

**Village of Innisfree
Regular Council Meeting
March 16, 2021 @ 5:00 p.m.
Village of Innisfree Council Chambers**



1. Call to Order
2. Agenda
 - a. Deletions/Additions:
 - b. Adoption of Agenda
3. Delegations
4. Adoption of Minutes
 - a. February 16, 2021 Regular Council Meeting **(Page 3-6)**
5. Business Arising from the Minutes:
 - a. 662-20 – Regional Emergency Management Bylaw **(Page 7-13)**
 - b. Regional Emergency Management Mutual Aid Agreement **(Page 14-21)**
 - c. WIFI/Internet – Birch Lake Campground **(Page 22-31)**
 - d. 2021 Strategic & Tactical Plan – 1st & 2nd Quarter Updates **(Page 32-66)**
6. Policies & Bylaws:
 - a. 663-21 - Master Rates Bylaw **(Page 67-75)**
7. New Business:
 - a. Appointment of Substitute Returning Officer – LAEA Section 13 (2.1)
 - b. Tinning/Shingling – Birch Lake Campground Administration Building **(Page 76-79)**
 - c. Memorandum of Understanding: Emergency Management – Region of Minburn & Studebaker Industries Ltd. **(Page 80-83)**
 - d. Memorandum of Understanding: Emergency Management – Region of Minburn & Southland Transportation Ltd. **(Page 84-87)**
 - e. Buffalo Trail Public School – Handicap Parking on HWY 870 **(Page 88)**
 - f. MSI Capital Project No. CAP-12594 – Zero Turn John Deere Lawn Mower **(Page 89-107)**
 - g. 2021 Birch Lake Campground/Recreation Park Manager
8. Councillor Reports
 - a. Innisfree School Council – Deb McMann **(Page 108)**
 - b. MMI FCSS – Deb McMann **(Page 109)**
9. Administration Reports
 - a. CAO Report & Action List **(Page 110-114)**
 - b. Financials
 - i. Revenue & Expense **(Page 115-120)**
 - ii. Tax Trial Balance **(Page 121)**
 - iii. Utility Trial Balance **(Page 122)**
 - iv. Accounts Payable Trial Balance **(123-124)**

10. Correspondence

- a. February 23, 2021 – Letter from Westlock County RE: Proposed Changes to AER Directive 067 **(Page 125-126)**
- b. Alberta iMarket Brochure **(Page 127)**
- c. Alberta Municipal Affairs – Letter Received February 23, 2021 **(Page 128-129)**
- d. Alberta Municipal Affairs – Letter Received February 25, 2021 RE: 2021 Budget **(Page 130-131)**
- e. Farm Safety – Letter dated February 12, 2021 **(Page 132-133)**
- f. March 1, 2021 – Crowsnest Pass RE: Presidents Summit on Policing **(Page 134-135)**
- g. March 10, 2021 – Letter from Alberta Municipal Affairs RE: Changes to Disaster Recovery **(Page 136-139)**

11. Closed Session

- a. Land (FOIP Section 17 & 27)
 - i. Offer to Purchase - Lot 3, Block 4, Plan 4175R (5036 – 50 Street) **(Page 140-151)**

12. Adjournment

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, February 16, 2021.

CALL TO ORDER

Mayor McMann called the meeting to order at 5:04 PM.

PRESENT

Attendance via Electronic Means

Deborah McMann	Mayor
Aaron Cannan	Deputy Mayor

Attendance in-person

William Oudshoorn	Councillor
Brooke Magosse	Chief Administrative Officer

Public Attendance via Electronic Means

Chris Cameron

APPROVAL OF AGENDA
2021-02-16/01

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

New Business:

7 C – 2021 Strategic & Tactical Plan (1st Quarter)

7 D – Birch Lake Campground – 2021 Update

Councillor Reports:

8 C – Village of Innisfree Library Board – Will Oudshoorn

8 D – MD of Minburn Foundation – Will Oudshoorn

CARRIED.

DELEGATION –
ALBERTA ONLINE
INITIATIVE PROGRAM

Mayor McMann tabled the delegation to later in the meeting.

DELEGATION – VM
SYSTEMS RE: INTERNET
AT BIRCH LAKE
CAMPGROUND

Mayor McMann tabled the delegation to later in the meeting.

APPROVAL OF MINUTES
2021-02-16/02

Moved by Councillor Oudshoorn that the January 19, 2021 Regular Council Meeting minutes be approved as presented.

CARRIED.

**PAGE 2, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
FEBRUARY 16, 2021**

BYLAW NO. 662-20 –
REGIONAL
EMERGENCY
MANAGEMENT
2021-02-16/03

Moved by Councillor Oudshoorn that Bylaw No. 662-20 – Regional Emergency Management be tabled to the March 16, 2021 Regular Council meeting.

CARRIED.

REGIONAL
EMERGENCY
MANAGEMENT
MUTUAL AID
AGREEMENT
2021-02-16/04

Moved by Deputy Mayor Cannan that the Regional Emergency Management Mutual Aid Agreement be tabled to the March 16, 2021 Regular Council meeting.

CARRIED.

DELEGATION –
ALBERTA ONLINE
INITIATIVE
2021-02-16/05

Alberta Online President Heather Thiessen and Vice President, Ian Brown arrived (via zoom) at 5:12 PM.

Heather Thiessen and Ian Brown from Alberta Online made a brief presentation to Mayor and Council regarding the Alberta Online Initiative Program that is currently being offered to Municipalities across the province of Alberta.

Alberta Online is partnering with Alberta towns and cities to ensure that all the Businesses, in the Village of Innisfree and surrounding area, have an additional resource for promoting their business to consumers.

Alberta Online is a province-wide super directory that is consolidating directories for every town and city into one accurate source for finding Alberta businesses, products, and services.

After much discussion, Mayor and Council passed the following motion:

Moved by Councillor Oudshoorn that Council approve the Alberta Online Initiative Program delegation as presented. Further that Council direct Administration to contact President Heather Thiessen and Vice President Ian Brown of Alberta Online to inform them of Council's decision to partner with Alberta Online to ensure that all the Village of Innisfree's businesses have an additional resource for promoting their business to consumers as presented in email and letter dated December 4, 2020.

CARRIED.

Heather Thiessen and Ian Brown left the meeting at 5:35 PM.

Mayor McMann called for a recess at 5:42 PM.

Mayor McMann reconvened the meeting at 5:47 PM.

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FEBRUARY 16, 2021**

DELEGATION – VM
SYSTEMS RE: INTERNET
AT BIRCH LAKE
CAMPGROUND
2021-02-16/06

Arthur Beaudette from VM Systems made a brief presentation to Mayor and Council regarding the installation and cost to install internet/Wi-Fi at Birch Lake Campground. After much discussion, council passed the following motion:

Moved by Mayor McMann that Council approves this item as presented. Further that Council direct administration to conduct further research and bring forward more information regarding the installation and cost to install internet/WI-FI at the Birch Lake Campground to the March 16, 2021 Regular Council meeting for further discussion.

CARRIED.

POLICY NO. 1900-14 –
CAO EVALUATION
PROCESS POLICY
2021-02-16/07

Moved by Councillor Oudshoorn that Policy No. 1900-14 – CAO Evaluation Process Policy be approved as presented.

CARRIED.

ALBERTA MUNICIPAL
AFFAIRS LETTER
FEBRUARY 9, 2021 –
DETAILED
ASSESSMENT AUDIT
2021-02-16/08

Moved by Councillor Oudshoorn that the Alberta Municipal Affairs Letter February 9, 2021 – Detailed Assessment Audit be received as information.

CARRIED.

MEMORANDUM OF
UNDERSTANDING:
EMERGENCY
MANAGEMENT –
REGION OF MINBURN
SCHOOL DIVISION
FACILITIES
2021-02-16/09

Moved by Deputy Mayor Cannan that the Memorandum of Understanding: Emergency Management – Region of Minburn School Division Facilities be approved as presented.

CARRIED.

2021 STRATEGIC &
TACTICAL PLAN – 1ST
QUARTER UPDATE
2021-02-16/10

Moved by Councillor Oudshoorn that the 2021 Strategic & Tactical Plan – 1st Quarter Update be received as information. Further that Council direct Administration to bring this item to the March 16, 2021 Regular Council Meeting for further discussion.

CARRIED.

BIRCH LAKE
CAMPGROUND – 2021
UPDATE
2021-02-16/11

Moved by Deputy Mayor Cannan that the Birch Lake Campground – 2021 Update be received as information.

CARRIED.

**PAGE 4, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
FEBRUARY 16, 2021**

**COUNCILLOR REPORTS
2021-02-16/12**

Moved by Deputy Mayor Cannan that the listed Councillor Reports be received as information.

CARRIED.

**2021 UTILITY RATES
2021-02-16/13**

Moved by Mayor McMann that the 2021 Utility Rates be brought forward at a future regular Council meeting, once the 2020 Municipal Audit is completed.

CARRIED.

**CAO REPORT & ACTION
LIST
2021-02-16/14**

Moved by Deputy Mayor Cannan that the CAO Report, Action List and Financials be approved as presented.

CARRIED.

**CORRESPONDENCE
2021-02-16/15**

Moved by Councillor Oudshoorn that the listed item under Correspondence be received as information.

CARRIED.

ADJOURNMENT

Deputy Mayor Cannan adjourned the meeting at 8:08 PM.

Mayor

Chief Administrative Officer



Village of Innisfree Bylaw No. 662-20 Regional Emergency Management Bylaw

A BYLAW TO ESTABLISH A REGIONAL MUNICIPAL EMERGENCY MANAGEMENT AGENCY AND COMMITTEE.

