.M.

**PAGE 2, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF OCTOBER 20, 2020.**

**APPROVAL OF AGENDA  
2020-10-20/01**

Moved by Deputy Mayor Cannan that the agenda be approved as amended:

**Business Arising from the Minutes**

6 B – Bylaw 646-20 – Cannabis Production and Distribution

6 C – Bylaw 655-20 – C3 – Highway Commercial: Change in Discretionary & Permitted Uses

**New Business**

8 J – Alberta Municipal Affairs – 2019 Municipal Indicator Reporting

8 K – Request to Rent Boom Lift – Vantage Builders

8 L – Buffalo Trail Public School’s Letter Dated October 20, 2020 – Request for Handicap Parking/Loading Zone at Innisfree Delnorte School

**Councillor Reports**

9 C – MD of Minburn Foundation Report – Will Oudshoorn

9 D – Alberta HUB Report – Deb McMann

**Correspondence**

11 G – Alberta Health Services Letter dated October 19, 2020 – Influenza Immunization

CARRIED.

**APPROVAL OF MINUTES  
2020-10-20/02**

Moved by Councillor Oudshoorn that the September 15, 2020 Regular Council Meeting minutes be approved as amended.

CARRIED.

**BYLAW 656-20 –  
COUNCIL PROCEDURAL  
BYLAW  
SECOND  
2020-10-20/03**

Moved by Deputy Mayor Cannan that Bylaw 656-20 Council Procedural Bylaw be approved as amended. Further that Bylaw 656-20 Council Procedural Bylaw be given SECOND reading this 20<sup>th</sup> day of October 2020.

CARRIED.

**BYLAW 656-20 –  
COUNCIL PROCEDURAL  
BYLAW  
THIRD AND FINAL  
READING  
2020-10-20/04**

Moved by Councillor Oudshoorn that Bylaw 656-20 Council Procedural Bylaw be given THIRD and FINAL reading this 20<sup>th</sup> day of October 2020.

CARRIED.

**PAGE 3, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF  
OCTOBER 20, 2020.**

BYLAW 646-20 –  
CANNABIS  
PRODUCTION AND  
DISTRIBUTION –  
AMENDMENT TO LAND  
USE BYLAW 628-17  
SECOND READING  
**2020-10-20/05**

Moved by Deputy Mayor Cannan that Bylaw 646-20 being an Amendment to Land Use Bylaw 628-17 for Cannabis Production and Distribution be given SECOND reading this 20<sup>th</sup> day of October 2020.

CARRIED.

BYLAW 646-20 –  
CANNABIS  
PRODUCTION AND  
DISTRIBUTION –  
AMENDMENT TO LAND  
USE BYLAW 628-17  
THIRD AND FINAL  
READING  
**2020-10-20/06**

Moved by Mayor McMann that Bylaw 646-20 being an amendment to Land Use Bylaw 628-17 for Cannabis Production and Distribution be given THIRD and FINAL reading this 20<sup>th</sup> day of October 2020.

CARRIED.

BYLAW 655-20 – C3 –  
HIGHWAY  
COMMERCIAL: CHANGE  
IN DISCRETIONARY &  
PERMITTED USES –  
AMENDMENT TO LAND  
USE BYLAW 628-17  
SECOND READING  
**2020-10-20/07**

Moved by Deputy Mayor Cannan that Bylaw 655-20 being an amendment to Land Use Bylaw 628-17 for C3-Highway Commercial: Change in Discretionary and Permitted Uses be given SECOND reading this 20<sup>th</sup> day of October 2020.

CARRIED.

BYLAW 655-20 – C3 –  
HIGHWAY  
COMMERCIAL: CHANGE  
IN DISCRETIONARY &  
PERMITTED USES –  
AMENDMENT TO LAND  
USE BYLAW 628-17  
THIRD AND FINAL  
READING  
**2020-10-20/08**

Moved by Deputy Mayor Cannan that Bylaw 655-20 being an amendment to Land Use Bylaw 628-17 for C3-Highway Commercial: Change in Discretionary and Permitted Uses be given THIRD and FINAL reading this 20<sup>th</sup> day of October 2020.

CARRIED.

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**PAGE 4, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF  
OCTOBER 20, 2020.**

REQUEST TO CHANGE  
PAYMENT DUE DATE  
AND PENALTY DUE  
DATE - BYLAW 605-15 –  
WATER &  
WASTEWATER  
SERVICES  
**2020-10-20/09**

Moved by Councillor Oudshoorn that the Request to Change Payment Due Date and Penalty Due Date in Bylaw 605-15 being the Water and Wastewater Services Bylaw be received as information.