WHEREAS the Village of Innisfree is required under the *Alberta Emergency Management Act 2000 Chapter E-6.8 section 11* to appoint an Emergency Advisory Committee consisting of members of the local authority and an Emergency Management Agency to act as the agent of the local authority in exercising powers and duties; and

WHEREAS the following municipalities of the Minburn Region wish to establish a Regional Emergency Plan, Regional Advisory Committee and Regional Emergency Management Agency

- Town of Vegreville
- County of Minburn No. 27
- Village of Mannville
- Village of Innisfree

NOW THEREFORE THE COUNCIL OF THE VILLAGE OF INNISFREE DULY ASSEMBLED ENACTS AS FOLLOWS:

1. Title

1.1 This Bylaw shall be known as the Regional Emergency Management Bylaw.

2. Definitions

2.1 In this Bylaw:

- a. "Act" means the *Alberta Emergency Management Act, 2000* and all amendments thereto.
- b. "Agency" means the Regional Emergency Management Agency unless stated otherwise.
- c. "All-Hazards" refers to all types of hazards including natural, technological, and human caused.
- d. "Bi-annual" occurring once every two (2) years.
- e. "Council" means the elected officials that form the municipal council of the Village of Innisfree.
- f. "Director of Emergency Management" means the person appointed by the Council of the local authority to organize the local authority's emergency management program.
- g. "Disaster" shall have the same meaning as given to it by the *Act*.

- h. “Emergency” shall have the same meaning as given to it by the *Act*.
- i. “Emergency Social Services” are services that provide for the basic essential needs of victims, evacuees and/or affected residents as may be required.
- j. “Incident Commander” means the person in control of the local authority’s Incident Command Post or a Regional Incident Command Post whose responsibility it is to oversee functions of the Incident Command Post including any municipally led Emergency Social Services.
- k. “Incident Command Post” in this Bylaw means a location for carrying out coordinated emergency or disaster response activities including planning, logistical and operational requirements. It may function as the Incident Command Post of a local authority or a regional Incident Command Post on behalf of multiple local authorities within the County of Minburn No. 27.
- l. “Local authority” and “Local authorities” refer to the authority having jurisdiction as represented by the Regional Emergency Advisory Committee and include the following:
- Town of Vegreville
 - County of Minburn No. 27
 - Village of Mannville
 - Village of Innisfree
- m. “Local Authority Emergency Management Regulation” means the *Alberta Local Authority Emergency Management Regulation 2020* and all amendments thereto.
- n. “Minister” means the Minister charged with administration of the *Act*.
- o. “Region” and “Regional” means the County and all local authorities having jurisdiction within the boundaries of the County of Minburn No. 27.
- p. “Regional Emergency Advisory Committee” means the Committee comprised of council members of the regional local authorities that advise on development of emergency plans and programs.
- q. “Regional Emergency Management Agency” is the agency appointed to act as the agent of the regional local authorities in exercising the regional authorities’ powers and duties under the Emergency Management Act of Alberta. Provides feedback, guidance and expertise regarding the regional emergency management plan and program.
- r. “Regional Emergency Plan” refers to the document created to guide the actions of the local authorities herein during an emergency.

3. Council

3.1 Council hereby agrees to establish a Regional Advisory Committee to advise on the development of the regional emergency plan and program.

3.2 Council agrees to establish a Regional Emergency Management Agency to act as the Agency of the local authority in exercising their powers and duties as described in the *Act* and

the *Local Authority Emergency Management Regulation*. This does not include the power to declare, renew or terminate a state of local emergency.

3.3 Council shall:

- a). Appoint a Director of Emergency Management.
- b). Appoint one (1) member of Council to the Regional Emergency Advisory Committee and appoint at least one (1) other Council member as an alternate.
- c). Pursuant to the *Act* provide for the payment of expenses of locally appointed members of the Regional Emergency Advisory Committee.
- d). Annually review and approve the Regional Emergency Management Plan.
- e). Complete any courses as prescribed by the Managing Director of the Alberta Emergency Management Agency in accordance with the *Act* and any amendments thereto.

3.4 Council may:

- a). Appoint a Deputy Director of Emergency Management.

4. Regional Emergency Plan

4.1 The Regional Emergency Plan shall be an all-hazards plan that details the regional emergency response structure, hazard and risk analysis, training and exercise schedule, emergency communications, provision of emergency social services and guidelines for implementation and activation of the plan.

4.2 The Regional Emergency Plan may be activated in whole or in part as required to respond to a potential, imminent or occurring emergency, disaster, or special planned event.

5. Regional Emergency Advisory Committee

5.1 A Regional Emergency Advisory Committee is hereby established and shall consist of a municipal Councillor appointed by each of the local authorities having jurisdiction as set forth within this Bylaw.

5.2 The Committee will be chaired by a council member appointed to the Committee from one of the representative regional local authorities. This position will be rotated on a bi-annual basis.

5.3 The Regional Emergency Advisory Committee will meet at least annually.

5.4 Each member will have one (1) vote regarding any matter presented before the Committee. Appointed alternate Committee members may vote in absence of the primary appointed member for their jurisdiction.

5.5 Decisions will be passed by a majority vote. A quorum of the Committee shall be at least three (3) members.

5.6 Any disputes will be resolved in accordance with Roberts Rules of Order.

5.7 The Regional Advisory Committee shall:

- a). Provide policy direction, guidance, and oversight to the Regional Emergency Management Agency.

- b). Each member will act as a liaison between the Committee and their local authority by communicating information from each meeting and bringing forth items requiring Council decision or approval to their elected Council on behalf of the Committee.
- c). Annually review the Regional Emergency Plan after review by the Regional Emergency Management Agency as per section 7.8 (d) of this Bylaw.
- d). Annually provide a copy of the reviewed Regional Emergency Plan for review and final approval to each Council.
- e). Make the Regional Emergency Management Plan available to Alberta Emergency Management Agency for review and comment.
- f). Review and where appropriate approve annual objectives of the Regional Emergency Management Agency.
- g). Review any corrective or after-action reports submitted by the Regional Emergency Management Agency and determine process for approval where appropriate.

5.8 During an emergency or disaster the Advisory Committee will:

- a). Provide support to the Incident Command Post by establishing clear lines of communication and liaising with regional Council members.
- b). Provide policy oversight as needed.

6. State of Local Emergency

6.1 Each local authority shall at all times retain authority for the power to declare, renew or terminate a state of local emergency for its respective jurisdiction.

6.2 A state of local emergency may be declared by any of the following:

- Mayor/Reeve and Council.
- In the absence of a quorum of Council, a state of local emergency may be declared by any two (2) elected officials or the Mayor/Reeve of the declaring jurisdiction.

6.3 A resolution for a declaration of a state of local emergency shall be made by the elected Council of the governing authority having jurisdiction.

6.4 Immediately following a declaration of a state of local emergency, the public within the jurisdiction shall be notified by any means of communication most likely to make known to residents the details of the declaration. A state of local emergency lapses after seven (7) days unless it is renewed or terminated.

6.5 The local authority having jurisdiction may by resolution apply to have a State of Local Emergency renewed.

6.6 When in the opinion of the local authority an emergency no longer exists, it shall be terminated by resolution and the details of such immediately made public by the most effective means of communication for the population of the area possible.

6.7 All members of Council shall be notified of the declaration, renewal, or termination as soon as practicable.

6.8 In the event that an incident is significant enough that it may overwhelm the local authority or in which an incident affects more than a single local authority a regional Incident Command

Post may be activated to provide additional support and better organize a regional response and resources.

7. Regional Emergency Management Agency

7.1 There is hereby established a Regional Emergency Management Agency to act as the Agency of the local authorities in exercising their powers and duties under the Act.

7.2 The Agency is responsible for the administration of the Regional Emergency Management Program.

7.3 Members of the Regional Emergency Management Agency shall include:

- All appointed Directors of Emergency Management and Deputy Directors of Emergency Management within the region.
- All designated members of municipal Incident Command Posts.
- Representatives from public and private organizations or other stakeholders who may provide expertise or assist with emergency management activities within the region as invited by the Chair of the Agency.

7.4 The Agency shall be chaired by an appointed Director of Emergency Management from within the region on an annually rotating basis by motion of Agency members.

7.5 The Regional Emergency Management Agency shall meet at least quarterly but may meet more often as determined by the Chair of the Agency.

7.6 The Agency shall utilize the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency.

7.7 The Agency shall report to the Regional Emergency Advisory Committee at least once (1) per year and provide an update on the Agency's review of the regional emergency plan and program.

7.8 The Agency shall:

- a). Coordinate the provision of services and operations in preparation for and during an emergency.
- b). Coordinate annual training and exercises for members of the Regional Emergency Management Agency as per of the *Local Authority Emergency Management Regulation 2020* and any amendments thereto.
- c). Set annual objectives for the Regional Emergency Management Agency and submit to the Regional Emergency Advisory Committee for approval.
- d). Annually review and as necessary update the Regional Emergency Plan to ensure it meets changing regional capacities and all provincial requirements pursuant to the *Local Authority Emergency Management Regulation 2020* and any amendments thereto. Submit to the Advisory Committee annually following review and any updates.
- e). Ensure that in the event of an emergency or disaster incident a group of individuals is designated under the Regional Emergency Management Plan to act on behalf of the Agency.
- f). Identify corrective actions following Incident Command Post and Emergency Social Services activations or exercises.

7.9 Municipally employed Agency members who have been assigned responsibilities respecting implementation of the Regional Emergency Plan shall participate in:

- a). Annual emergency training exercises as requested by the Director of Emergency Management.
- b). Training as required by the Managing Director of Alberta Emergency Management Agency or as requested by the Director of Emergency Management.

8. Director of Emergency Management

8.1 Each local authority within the region shall by resolution appoint a Director of Emergency Management to act on their jurisdiction's behalf as per the *Act*. At the discretion of each local authority a Deputy Director of Emergency Management may be appointed in addition to the Director of Emergency Management.

8.2 Each appointed Director of Emergency Management or in their absence Deputy Director of Emergency Management within the region shall assume the following roles and responsibilities for the jurisdiction to which they have been appointed:

- a). Be prepared to assume the role of Incident Commander in the event that an Incident Command Post is partially or fully activated.
- b). Oversee municipally led emergency response operations including:
 - Acting as director of emergency operations.
 - Coordinating all emergency services and other resources used in an emergency.
- c). Oversee municipally led recovery operations where directed by Council.
- d). Coordinate a debrief for personnel involved in any incident activations and compile a corrective or after-action report with tasks and dates for completion assigned for review and approval by Council and/or the Regional Advisory Committee as appropriate.
- e). Is prepared to respond to an Incident Command Post within the Region to provide relief capacity for the acting Director of Emergency Management.
- f). Participate in assigned rotation as Chair of the Regional Emergency Management Agency as per section 7.4 of this Bylaw.
- g). Participate as an active member of the Regional Emergency Management Agency.
- h). Complete any courses prescribed by the Managing Director of the Alberta Emergency Management Agency within the designated timeframe.

9. Financial

9.1 Council may:

- a). By bylaw which is not advertised borrow, levy, appropriate and expend all sums required for its share of the operation of the Regional Emergency Management Advisory Committee and Regional Emergency Management Agency.
- b). Authorize and expend such monies as required to prepare, respond to, and recover from an emergency.

- c). Enter into agreements and make payments to persons or organizations for emergency management services including development and implementation of plans, programs, or portions thereof.
- d). Make applications for grants or other funding applicable to the development of emergency plans or programs including but not limited to mutual and/or regional aid plans and programs.
- e). Enter into agreements with other regional districts or municipalities for the purpose of mutual aid, emergency assistance or coordination of emergency preparedness, response or recovery initiatives or resources.

10. Indemnification

10.1 No action lies against the local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Alberta Emergency Management Act 2000* and any amendments thereto or this Bylaw under a declaration of a state of local emergency.

11. Repealed

Bylaw No. _____ is hereby repealed.

INTRODUCED AND READ a first time this ___ day of ___, 20___.

READ a second time this ___ day of ___, 20___.

READ a third time and adopted this ___ day of ___, 20___.

Mayor

Chief Administrative Officer

Regional Emergency Management Mutual Aid Agreement

BETWEEN THE SIGNATORY MUNICIPAL CORPORATIONS



1. Definitions

1.1 In this Agreement the following words and terms have the following meanings:

- a. "Act" means the Alberta *Emergency Management Act, 2000* and all amendments thereto.
- b. "Assisting Party" the Party or Parties that has received and/or responds to a request for mutual aid assistance made under this Agreement.
- c. "Authorized Signature" a person who has been authorized to represent a Party as it pertains to this Agreement.
- d. "Director of Emergency Management" means the person appointed by the Council of a local authority listed within this Agreement to organize the local authority's emergency management program.
- e. "Disaster" shall have the same meaning as given to it by the *Act*.
- f. "Emergency" shall have the same meaning as given to it by the *Act*.
- g. "Hosting Arrangements" in this Agreement means provision of emergency social services for affected residents in a community other than their own from which mutual aid has been requested.
- h. "Incident Command System" an organizational management system under which personnel have been organized for emergency and disaster response activities.
- i. "Local authority" and "Local authorities" refer to the authority having jurisdiction within the boundaries of the County of Minburn No. 27 and include the following:
 - Town of Vegreville
 - County of Minburn No. 27
 - Village of Mannville
 - Village of Innisfree
- j. "May" does not indicate a requirement under this Agreement but an optional response or action of a Party or Parties under this Agreement.
- k. "Mutual Aid" means an agreement to provide emergency management resources where practical and possible under this Agreement.
- l. "Party" or "Parties" means a local authority that has approved and implemented this Agreement.
- m. "Region" and "Regional" means the County and all local authorities having jurisdiction within the boundaries of the County of Minburn No. 27 including the following:
 - Town of Vegreville
 - County of Minburn No. 27
 - Village of Mannville
 - Village of Innisfree

- n. "Regional Emergency Advisory Committee" the Committee comprised of council members of the regional local authorities that advise on development of emergency plans and programs.
- o. "Regional Emergency Management Agency" the Agency appointed to act as the agent of the regional local authorities in exercising the regional authorities' powers and duties under the *Emergency Management Act* of Alberta.
- p. "Regional Emergency Response Plan" refers to the document created to guide the actions of the local authorities herein during an emergency.
- q. "Requesting Party" the Party that requests mutual aid from another Party or Parties under this Agreement.
- r. "Shall" indicates a required obligation under this Agreement and is used interchangeably with "will" and "must".

2. Purpose

2.1 Where an emergency or disaster exceeds or has the potential to exceed the capacity of one or more of the signatory municipalities to adequately respond or additional resources are required to support the response, mutual aid as described herein may be requested by the affected municipality or municipalities and provided pursuant to the conditions within this Agreement.

3. Exclusions & Limitations

3.1 Mutual aid will not be requested to compensate for day-to-day operational or resource shortfalls.

3.2 Notwithstanding section 3.1, a local authority is not required to have activated its own emergency response plan, Regional Emergency Response Plan nor Incident Command Post prior to requesting mutual aid. It is understood that no two disaster/emergency situations are the same and therefore mutual aid shall be situation dependent.

3.3 This Mutual Aid Agreement is separate from any existing Fire Service Mutual Aid Agreements and does not void, negate, or replace any such agreements.

4. Scope of Authority

4.1 Any amendments to this Agreement are subject to the approval of each Council representing the municipal signatories. Amendments must be agreed upon by all Parties by authorized municipal signature and date before coming into effect.

4.2 In the event an incident affects only one (1) municipality the local Director of Emergency Management will serve as the Incident Commander and at his/her request shall be supported by resources of the Regional Emergency Management Agency.

4.3 In the event an incident affects more than one (1) municipality within the Region, a regional Incident Command Post shall be activated and one (1) or more Directors of Emergency Management from the affected areas appointed by majority vote of Agency members present to lead the response.

5. Requests For Assistance

5.1 All requests for mutual aid assistance will be made by an authorized employee or designate of the requesting jurisdiction.

5.2 Requests shall be made in writing. Where time is of the essence, a verbal request for assistance will be followed by a written request from the Requesting Party as soon as practical.

5.3 All Requests for Assistance will be submitted to the appointed Director of Emergency Management or designate of the Assisting Party. In absence of the Director of Emergency Management or designate, requests for assistance will be submitted to the Chief Administrative Officer.

5.4 Prior to activation of mutual aid notice of the request will be provided to the Assisting Party's municipal Council.

5.5 The following types of resources may be requested for mutual aid assistance:

- Equipment
- Material and supplies
- Personnel
- Use of facilities
- Hosting arrangements
- Other items or assistance where mutually agreed upon.

6. Personnel Provisions

6.1 It is agreed that the Requesting Party is responsible for accommodations including food, refreshments, rest areas and lodging if applicable for personnel of the Assisting Party.

6.2 If any of the aforementioned personnel provisions cannot be provided, the Assisting Party shall be notified at the time of the request in order to assess their ability to provide self-sufficient personnel with appropriate provisions.

7. Provision of Assistance

7.1 Only those resources requested from the Assisting Party shall be deployed.

7.2 Based on an assessment of its capacity to provide requested resources the Assisting Party shall ensure that adequate protection, supplies, and other resources remain in place for its own jurisdiction prior to committing resources to the Requesting Party.

7.3 Provision of assistance will be at the unfettered discretion of the Assisting Party who reserves the right to:

- Not provide any assistance.
- Provide limited assistance.
- Provide assistance as requested.

7.4 Upon determination of resources that will be provided to the Requesting Party, the Assisting Party may confirm in writing the resources to be provided and an estimated timeframe for

arrival. Where time is of the essence resources may be confirmed verbally and followed by written confirmation.

7.5 The Assisting Party may at any time withdraw resources provided as it sees fit.

8. Deployed Resources

8.1 The Parties agree that the Assisting Party's personnel or other resources shall remain under the direct control of the Assisting Party but will be under the authority of the Requesting Party for operational purposes throughout the duration of deployment.

8.2 The Parties agree that the Requesting Party shall not be deemed the employer of the Assisting Party's personnel.

8.3 Personnel deployed by the Assisting Party will report and abide by the command-and-control structure set forth by the Requesting Party and will function according to the lines of authority within that structure.

8.4 The Requesting Party is considered responsible for personnel supplied by the Assisting Party until their return to home base.

8.5 Each Party shall maintain its own equipment for safe operational use.

9. Conduct

9.1 Personnel shall not self-deploy or freelance at any time. There will be no reimbursement for self-deployed or freelancing personnel, equipment, or other resources.

9.2 Requested personnel will travel only on approved transportation routes and not venture into restricted areas.

9.3 All personnel shall follow any identified safety protocols and ensure the safety of themselves, other responding or assisting personnel and the public remains a priority.

9.4 Assigned personnel shall be qualified to complete the tasks for which they are being deployed. In the event personnel are assigned to a task for which they are not qualified or comfortable in completing it is up to individual personnel to report this to their direct supervisor at the incident.

9.5 Requested personnel will respect other team and/or personnel's capabilities and limitations.

9.6 All personnel must be fit for duty and may be denied access to assist by the Requesting Party if deemed unfit.

9.7 Photos of victims or other affected members of the public are prohibited.

9.8 Requested personnel shall not remove items from a work area for souvenir purposes nor take photos in unauthorized areas.

9.9 Requested personnel shall not post pictures, video or confidential incident documents to public platforms including but not limited to social media without express prior approval and consent from the authority having jurisdiction.

10. Confidentiality

10.1 All information obtained by the Assisting Party while aiding the Requesting Party shall remain confidential as part of the Requesting Party's property. Disclosure of any such information shall be at the discretion and approval of the Requesting Party except where requirements of the law apply which may include but not be limited to documentation subject to the Freedom of Information and Protection of Privacy Act.

11. Reimbursement

11.1 All costs for assistance are to be paid by the Requesting Party.

11.2 Equipment and material costs shall be calculated based on each local authority's listed fee schedules. Where there is no such fee schedule or there are disagreements on costs billed, the rate schedule as published by Alberta's Ministries of Infrastructure and Transportation shall be utilized. If applicable, sales tax will be applied to all costs.

11.3 Personnel costs shall be reimbursed according to their positions and the current pay rate of the Assisting Party. Personnel shall not be expected to provide mutual aid assistance at a rate of pay lower than that which they receive from their municipality at the time of deployment.

11.4 The Assisting Party shall provide an invoice itemizing resources supplied including description of costs tallied based on established rates, dates, hours and/or quantities.

11.5 Additional costs incurred by personnel may include mileage costs accrued through travel to and from personnel incident reporting locations.

11.6 An Assisting Party may waive full or partial reimbursement costs of resources, personnel loss, or damages to the Requesting Party. The Assisting Party should notify the Requesting Party of their intention to waive any such costs as soon after the incident as possible.