CARRIED.

BYLAW 658-20 –  
TEMPORARY  
BORROWING BYLAW  
FIRST READING  
**2020-10-20/10**

Moved by Deputy Mayor Cannan that Bylaw 658-20 Temporary Borrowing Bylaw be given FIRST reading this 20<sup>th</sup> day of October 2020

CARRIED.

BYLAW 658-20 –  
TEMPORARY  
BORROWING BYLAW  
SECOND READING  
**2020-10-20/11**

Moved by Mayor McMann that Bylaw 658-20 Temporary Borrowing Bylaw be given SECOND reading this 20<sup>th</sup> day of October 2020

CARRIED.

BYLAW 658-20 –  
TEMPORARY  
BORROWING BYLAW  
AUTHORIZE THIRD  
READING  
**2020-10-20/12**

Moved by Councillor Oudshoorn that Council authorize THIRD reading on Bylaw 658-20 Temporary Borrowing Bylaw this 20<sup>th</sup> day of October 2020.

UNANIMOUSLY CARRIED.

BYLAW 658-20 –  
TEMPORARY  
BORROWING BYLAW  
THIRD AND FINAL  
READING  
**2020-10-20/13**

Moved by Deputy Mayor Cannan that Bylaw 658-20 Temporary Borrowing Bylaw be given THIRD and FINAL reading this 20<sup>th</sup> day of October 2020

CARRIED.

BYLAW 659-20 –  
REGIONAL  
ASSESSMENT REVIEW  
BOARD BYLAW  
FIRST READING  
**2020-10-20/14**

Moved by Deputy Mayor Cannan that Bylaw 659-20 Regional Assessment Review Board Bylaw be approved as amended and be given FIRST reading this 20<sup>th</sup> day of October 2020

CARRIED.

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**PAGE 5, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF OCTOBER 20, 2020.**

BYLAW 659-20 –  
REGIONAL  
ASSESSMENT REVIEW  
BOARD BYLAW  
SECOND READING  
**2020-10-20/15**

Moved by Mayor McMann that Bylaw 659-20 Regional Assessment Review Board Bylaw be given SECOND reading this 20<sup>th</sup> day of October 2020

CARRIED.

BYLAW 659-20 –  
REGIONAL  
ASSESSMENT REVIEW  
BOARD BYLAW  
AUTHORIZE THIRD  
READING  
**2020-10-20/16**

Moved by Councillor Oudshoorn that Council authorize THIRD reading on Bylaw 659-20 Regional Assessment Review Board Bylaw this 20<sup>th</sup> day of October 2020.

UNANIMOUSLY CARRIED.

BYLAW 659-20 –  
REGIONAL  
ASSESSMENT REVIEW  
BOARD BYLAW  
THIRD AND FINAL  
READING  
**2020-10-20/17**

Moved by Deputy Mayor Cannan that Bylaw 659-20 Regional Assessment Review Board Bylaw be given THIRD and FINAL reading this 20<sup>th</sup> day of October 2020

CARRIED.

BYLAW 660-20 – BYLAW  
ENFORCEMENT  
OFFICER BYLAW  
FIRST READING  
**2020-10-20/18**

Moved by Deputy Mayor Cannan that Bylaw 660-20 Bylaw Enforcement Officer Bylaw be approved as amended and given FIRST reading this 20<sup>th</sup> day of October 2020. Further that Bylaw 660-20 Bylaw Enforcement Officer Bylaw be tabled to the November 17, 2020 Regular Council meeting.

CARRIED.

BYLAW 661-20 –  
SUDDIVISION AND  
DEVELOPMENT APPEAL  
BOARD BYLAW  
FIRST READING  
**2020-10-20/19**

Moved by Councillor Oudshoorn that Bylaw 661-20 Subdivision and Development Appeal Board Bylaw be approved as amended and be given FIRST reading this 20<sup>th</sup> day of October 2020. Further that Bylaw 661-20 Subdivision and Development Appeal Board Bylaw be tabled to the November 17, 2020 Regular Council meeting.

CARRIED.



**PAGE 6, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF OCTOBER 20, 2020.**

REQUEST FOR  
PROPOSAL – WEBSITE  
RENEWAL  
**2020-10-20/20**

Moved by Deputy Mayor Cannan that Council approve BoxClever's 2020-2021 annual cost of \$617.00 for website renewal. Further that Council direct Administration to enter into a 3-year contract, with BoxClever, to provide the Village of Innisfree website services, at an annual cost of \$1,050/year. Furthermore, that Administration be directed to send a letter to BoxClever in this regard.

CARRIED.

OFFER TO PURCHASE –  
DOZER BLADE  
**2020-10-20/21**

Moved by Deputy Mayor Cannan that council approve Mr. Pearce's Offer to Purchase for the Dozer Blade in the amount of \$250.00 (GST included). Further that Administration be directed to contact Mr. Pearce in this regard.

CARRIED.

NORTHERN LIGHTS  
LIBRARY SYSTEM  
LETTER – SEPTEMBER  
17, 2020 – 2021  
MUNICIPAL LEVY  
**2020-10-20/22**

Moved by Mayor McMann that Council approve the Northern Lights Library System's 2020-2021 Municipal Levy in the amount of \$5.23 per capita rate for a total levy of \$1,166.29 for 2021.

CARRIED.

QUOTE DATED  
SEPTEMBER 17, 2020 -  
VEHICLE DECALS  
(PUBLIC WORKS  
TRUCK/EQUIPMENT)  
**2020-10-20/23**

Moved by Deputy Mayor Cannan that Quote Dated September 17, 2020 – Vehicle Decal's (Public Works Truck/Equipment) be tabled to the November 17, 2020 Regular Council meeting for further discussion.

CARRIED.

ITSTIME PROMO –  
QUOTE FOR LOGO  
REDESIGN – VILLAGE  
OF INNISFREE  
**2020-10-20/24**

Moved by Councillor Oudshoorn that Council approve ItsTime Promo's Quote of \$150.00 (GST not included) to design a new logo or crest for the Village of Innisfree.

CARRIED.

PURCHASE OF  
FIREWOOD – BIRCH  
LAKE CAMPGROUND –  
QUOTE RECEIVED  
FROM GLEN'S MARKET  
AND GARDEN  
**2020-10-20/25**

Moved by Deputy Mayor Cannan that Council accept Glen's Market and Garden's quote, in the amount of \$1,400.00 (GST not included) for the purchase of Firewood for the Birch Lake Campground to be delivered by May 2021.

CARRIED.

**PAGE 7, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF OCTOBER 20, 2020.**

FLOOD  
MITIGATION/CULVERT  
INSTALLATION –  
UPDATE  
2020-10-20/26

Moved by Deputy Mayor Cannan that Council approve Doug's Bobcat and Backhoe Services quote, dated October 20, 2020, to proceed with the Culvert Installation across 50 Street (North), at an estimated cost of \$10,000.00 (GST Not Included). Further that Administration be directed to contact Doug's Bobcat and Backhoe Services in this regard.

CARRIED.

ALBERTA MUNICIPAL  
AFFAIRS – M.A.P.  
REPORT DATED  
OCTOBER 5, 2020  
2020-10-20/27

Moved by Deputy Mayor Cannan that Council approve the Alberta Municipal Affairs M.A.P Report dated October 5, 2020. Further that Administration be directed to prepare a response to the report, including a plan detailing the actions to be taken to rectify the areas of non-compliance.

CARRIED.

M.A.P REPORT SECTION  
3.8 (1) – OPERATING  
BUDGET  
2020-10-20/28

Moved by Councillor Oudshoorn that council recognize the deficit(s), as shown in the Village of Innisfree 2020 Budget and 2021-2024 Budget Forecast, in the amount of \$15,523.50, that is in contravention on Section 243 of the Municipal Government Act and the Capital Grant Funding, in the amount of \$160,000.00, that has been recorded as revenue, under GL # 1-12-00-840 that is in contravention of the Municipal Affairs Grant Regulation (AR 123/2000). Furthermore, that the 2020 Audited Financial Statement reflect the deficit and the Village of Innisfree's unrestricted surplus be amended in this regard.

CARRIED.

ALBERTA MUNICIPAL  
AFFAIRS LETTER  
RECEIVED OCTOBER 15,  
2020 – DETAILED  
ASSESSMENT AUDIT  
2020-10-20/29

Moved by Deputy Mayor Cannan that Alberta Municipal Affairs Letter Received October 15, 2020 – Detailed Assessment Audit be received as information.

CARRIED.