11.7 Any account that is unpaid past ninety (90) days of receipt of the invoice shall be subject to the interest rate stipulated on the Assisting Party's invoice which shall not exceed the Bank of Canada rate at the date of invoice plus two percent (2%) per annum until paid.

11.8 Extensions to deadlines for payment may be extended past ninety (90) days upon approval from the Assisting Party.

12. Documentation & Resource Tracking

12.1 All requested resources and personnel shall be documented and tracked as best as possible by the Requesting Party.

12.2 Notwithstanding 12.1, the Assisting Party is responsible for tracking resource time and costs for later reimbursement and invoicing purposes.

13. Liability

13.1 Each Party shall hold throughout the entirety of this Agreement general liability insurance of not less than \$5,000,000 per occurrence for personal injury, public liability and/or property damage. A copy of the Certificate of Insurance indicating such shall be provided at the request of any of the Parties herein.

13.2 Each Party shall maintain their own vehicle and equipment insurance coverage of not less than \$2,000,000 per incident.

13.3 All insurance policies shall be primary and not contributory.

13.4 Any changes or cancellations to policy terms which reduce coverage amounts shall be provided in writing to all other signatory Parties of this Agreement.

13.5 The Assisting Party shall not be held liable for:

- Failure to respond to a request for assistance or failure to provide assistance.
- Failure to respond or provide assistance within an identified timeframe.
- Any claims that result from a Party's refusal to provide assistance.

14. Indemnification

14.1 Each of the Parties agree to indemnify and save harmless each of the other Parties for any damage or claims of any nature due to any act done in good faith in the performance of this Agreement. This includes but is not limited to all claims, losses and costs resulting in any injury, death and/or damage to any property. This excludes damage or loss caused by the gross or wilful misconduct of any of the Parties in the performance of their duties under this Agreement.

14.2 In the event of any dispute arising under this Agreement which cannot be resolved by mutual agreement between the respective Parties the same shall be submitted to arbitration. The decision rendered in respect of the proceedings shall be binding upon the respective Parties. The cost of the arbitrator will be shared equally by the Parties involved in the dispute.

15. Term

15.1 This Agreement is considered effective when it has been signed by each of the signatory Parties.

15.2 Any Party may withdraw from this Agreement given thirty (30) days' written notice to the other Parties. A notice will be considered to have been received within ten (10) days from the postage date.

16. Binding Agreement

16.1 This Agreement shall supersede any and all previous emergency and disaster mutual aid agreements with the exception of the aforementioned fire services agreements whether oral or written among the Parties.

IN WITNESS WHEREOF the signing officers on behalf of the Parties give authorization to this Agreement by their signature.

Town of Vegreville

(Printed Name)

(Title)

(Date)

(Signature)

County of Minburn No. 27

(Printed Name)

(Title)

(Date)

(Signature)

Village of Mannville

(Printed Name)

(Title)

(Date)

(Signature)

Village of Innisfree

(Printed Name)

(Title)

(Date)

(Signature)

Good morning!

First of all, thank you for letting me attend the council meeting last night.

Secondly, I've written out my thoughts on what Arthur from VM Systems said about wifi at the campground, and also what my interest is in the system. It ended up being pretty long, so I apologize for that.

Up front notes:

1. I'm offering to install wifi at the Innisfree campground, and I may not be as impartial as I think when I talk about VM Systems.
2. This email and everything in it was unsolicited. As in, no one has asked for my opinion on this.
3. I have no problem with this email being forwarded to other people.

Regarding what Arthur from VM Systems has said

If money isn't a problem, I think VM Systems is a great option to go with. I like that they offered to donate the internet access and I feel it shows a good understanding on their part that they're working with a small village.

Also, doing "wifi at the campground" in stages seems reasonable and a way to spread out the cost. If \$5,000 this year will get you internet at the office only, it seems like an opportunity to set up a little hang out area for campers where they can get wifi and buy snacks (beer?).

As well, if that tower by the rec center is tall enough, I would imagine moving that could save some money.

Regarding wifi to the campsites

As Arthur mentioned, this is a big unknown. Without VM Systems providing a price estimate for that, it might be hard to know whether the price tag will be too much for the village. Providing an accurate estimate might be hard without a site survey, and doing a site survey before there are leaves on the trees might not be very helpful.

I don't know what VM Systems will propose, but I can think of several solutions that vary in price (and the quality of the network that would result). So, if they did come back with a really high number, you could probably prod them to come back with some compromise of price/quality.

Questions that would be reasonable to ask of any wifi installation:

- Who is doing the on going support?
 - How much will that cost?
 - What does it include? In particular, who will be fielding support requests from campers?
- Will it be possible to provide those with RVs and/or longer-term campers their own access point?

- They have the highest chance of receiving a weak signal, but also the highest interest in a quality connection

Just general thoughts:

- All of this equipment will be sitting unused for more than half the year
- All this equipment is expensive, relatively small, and easy to steal

Clarifying what I'm willing to do

What I want (to be blunt) is to design, install, and maintain a reasonably complex wireless network. I'm offering to cover the expense of:

- My time for planning, installing, and at least the first year of making sure it runs well
- Equipment and installation (which I would own)

I would not cover the expenses of:

- Any tower that would be needed
- Any cabling that went in the ground
- Pretty much anything that isn't my time, or that I can't take with me

I'm open to negotiating:

- How the installed system could have ownership transferred to the village.
- How the internet access required for the system - a monthly fee - would have its costs covered.
- Signing a contract to make this much more formal

The risks to the town (off the top of my head):

- I may not succeed.
 - I may not be able to find an internet provider willing to shoot a signal at the campground for a price we want to pay
 - I may underestimate the difficulty in getting reliable wireless internet to each campsite
- I may succeed, but poorly
 - Angry campers who expected working wifi, but only got half-working wifi
 - Might be a reputation consideration for the campground
- I may succeed, but be late
 - Might be the biggest risk for the office, if they had made plans that anticipated a reliable internet connection
- I might not be a trustworthy guy

- I acknowledge this is an unusual offer, I'm relatively unknown around here, and that it might be hard to confirm whether or not I have the skills to do this.
- Aside from questions about my technical skills, there's also the chance I'd be a poor person to work with (which, I'm sure we can all imagine ways that could go wrong).

The benefits:

- I think the big price tag for VM Systems will come when they tell you the bill for their time. I'm offering to work for free.
- I live 10 minutes away from the campground, so problems could potentially be handled more quickly.
- Much more flexible. This might be a benefit mostly if price becomes an issue. By flexible, it could be in terms of how things get installed, how the internet is brought in, or even what the network ends up being used for.

My last bullet point:

- If the village is interested in me doing this, I can make a proper sales pitch regarding my plans and try to convince everyone I'm qualified.

At the end of the day...

I'm happy to help in any capacity, but I imagine VM Systems will want to be left to do their job on their own. So, I don't see much interest in some hybrid solution of them doing X and me doing Y.

Finally, if VM Systems is offering to do a site survey under the assumption the village is serious about having them install wifi at the campground, I'd either be sure that you did plan to use VM Systems, or that they were aware that I'm offering to do their job for free. A proper site survey of the campground (which might be needed to get a solid price estimate for internet to the campsites) would be at least a day of a person slowly wandering around the campground, freezing their fingers. A good working relationship with VM Systems is probably worth a lot.

Email or call me with any questions, and don't worry about telling me "thanks, but no thanks" if that's what you're feeling - surely I'll find someone who wants my free wifi!

Chris
780 655 9430

Hi Brooke,

I will do a path study to figure out how tall a tower would need to be to reach our internet at the hill. I will try to send that to you ASAP so we can figure out the next best steps. It's only 1.5 km to the tower, but the hill could be an issue.

For Internet and WiFi at the office, that is easy. It's a \$60 router that sits on a desk.

Extending it to the camp sites would be a challenge and I would have to actually walk through with a map to make a plan. We would also need to use AC power at various points. That would be an interesting project and I would like to work on that with you.

For the office only, if you installed the tower or whatever might be needed to mount an antenna for us to get a signal to you, we would provide the service to you at no charge. If you wanted to add a guest network or camp sites, we would have to negotiate something. I'm not sure you want a pack of teenagers huddled around the office at all hours of the day and night, and that could strain the important things. :-) Typically for a service like that which is shared out, it's \$300 for a 10 Mbps connection dedicated to you.

With Internet there, you can also do things like have security cameras you can view from the office. We can pretty much monitor anything you need although your requirements may be very modest.

To do a system where campers are charged, I would prefer to partner with you. This function is just an addition to any network that you build there. We can decide on a fair rate and then a revenue share so that we both are happy.

We do something similar at the Vegreville Ag Grounds for their events. People LOVE the basic free WiFi and a handful of people buy faster speeds where available if they are camping for the night.

Do you have a map of the grounds with power and water marked? The google map is OK but low resolution and in winter.

Also, if you are planning upgrades there that involve digging or adding posts etc. we should chat. In general, any time you plan on digging or building, it doesn't hurt to chat with us as your IT provider.



Brooke Magosse

2021-01-25 9:37 AM

Hello,



COVID-19: Learn how we're supporting communities and helping Canadians stay connected.



- Administration spoke to a telus Rep, smart HUB is available under a 'small Business' Account.
- Refund is available ~~up~~ up to 30 days after Purchase.
- Can disconnect HUB during off season to save on cost.

Your ideal rural home internet solution.

Fast, reliable home internet. No kidding

TELUS Smart Hub is an easy, out-of-the-box home Wi-Fi solution that you can install in mere minutes. It utilizes the TELUS LTE Network to provide fixed high speed internet access to rural households

Get Smart Hub

Features



Powered by the TELUS LTE Network





Download speeds up to 25 Mbps (Please refer to our internet traffic management practices for full details) ¹



Large data allowance rates start at just \$65 per month.



High speed Wi-Fi that lets you connect multiple devices ²

Get the Smart Hub device



2 year term

\$ 10 /month ³

No term fee

\$ 270



Pay \$10/month for 24 months with TELUS Easy Payment with 0% interest. Plus get a \$30 device subsidy. Taxes and \$45 connection fee extra.

Taxes and \$45 connection fee extra

Rural Home Internet Plans

Order now and get double the data on our existing plans ⁴. Additional data usage is \$10 per 5GB with all plans.

If you are a Quebec client, please contact us at 310-1212.

2 year term

 100GB (was 50GB) monthly data

\$ **65** /mo.

for 24 months, then \$70/mo.

2 year term

 500GB (was 250GB) monthly data

\$ **80** /mo.

for 24 months, then \$85/mo.

2 year term

 1TB (was 500GB) monthly data

\$ **115** /mo.

for 24 months, then \$120/mo.



No term

↑ 100GB (was 50GB) monthly data

\$ 70 /mo.

No term

↑ 500GB (was 250GB) monthly data

\$ 85 /mo.

No term

↑ 1TB (was 500GB) monthly data

\$ 120 /mo.

Is TELUS High Speed Internet with Smart Hub available where you live?

Please ensure you qualify your service location:

✓ Your service location is where your Smart Hub's fixed internet



connection is located.

- ✓ Your home address may not accurately represent your service location.
- ✓ The recommended way to qualify your service location is to use the FindMyLocation option with a smartphone while you are at the intended area of service.



Check service availability using one of these options

Legal Land Description
▼

Legal Land Description (Alberta only)

Input your LLD section in the format shown without letters i.e. input 1-87-18-4 not 1-87-18-W4. The result is for the center of the LLD. Click on the map to refine your location.

34-51-11-4

- I agree with the [telus.com user terms](#) and authorize TELUS to use my address for network services planning and to send me information about promotions, special offers and news about TELUS events and services. The

provided information will be held in accordance with the [TELUS privacy policy](#).



Go

Your location: 53.36385, -111.52250

Close to 50502 HIGHWAY 870, INNISFREE AB T0B

Is your address in the correct location in the map? Change location by dragging the pin.



Qualification result

Smart Hub is available at your location.

Your address:

34-51-11-4

You are ready to connect your home to the TELUS LTE network. Get started and build your plan for Smart Hub.



VILLAGE OF INNISFREE
2021
STRATEGIC PLAN



1st Quarter & 2nd Quarter

INTRODUCTION

Innisfree is a friendly, community driven Village, nestled in the heart of Kalyna Country. Innisfree is sometimes called “The Hidden Village”, as it is tucked away on the side of a ridge, north of the Yellowhead Highway (Highway 16). Located 1 hour, 15 minutes east of Edmonton and 1 hour west of Lloydminster, Innisfree is perfect for a day-trip or weekend retreat, a leisurely break while enroute on the yellowhead Highway or a memorable holiday in a distinctive part of the Canadian Prairies. 100 years strong, Innisfree is a community rich with history and pride. Innisfree has a rural district population of 1250, a Village population of 220 and economic activity that revolves around the agriculture and oil and gas industries.

VISION

“Innisfree is a safe and healthy place to establish roots, promotes sustainable development and active lifestyles.”

MISSION

“Innisfree, a progressive community supported by local partnerships – committed to better living”

VALUES			
TRUST <i>is our mutual goal.</i>	EFFICIENCY <i>is the best use of our resources.</i>	COLLABORATION <i>is working together for a common goal.</i>	INTEGRITY <i>is acting with honesty.</i>



Strategic Priority #1 – Partnerships and Collaboration

Key Objectives:

1. Partner with the Innisfree Fire Department to utilize the department members to benefit our community.
2. Collaborate and show support to local organizations in the community (Ag Society, Ukrainian Dance, Library, Etc.) during COVID-19.
3. Collaborate with our Local FCSS Department.

Strategic Priority #2 – Safe, Healthy and Fun Community

Key Objectives:

1. Support and advocate for RCMP.
2. Host events that promote the Village, but also involve the community (Canada Day, Pizza Nights, Etc.). Keeping in mind COVID-19 restrictions and regulations.
3. Development of the Community Garden.

Strategic Priority # 3 – Ensure Viability

Key Objectives:

1. Update the timeline outlining the nine recommendations found in the Viability Plan
2. Update and promote a 10 Year Capital Plan outline failing Infrastructure as per the 2016 AMEC/Foster Audit Report.
3. Follow up with Municipal Affairs on June 1 of each year, for 4 consecutive years, to report completed or none completed tasks mentioned in the timeline set out in objective 1 and 10 year capital plan set out in objective 2.
4. Ensure Campground & Recreation Park is properly maintained to ensure it remains a viable resource for our community and surrounding areas.
5. Ensure the Village of Innisfree actions/follows recommendations from M.A.P Review conducted in September 2020.

Strategic Priority #4 – Resident Communication and Engagement

Key Objectives:

1. Hold at least 1 Public Hearings every year (preferably in June or November).
2. Ensure all Social Media is current and up to date (i.e. Website, Facebook, etc.)
3. Promote monthly Council meeting highlights in the Innisfree Informer, Utility Newsletter as well as all social media sources.

.....

See attached:

Schedule “A” – Tactical Plan

Schedule “B” – Ministerial Order

Schedule “C” – MAP Review Action List

Schedule “D” – 2021 Interim Budget and 2022-2025 Budget Forecast

Schedule “E” – 2019 Financial Statement



Village of Innisfree

5016 – 50 Avenue

Box 69

Innisfree, AB

T0B 2G0

Phone: (780) 592-3886

Strategic Priority #1 – Partnerships and Collaboration

1.1 Partner with the Innisfree Fire Department to Utilize the department members to benefit our community.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Touch base with Innisfree Fire Department members and discuss events that the Village/Fire Department can collaborate on.
2 nd Quarter Update (April-June): <ul style="list-style-type: none">• Administration will continue to collaborate with the Innisfree Fire Department members.• Village of Innisfree, Village of Mannville and County of Minburn are collaborating on Member Recruitment. The Village's and County will be advertising (Radio, Social Media, Local Newspaper, etc.) to recruit new members to join our Fire Department(s).
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Strategic Priority #1 – Partnerships and Collaboration

1.2 Collaborate and show support to local organizations in the community (Ag Society, Ukrainian Dance, Library, Etc.) during COVID-19.

1st Quarter Update (Jan-Mar):

- Advertise events that the local organizations are hosting on our website/social media.
- Involve local groups in Village events.

2nd Quarter Update (April-June):

- The Village has received Grant Funding (Municipal Operating Support Transfer) to use towards COVID-19 related expenses. Administration has brought forward, to Council, the idea of transferring a portion of the funds to our local (not-for-profit) organizations, to show our support during the COVID-19 pandemic. Funds transferred to the local organizations can be used towards revenues lost, PPE, Etc.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #1 – Partnerships and Collaboration

1.3 Collaborate with our Local FCSS Department.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Advertise events/announcements the FCSS is hosting.• Touch base with FCSS Director to plan how the FCSS Department and the Village of Innisfree can collaborate.
2 nd Quarter Update (April-June): <ul style="list-style-type: none">• Administration will continue to advertise events/announcements the FCSS is hosting.• Administration will continue to touch base with the FCSS Director to plan/collaborate with the FCSS Department.
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Strategic Priority #2 –Safe, Healthy and Fun Community

2.1 Support and advocate for RCMP

1st Quarter Update (Jan-Mar):

- Continue inviting the RCMP Department to events in our community.
- Invite the RCMP Department to continue attending our Regular Council meetings, on a quarterly basis, to discuss crime Statistics and changes within the department.

2nd Quarter Update (April-June):

- Administration will continue to invite the RCMP Department to events in the community.
- RCMP Detachment will continue to attend our Regular Council meetings, on a quarterly basis, to discuss crime statistics and changes within the detachment.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #2 –Safe, Healthy and Fun Community

2.2 Host events that promote the Village, but also involves the community. Keeping in mind COVID-19 restrictions and regulations.

1st Quarter Update (Jan-Mar):

- Family Day Photo Contest.
- More events to come (Covid-19 Friendly).

2nd Quarter Update (April-June):

- Administration will start planning for Canada Day (Late April / Early May).

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #2 –Safe, Healthy and Fun Community

2.3 Development of the community garden.

1st Quarter Update (Jan-Mar):

- Administration has narrowed down a location for the Community Garden.
- Administration has begun preparing for the Community Garden.

2nd Quarter Update (April-June):

- Administration & Public Works will continue to plan and prepare for the opening of the Community Garden.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #3 – Ensure Viability

3.1 Update the timeline outlining the nine recommendations found in the Viability Plan.

1st Quarter Update (Jan-Mar):

- Updates will be made and will be presented to Council at a future meeting.
- Deadline to submit timeline to Municipal Affairs is June 1, 2021.

2nd Quarter Update (April-June):

- Updates will be made and will be presented to Council at a future meeting.
- Deadline to submit timeline to Municipal Affairs is June 1, 2021.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #3 – Ensure Viability

3.2 Update and promote a 10 Year Capital plan outlining failing infrastructure as per the 2016 AMEC/Foster Audit Report.

1st Quarter Update (Jan-Mar):

- Interim 10, 20 and 30 Year Capital/Infrastructure Plan was brought to Council at the December 15, 2020 Council meeting.
- Deadline to report the Final/Approved 10, 20 and 30 Year Capital/Infrastructure Plan is June 1, 2021.

2nd Quarter Update (April-June):

- Final Budget, including the 10, 20 and 30 Year Capital/Infrastructure Plan, will be prepared and presented to Council in May 2021.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #3 – Ensure Viability

3.3 Follow up with Municipal Affairs on June 1 of each year for 4 consecutive years, to report completed or none completed tasks mentioned in the timeline set out in objective 1 and the 10 year Capital Plan set out in objective 2.

1st Quarter Update (Jan-Mar):

2nd Quarter Update (April-June):

- Follow-up will be made by May 29, 2021 to ensure the Village is in compliance with the Minister of Municipal Affairs Ministerial Order MSL:095/18.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #3 – Ensure Viability

3.4 Ensure Campground & Recreation Park is properly maintained to ensure it remains a viable resource for our community and surrounding areas.

1st Quarter Update (Jan-Mar):

- Ensure contactor is in line to start shingling the Administration roof, at the campground, in early Spring.
- Researching the possibility of having internet installed and campground.

2nd Quarter Update (April-June):

- Administration will be re-advertising for the Administration Roof, at the Campground.
- New program will be implemented, prior to the opening of the campground, to allow for online bookings.
- Contractors have been selected to manage the Campground/Recreation Park.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #3 – Ensure Viability

3.5 Ensure the Village of Innisfree actions/follows recommendations from M.A.P Review conducted in September 2020.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Administration continues to work on the recommendations that were brought forward during the M.A.P Review that was conducted in September 2020.• Further updates will be brought to Council’s attention once completed.
2 nd Quarter Update (April-June): <ul style="list-style-type: none">• Changes have been made to the M.A.P Review action list (see attached report).
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Strategic Priority #4 – Resident Communication and Engagement

4.1 Hold at least 1 Public Meeting every year, to allow taxpayers and residents to voice concerns (preferably in June and November).

1st Quarter Update (Jan-Mar):

2nd Quarter Update (April-June):

- Public meeting will be held once 2020 Municipal Audit is completed.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Strategic Priority #4 – Resident Communication and Engagement

4.2 Ensure all Social Media is current and up to date (i.e. Website, Facebook Page, etc.)
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Social media remains current and up to date at this time.
2 nd Quarter Update (April-June): <ul style="list-style-type: none">• Social media remains current and up to date at this time.• Administration will ensure that future delays (garbage) or other issues, are properly advertised via social media, to ensure transparency and communication.
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Strategic Priority #4 – Resident Communication and Engagement

4.3 Promote monthly Council meeting highlights in the Innisfree Informer, Utility Newsletter as well as all social media sources.

1st Quarter Update (Jan-Mar):

- Administration will continue to submit the Council meeting highlights in the informer, as well as on the Village Website.

2nd Quarter Update (April-June):

- Administration will continue to submit the Council meeting highlights in the informer, as well as on the Village Website.

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

RECEIVED
DEC 28 2018

AR95830

His Worship Aaron Cannan
Mayor
Village of Innisfree
PO Box 69
Innisfree AB T0B 2G0

Dear Mayor Cannan and Council,

The viability review conducted by the province for the Village of Innisfree is now complete. I have reviewed the result of the vote on the matter of dissolution of the village. The result of the vote indicates village residents are in favour of Innisfree remaining as an incorporated municipality.

Section 130.2(3) of the *Municipal Government Act* requires me to direct council to take actions to ensure the viability of the municipality. The attached Ministerial Order No. MSL:095/18 provides these directives. The directives require council to develop and implement an action plan to address each recommendation in the viability plan, and to develop and implement a 10-year capital plan. My ministry will monitor your completion of the directives and keep me informed of your progress.

My thanks to the Village of Innisfree for its cooperation during the viability review. The contributions of council members and former chief administrative officer, Jennifer Hodel, enabled the viability review to proceed in an effective and collaborative manner. Village residents will be receiving a letter to conclude the viability review process.

Municipal Affairs staff are available to provide you with advice or other assistance as needed. For additional information, please contact Roy Bedford, Municipal Viability Advisor, toll-free at 310-0000, then 780-422-8342.

I look forward to hearing from the village as it completes the directives. I wish the Village of Innisfree and its residents every success in ensuring the community thrives into the future.

.../2

Thank you again for the village's support of the Municipal Sustainability Strategy and the viability review process.

Sincerely,

A handwritten signature in black ink that reads "Shaye Anderson". The signature is written in a cursive style with a large initial 'S'.

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:095/18

cc: Brooke Yaremchuk, Chief Administrative Officer, Village of Innisfree
Roy Bedford, Municipal Viability Advisor, Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
M.A., Leduc-Beaumont*

MINISTERIAL ORDER NO. MSL:095/18

I, Shaye Anderson, Minister of Municipal Affairs, on completion of a viability review undertaken under Section 130(2)(b) and pursuant to Section 130.2(3) of the *Municipal Government Act*, make the following order:

That the Council and the Chief Administrative Officer for the Village of Innisfree must carry out the directives attached as Schedule A to this order.

Dated at Edmonton, Alberta, this 13th day of December, 2018.

Shaye Anderson
Minister of Municipal Affairs

#	Directive	Due Date
1.	To ensure the village implements the recommendations in the Village of Innisfree viability plan, I direct the council: <ul style="list-style-type: none"> a. to complete a comprehensive strategic planning session where council will discuss the nine recommendations found within the Viability Plan; 	March 31, 2019
	<ul style="list-style-type: none"> b. to develop an action plan (including timelines) as to how village council plans to address each of the recommendations found within the viability plan; and 	
	<ul style="list-style-type: none"> c. to provide a copy of the plan, including timelines, to Municipal Affairs. 	
2.	To address the village's long-term infrastructure planning and financial stability, I direct the council: <ul style="list-style-type: none"> a. to prepare a written capital plan describing the village's anticipated capital projects and additions, anticipated timing, anticipated costs, and allocated or anticipated funding sources over the period 2019 to 2028. The plan must address the essential infrastructure repairs and replacements summarized in the "Infrastructure" section and identified in Appendix C of the Viability Plan, or provide a rationale as to why any project is not included in the plan; and 	April 30, 2019
	<ul style="list-style-type: none"> b. to provide a copy of the capital plan to Municipal Affairs. 	
3.	I direct the council: <ul style="list-style-type: none"> a. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the action plan in Directive 1 above, including work completed and completion dates, and work remaining and anticipated completion dates, on June 1 of each year for the subsequent four years; and 	June 1, 2023
	<ul style="list-style-type: none"> b. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the capital plan in Directive 2 above, including: <ul style="list-style-type: none"> i. for completed projects and additions, a description of work completed, completion dates, costs, and funding sources; and ii. for projects and additions not completed, a description of work to be completed, anticipated completion dates, anticipated costs, and allocated or anticipated funding sources. 	June 1, 2023

#	Directive	Due Date
4.	Section 130.1 of the <i>Municipal Government Act (MGA)</i> provides for the enforcement of directives ordered by the Minister. I direct council and the chief administrative officer to carry out to my satisfaction these directives within the timelines stated. If the directives are not carried out to my satisfaction, I may issue further directives, or pursue further action pursuant to the <i>MGA</i> .	Ongoing

Item No.	Legislative Gap	Recommendation	Proposed Action	Date completed
1	Requirement to ensure municipal documents are signed in accordance with the <i>MGA</i>	Village council must ensure the signing authority granted to municipal officials is in accordance with section 213 of the <i>MGA</i> .	Council passed motion No. ORG-2020-10-20/05, at their Organizational Meeting, which states that the signing authorities shall be one elected official and the C.A.O.	Completed – Oct 20/20
2	Requirement for council meeting minutes to be documented in accordance with the <i>MGA</i>	Moving forward, public hearings must be conducted as part of a regular or special meeting of council in accordance with section 230(2)(b) of the <i>MGA</i> .	The Village will ensure all future public hearings are conducted as part of the regular or special meeting of Council. A Public Hearing was held on October 20, 2020 and administration ensured the Public Hearing was in compliance with Section 230 (2)(b) of the <i>MGA</i> .	Completed – Oct 20/20
3	Requirement for the property tax bylaw to be in accordance with the <i>MGA</i>	Moving forward, the village must ensure the annual property tax bylaw balances with the fiscal budget, reports assessment classes in accordance with section 297 of the <i>MGA</i> , and establishes the DIP tax levy. Furthermore, the municipal under levy will have financial implications that will require the municipality to modify budget requirements or draw from unrestricted reserves to ensure the current year requirements are met.	The Village will ensure all Tax Rate Bylaws are balanced with the fiscal budget and establishes the DIP Rate in accordance with Section 297 of the <i>MGA</i> .	June 2021

Item No.	Legislative Gap	Recommendation	Proposed Action	Date completed
4	Requirement to establish a local and a composite assessment review board in accordance with the <i>MGA</i>	Council must amend or replace bylaw 571-10 to: <ul style="list-style-type: none"> a. establish a local assessment review board and a composite review board; and b. ensure the provisions of the bylaw are in compliance with legislation. 	The Village has brought forward Bylaw No. 659-20 to establishing a Regional Assessment Review Board to ensure compliance with Section 454.11 of the <i>MGA</i> .	Completed – Oct 20/20
5	Requirement to establish a bylaw enforcement officer bylaw	The village is required to establish a bylaw in accordance with section 556 of the <i>MGA</i> to establish the powers and duties of bylaw enforcement officers, and establish disciplinary procedures, penalties, and an appeal process for misuse of power. In addition, all individuals performing bylaw enforcement officer duties for the summer village must take the prescribed oath.	The Village has brought forward Bylaw 660-20 to establish the powers and duties of bylaw enforcement officers, and establish disciplinary procedures, penalties and an appeal process for misuse of power to ensure compliance with Section 556 of the <i>MGA</i> .	Completed – Nov 17/20
6	Requirement for the procedural bylaw to be in accordance with the <i>MGA</i>	The village is required to amend or replace bylaw 630-17 to ensure changes to the date, time, or place of a council meeting is approved through a council resolution that is passed in a prior open public meeting, with a quorum present.	The Village has passed Bylaw 646-20 (Council Procedural Bylaw) and now clearly states that in order to change the date, time or location of a council meeting, it MUST be approve through a council resolution that is passed in a prior open public meeting, with quorum present.	Completed – Oct 20/20
7	Requirement for the borrowing bylaw to be in accordance with the <i>MGA</i>	Moving forward, borrowings must include the maximum rate of interest and bylaw 654-20 must be amended or replaced to include a maximum rate of interest.	The Village has brought forward Bylaw 658-20 (Temporary Borrowing Bylaw) and has added a maximum rate of interest to ensure compliance with the <i>MGA</i> .	Completed – Oct 20/20

Item No.	Legislative Gap	Recommendation	Proposed Action	Date completed
8	Requirement to adopt an operating budget in accordance with the <i>MGA</i>	The village must amend the 2020 budget to remove the capital grant funding as operating revenue and eliminate the deficit budget prior to December 31, 2020 to ensure the financial impact of these gaps do not have a further negative impact in 2021. Moving forward, the annual property tax bylaw must reconcile to the fiscal budget.	Council passed resolution number 2020-10-20/28 as recommended by Municipal Affairs.	Completed – Oct 20/20
9	Requirement for the municipality to ensure the audited statements are submitted to the ministry on time	Moving forward, and in accordance with section 276(3) of the <i>MGA</i> , and MO No. MSD:036/20 council is required to provide financial statements, or a summary of them, along with the auditor's report of the 2019 financial statements to the public by October 1 in 2020, and by May 1 of each calendar year after 2020.	The Village will ensure financial statements, or a summary of them, along with the auditors report for the fiscal year will be submitted by May 1 of each calendar year to ensure compliance with Section 276 (3) of the <i>MGA</i> .	March/April 2021
10	Requirement to certify the date of mailing the tax notices and advertise the sending of assessment notices	Moving forward, a designated officer must certify the date notices are sent in accordance with section 310(4) of the <i>MGA</i> .	The Village will ensure that a designated officer will certify the date notices are sent in the future in accordance with Section 310 (4) of the <i>MGA</i> .	June 2021

Item No.	Legislative Gap	Recommendation	Proposed Action	Date completed
11	Requirement to establish a subdivision and development appeal board	The village must appoint a clerk and members to the board. In addition, the clerk and board members must take the mandatory training prior to hearing an appeal.	Mayor and Council passed Subdivision Development and Appeal Board Bylaw 661-20, which rescinds Bylaw 508-95. Mayor and Council have appointed a Clerk and Member of Council to the SDAB. Administration has also been directed to advertise for two (2) members of public at large.	<p>Completed – Nov 17/20</p> <p><i>*Minutes to be approved at the Dec 15/20 Reg. Council Meeting*</i></p>
12	Requirement to list and publish policies related to planning decisions	The website for the village must be updated to include a list of council approved policies and bylaws relating to planning decisions and a summary of the policies and their relationship to each other as required by section 638.2 of the MGA.	The Village will update and include a list of council approved policies and bylaws relating to planning decision and a summary of policies and their relationship to each other, on our municipal website, as required by Section 638.2 of the MGA.	<p>Completed – March 3/21</p>
13	Requirement to retain the ballot account	Moving forward, the village must retain the ballot account for the duration of the term.	The Village will retain the ballot account for future elections.	October 18, 2021
14	Requirement to dispose of election material in accordance with the LAEA	The village is required to dispose of election materials in accordance with section 101 of the LAEA and ensure the appropriate affidavit is completed and retained following the destruction of the materials.	The Village will ensure the appropriate affidavit is completed and retained following the destruction of election material in the future.	December 31, 2021



Village of Innisfree

2020 - 2024 Budget and Budget Forecast

****INTERIM BUDGET****

Approved on: December 15, 2020

Motion No.: 2020-12-15/08

Amended on:

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
TAXATION							
1-00-00-110	Taxes Residential	167,796.62	170,000.00	170,000.00	170,000.00	170,000.00	170,000.00
1-00-00-111	Taxes Non-Residential	46,938.72	49,000.00	49,000.00	49,000.00	49,000.00	49,000.00
1-00-00-112	Taxes M & E	1,817.35	1,900.00	1,900.00	1,900.00	1,900.00	1,900.00
1-00-00-190	Taxes Linear	25,184.67	25,200.00	25,200.00	25,200.00	25,200.00	25,200.00
1-00-00-230	Taxes Federal GIL	892.31	890.00	890.00	890.00	890.00	890.00
1-00-00-250	Taxes Minimum Levy	0.00	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00
1-00-00-321	ASFF Residential Levy	27,555.43	27,550.00	27,550.00	27,550.00	27,550.00	27,550.00
1-00-00-322	ASFF Non-Residential Levy	11,297.39	11,300.00	11,300.00	11,300.00	11,300.00	11,300.00
1-00-00-330	Seniors Housing Levy	1,841.98	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00
*	TOTAL TAXATION	283,324.47	343,665.00	343,665.00	343,665.00	343,665.00	343,665.00
REQUISITIONS							
2-00-00-321	ASFF Requisition Residential	22,128.92	27,550.00	27,550.00	27,550.00	27,550.00	27,550.00
2-00-00-322	ASFF Requisition Non-Residential	0.00	0.00	0.00	0.00	0.00	0.00
2-00-00-330	Seniors Foundation Requisition	1,842.00	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00
*	TOTAL REQUISITIONS	23,970.92	30,375.00	30,375.00	30,375.00	30,375.00	30,375.00
**P	TAX AVAILABLE FOR MUNICIPAL	259,353.55	313,290.00	313,290.00	313,290.00	313,290.00	313,290.00
GENERAL REVENUE							
1-00-00-510	Penalties Taxes	26,629.99	27,500.00	27,500.00	27,500.00	27,500.00	27,500.00
1-00-00-540	Franchise Fees - Natural Gas	22,250.92	23,500.00	23,500.00	23,500.00	23,500.00	23,500.00
1-00-00-541	Franchise Fees - Electricity	13,526.67	14,500.00	14,500.00	14,500.00	14,500.00	14,500.00
1-00-00-550	Bank Interest	2,884.72	2,580.00	2,580.00	2,580.00	2,580.00	2,580.00
1-01-00-590	Other Revenue Own Sources Invest	315.00	300.00	300.00	300.00	300.00	300.00
1-11-00-152	Council Health Benefit Cost	1,094.82	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
**	TOTAL GENERAL REVENUE	66,702.12	70,380.00	70,380.00	70,380.00	70,380.00	70,380.00
ADMIN REVENUE							
1-12-00-135	Contract Refunds (WCB, AMSC,	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-401	Sales Photocopies, Faxes, Services	823.98	825.00	825.00	825.00	825.00	825.00
1-12-00-402	Flower Pots	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-430	Sales Hats, Pins, Promotional	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-511	Wild Pink Yonder Revenues	0.00	0.00	0.00	0.00	0.00	0.00
1-12-00-560	Rental Revenue Adm	8,431.79	7,980.00	7,980.00	7,980.00	7,980.00	7,980.00
1-12-00-590	Other Revenue Own Sources Adm	1,841.33	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00
1-12-00-840	Grants Conditional Provincial Adm	274,826.00	0.00	0.00	0.00	0.00	0.00
1-12-00-911	LTO Cost Recovery	250.00	250.00	250.00	250.00	250.00	250.00
**	TOTAL ADMIN REVENUE	286,173.10	10,905.00	10,905.00	10,905.00	10,905.00	10,905.00

FINE REVENUE

1-21-00-530	Fines Police	500.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL FINE REVENUE	500.00	0.00	0.00	0.00	0.00	0.00

FIRE REVENUE

1-23-00-410	Fees Fire Fighting	12,484.82	12,075.00	12,075.00	12,075.00	12,075.00	12,075.00
1-23-00-415	Fire Dept Donations	0.00	0.00	0.00	0.00	0.00	0.00
1-23-00-850	Grants Conditional Local Gov't Fire	20,730.03	0.00	0.00	0.00	0.00	0.00
**	TOTAL FIRE REVENUE	33,214.85	12,075.00	12,075.00	12,075.00	12,075.00	12,075.00

BYLAW REVENUE

1-26-00-522	License Animal	600.00	570.00	570.00	570.00	570.00	570.00
1-26-00-523	Business Licenses	350.00	350.00	350.00	350.00	350.00	350.00
1-26-00-590	Fines Bylaw	425.00	450.00	450.00	450.00	450.00	450.00
**	TOTAL BYLAW REVENUE	1,375.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00

PUBLIC WORKS REVENUE

1-32-00-430	Sales Service (Grass,Snow)	1,063.10	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
1-32-00-560	PW Rental Revenue	0.00	200.00	200.00	200.00	200.00	200.00
1-32-00-830	Grants Federal (CSJ) PW	8,400.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL PUBLIC WORKS REVENUE	9,463.10	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00

STORMWATER REVENUE

1-37-00-410	Stormwater Infrastructure Renewal	4,383.36	4,950.00	4,950.00	4,950.00	4,950.00	4,950.00
**	TOTAL STORMWATER REVENUE	4,383.36	4,950.00	4,950.00	4,950.00	4,950.00	4,950.00

WATER REVENUE

1-41-00-410	Water Consumption	35,402.81	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
1-41-00-411	Regional Water Fund	21,405.50	24,475.00	24,475.00	24,475.00	24,475.00	24,475.00
1-41-00-412	Water Base Fee	25,756.74	29,300.00	29,300.00	29,300.00	29,300.00	29,300.00
1-41-00-510	Penalties Water	2,133.24	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00
1-41-00-511	Penalties-Regional Water Fund	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL WATER REVENUE	84,698.29	100,425.00	100,425.00	100,425.00	100,425.00	100,425.00

SEWER REVENUE

1-42-00-410	Billings Sewer	32,156.76	36,900.00	36,900.00	36,900.00	36,900.00	36,900.00
1-42-00-510	Sanitary Sewer Penalties	0.00	0.00	0.00	0.00	0.00	0.00
1-42-00-830	Grants Conditional Federal Sewer	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL SEWER REVENUE	32,156.76	36,900.00	36,900.00	36,900.00	36,900.00	36,900.00

SOLID WASTE

1-43-00-410	Billings Garbage	43,063.85	49,200.00	49,200.00	49,200.00	49,200.00	49,200.00
1-43-00-411	Regional SWM Infrastructure Fee	16,498.70	18,300.00	18,300.00	18,300.00	18,300.00	18,300.00
1-43-00-510	Penalties - Solid Waste	0.00	0.00	0.00	0.00	0.00	0.00
1-43-00-511	Penalties SWM Fee	0.00	0.00	0.00	0.00	0.00	0.00

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
**	TOTAL SOLID WASTE	59,562.55	67,500.00	67,500.00	67,500.00	67,500.00	67,500.00
COMMUNITY REVENUE							
**	TOTAL COMMUNITY REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
LAND REVENUE							
1-61-00-522	Permits (Development, Subdivision)	0.00	125.00	125.00	125.00	125.00	125.00
1-61-00-840	Grants - Provincial	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL LAND REVENUE	0.00	125.00	125.00	125.00	125.00	125.00
RECREATION REVENUE							
1-72-00-590	Fees Park Grounds	0.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
1-72-00-591	Fees Park Concession	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
1-72-00-830	Federal Conditional Grants	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL RECREATION REVENUE	0.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
CULTURAL REVENUE							
1-74-00-415	Museum - Donations	100.00	0.00	0.00	0.00	0.00	0.00
1-74-00-557	Museum Cost Recovery	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL CULTURAL REVENUE	100.00	0.00	0.00	0.00	0.00	0.00
***	TOTAL REVENUE	837,682.68	639,220.00	639,220.00	639,220.00	639,220.00	639,220.00

COUNCIL EXPENSE

2-11-00-130	Employer Cont Source	2.80	250.00	250.00	250.00	250.00	250.00
2-11-00-135	WCB Council	0.00	0.00	0.00	0.00	0.00	0.00
2-11-00-151	Fees Council	5,400.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
2-11-00-152	Benefits Council	2,007.17	1,965.00	1,965.00	1,965.00	1,965.00	1,965.00
2-11-00-211	Travel/Subsistence Council	357.14	550.00	550.00	550.00	550.00	550.00
2-11-00-212	Conventions/Seminars Council	860.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
2-11-00-274	Council Insurance	582.00	582.00	582.00	582.00	582.00	582.00
**	TOTAL COUNCIL EXPENSE	9,209.11	9,847.00	9,847.00	9,847.00	9,847.00	9,847.00

ADMIN EXPENSE

2-12-00-110	Salaries & Wages Adm	57,118.27	64,533.00	66,469.00	68,463.00	70,517.00	72,632.00
2-12-00-111	Honorarium (Admin)	0.00	750.00	750.00	750.00	750.00	750.00
2-12-00-130	Employer Contributions Source	4,011.78	4,015.00	4,015.00	4,015.00	4,015.00	4,015.00
2-12-00-131	Employer Benefits Adm	20,401.31	20,500.00	20,500.00	20,500.00	20,500.00	20,500.00
2-12-00-135	Workers Compensation ADM	699.15	700.00	700.00	700.00	700.00	700.00
2-12-00-211	Travel/Subsistence Adm	0.00	750.00	750.00	750.00	750.00	750.00
2-12-00-212	Education Adm	260.00	500.00	500.00	500.00	500.00	500.00
2-12-00-215	Telecommunications	5,425.07	5,800.00	5,800.00	5,800.00	5,800.00	5,800.00
2-12-00-216	Postage & Freight	433.05	500.00	500.00	500.00	500.00	500.00
2-12-00-220	Membership Dues Adm	1,229.45	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
2-12-00-221	Advertising/Printing/Subscriptions	5,925.32	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
2-12-00-230	Audit/Assessor Fees Adm	31,430.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
2-12-00-250	Contracted Services Adm	21,847.51	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00
2-12-00-274	Insurance Adm	2,525.00	2,525.00	2,525.00	2,525.00	2,525.00	2,525.00

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
2-12-00-290	Election/Census Expense Adm	0.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
2-12-00-510	Goods & Services Adm	7,195.59	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
2-12-00-540	Utilities Heat Adm	1,295.02	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00
2-12-00-541	Utilities Power Adm	2,355.04	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2-12-00-650	Provision Doubtful Accounts	0.00	0.00	0.00	0.00	0.00	0.00
2-12-00-765	Transfer to Reserves Adm	0.00	0.00	0.00	0.00	0.00	0.00
2-12-00-790	Amortization	0.00	600.00	600.00	600.00	600.00	600.00
2-12-00-810	Bank Charges Adm	1,449.76	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
2-12-00-910	Outages/Account for Penny Loss	0.00	0.00	0.00	0.00	0.00	0.00
2-12-00-911	Land Title Charges	810.00	500.00	500.00	500.00	500.00	500.00
2-12-00-920	Tax Adjustments Council Adm	0.00	0.00	0.00	0.00	0.00	0.00
2-12-00-995	Legal Expenses	33,887.88	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2-12-00-770	Grants to Organizations Adm	0.00	0.00	0.00	0.00	0.00	0.00
** TOTAL ADMIN EXPENSE		198,299.20	171,523.00	173,459.00	175,453.00	177,507.00	179,622.00
**** LESS AMORTIZATION		198,299.20	170,923.00	172,859.00	174,853.00	176,907.00	179,022.00

FIRE EXPENSE

2-23-00-120	Salaries & Wages Fire	16,005.00	17,500.00	17,500.00	17,500.00	17,500.00	17,500.00
2-23-00-135	WCB Fire	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-211	Travel & Subsistence Fire	2,109.53	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
2-23-00-215	Telecommunications Fire	2,962.01	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00
2-23-00-217	Freight & Postage Fire	26.90	50.00	50.00	50.00	50.00	50.00
2-23-00-234	Training Fire	2,333.19	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2-23-00-250	Contracted Services Fire	559.57	500.00	550.00	600.00	650.00	750.00
2-23-00-274	Insurance Fire	2,284.00	2,284.00	2,284.00	2,284.00	2,284.00	2,284.00
2-23-00-510	Supplies & Equipment Fire	12,448.64	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
2-23-00-521	Fuel & Oil Fire	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-540	Utilities Heat Fire	1,887.75	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2-23-00-541	Utilities Power	1,425.04	1,900.00	1,900.00	1,900.00	1,900.00	1,900.00
2-23-00-762	Transfer to Capital Reserves Fire	0.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
2-23-00-792	Amortization	0.00	2,525.00	2,525.00	2,525.00	2,525.00	2,525.00
** TOTAL FIRE EXPENSE		42,041.63	49,359.00	49,409.00	49,459.00	49,509.00	49,609.00
**** LESS AMORTIZATION		42,041.63	46,834.00	46,884.00	46,934.00	46,984.00	47,084.00

EMERGENCY SERVICE EXPENSE

2-25-00-310	911 Requisition	1,427.20	1,430.00	1,430.00	1,430.00	1,430.00	1,430.00
** TOTAL EMERGENCY SERVICE EXPENS		1,427.20	1,430.00	1,430.00	1,430.00	1,430.00	1,430.00

BYLAW EXPENSE

2-26-00-221	Bylaw Advertising	0.00	600.00	600.00	600.00	600.00	600.00
2-26-00-222	Bylaw Enforcement Costs	0.00	500.00	500.00	500.00	500.00	500.00
2-26-00-510	Animal Control Goods & Services	0.00	250.00	250.00	250.00	250.00	250.00
** TOTAL BYLAW EXPENSE		0.00	1,350.00	1,350.00	1,350.00	1,350.00	1,350.00

PUBLIC WORKS EXPENSE

2-32-00-110	Salaries & Wages PW	24,296.65	27,084.00	27,896.00	28,733.00	29,595.00	30,483.00
2-32-00-111	Honorarium (PW)	0.00	750.00	750.00	750.00	750.00	750.00
2-32-00-115	Salaries & Wages Casual PW	9,240.00	0.00	0.00	0.00	0.00	0.00
2-32-00-130	Employer Contributions Source PW	2,061.18	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
2-32-00-131	Employer Benefits PW	5,902.18	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
2-32-00-135	WCB	0.00	0.00	0.00	0.00	0.00	0.00
2-32-00-211	Travel & Subsistence PW	0.00	100.00	100.00	100.00	100.00	100.00
2-32-00-215	Telecommunications PW	2,318.59	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00
2-32-00-217	Freight & Postage PW	405.97	350.00	350.00	350.00	350.00	350.00
2-32-00-250	Contracted Services PW	542.77	500.00	550.00	600.00	650.00	700.00
2-32-00-270	CN Services PW	130.00	130.00	130.00	130.00	130.00	130.00
2-32-00-274	Insurance PW	5,200.00	5,200.00	5,200.00	5,200.00	5,200.00	5,200.00
2-32-00-510	Goods & Services PW	96,374.22	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
2-32-00-521	Fuel & Oil PW	5,529.66	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
2-32-00-540	Utilities Heat PW	1,506.36	1,675.00	1,675.00	1,675.00	1,675.00	1,675.00
2-32-00-541	Utilities Power (Street/Shop) PW	48,761.17	55,650.00	55,650.00	55,650.00	55,650.00	55,650.00
2-32-00-762	Transfer to Capital PW	0.00	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00
2-32-00-790	Amortization	0.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
**	TOTAL PUBLIC WORKS EXPENSE	202,268.75	144,489.00	145,351.00	146,238.00	147,150.00	148,088.00
****	LESS AMORTIZATION	202,268.75	131,989.00	132,851.00	133,738.00	134,650.00	135,588.00

STORM DRAINAGE EXPENSE

2-37-00-510	Goods & Equipment Repairs -	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
**	TOTAL STORM DRAINAGE EXPENSE	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00

WATER EXPENSES

2-41-00-110	Salaries & Wages Water	10,091.40	11,607.00	11,956.00	12,314.00	12,684.00	13,064.00
2-41-00-130	Employer Contributions Source	702.56	725.00	725.00	725.00	725.00	725.00
2-41-00-131	Employer Benefits Water	1,102.93	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00
2-41-00-215	Telecommunications - Water	902.53	900.00	900.00	900.00	900.00	900.00
2-41-00-217	Freight & Postage - Water	0.00	0.00	0.00	0.00	0.00	0.00
2-41-00-250	Contracted Services Water	6,399.49	6,400.00	6,400.00	6,400.00	6,400.00	6,400.00
2-41-00-274	Insurance Water	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00
2-41-00-350	ACE Regional Water Purchase	53,005.95	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00
2-41-00-510	Goods & Services Water	7,607.89	7,600.00	7,600.00	7,600.00	7,600.00	7,600.00
2-41-00-540	Utilities Heat Water Plant	1,250.47	1,510.00	1,510.00	1,510.00	1,510.00	1,510.00
2-41-00-541	Utilities Power Water Plant	5,149.35	6,160.00	6,160.00	6,160.00	6,160.00	6,160.00
2-41-00-790	Amortization	0.00	66,900.00	66,900.00	66,900.00	66,900.00	66,900.00
2-41-00-840	750-Capital ACE Water Contribution	0.00	37,400.00	28,050.00	8,883.00	0.00	0.00
2-41-00-762	Transfer to Reserves - Reservoir	0.00	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
*	TOTAL WATER