ACE WATER  
CORPORATION LETTER  
DATED SEPTEMBER  
2020 – FINALIZATION OF  
PHASES 4, 5 AND 6  
2020-10-20/30

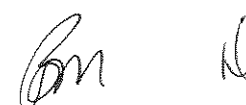
Moved by Councillor Oudshoorn that ACE Water Corporation Letter dated September 2020 – Finalization of Phase's 4, 5 and 6 be received as information.

CARRIED.

ALBERTA MUNICIPAL  
AFFAIRS – 2019  
MUNICIPAL INDICATOR  
REPORTING  
2020-10-20/31

Moved by Mayor McMann that Council approve the 2019 Municipal Indicator Report as presented.

CARRIED.





**PAGE 8, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF  
OCTOBER 20, 2020.**

**REQUEST TO RENT  
BOOM LIFT – VANTAGE  
BUILDERS  
2020-10-20/32**

Moved by Deputy Mayor Cannan that Council approve the rental of a Boom Lift, from Vantage Builders, at a rate of \$340/day to allow the Public Works Department safely trim tree's and put up Village Christmas Lights.

CARRIED.

**BUFFALO TRAIL PUBLIC  
SCHOOL'S LETTER  
DATED OCTOBER 20,  
2020 – REQUEST TO  
INSTALL HANDICAP  
PARKING/LOADING  
ZONE – INNISFREE  
DELNORTE SCHOOL  
2020-10-20/33**

Moved by Councillor Oudshoorn that Council direct Administration to forward Buffalo Trail Public School's request to Alberta Transportation regarding a Handicap Parking/Loading Zone in front of Innisfree Delnorte School along Highway 870.

CARRIED.

**MEETING TO EXCEED  
PAST 8:00PM  
2020-10-20/34**

Moved by Deputy Mayor Cannan that the meeting moves past 8:00 PM.

CARRIED.

**2021 LIBRARY BOARD  
BUDGET  
2020-10-20/35**

Moved by Mayor McMann that Council approve the 2021 Library Budget as presented.

CARRIED.

**RESCIND MOTION 2020-  
10-20/35 - 2021 LIBRARY  
BOARD BUDGET  
2020-10-20/36**

Moved by Mayor McMann that motion no. 2020-10-20/35 be rescinded.

CARRIED.

**COUNCILLOR REPORTS  
2020-10-20/37**

Moved by Deputy Mayor Cannan that the listed Councillor Reports be presented.

CARRIED.

**ADMINISTRATION  
REPORTS  
2020-10-20/38**

Moved by Deputy Mayor Cannan that the listed Administration Reports be approved as presented.

CARRIED.

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**PAGE 9, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF OCTOBER 20, 2020.**

**CORRESPONDENCE  
2020-10-20/39**

Moved by Councillor Oudshoorn that the listed items under correspondence be as information.

CARRIED.

**CLOSED SESSION  
ATTENDANCE**

Deborah McMann                      Mayor  
William Oudshoorn                  Deputy Mayor  
Aaron Cannan                          Councillor

Brooke Magosse                      Chief Administrative Officer

**CLOSED SESSION  
2020-10-20/40**

Moved by Mayor McMann that the meeting moves into closed session at 8:47 PM to discuss Notice of Inquiry – Office of the Information and Privacy Commission – Village of Innisfree Vs. Mr. Bergman under FOIP Sections 17 & 27.

CARRIED.

**CLOSED SESSION  
2020-10-20/41**

Moved by Deputy Mayor Cannan that the meeting come out of closed session at 8:58 PM.

CARRIED.

**FOIPP SECTION 17 & 27 –  
NOTICE OF INQUIRY –  
OFFICE OF THE  
INFORMATION AND  
PRIVACY  
COMMISSIONER –  
VILLAGE OF  
INNISFRERE VS. MR.  
BERGMAN  
2020-10-20/42**

Moved by Deputy Mayor Cannan that Council approve the refund of FOIP Request Fees in the amount of \$247.00 to Mr. Bergman, once the Village of Innisfree receives notice that the inquiry is discontinued with the Office of Information and Privacy Commissioner. Further that the Village of Innisfree advise Mr. Bergman that the Village Employee's have completed a thorough search, for the letter referenced in Mr. Bergman's proposal, and are unable to locate said letter in the Village's records.

CARRIED.

**ADJOURNMENT**

Councillor Oudshoorn adjourned the meeting at 9:05 PM.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer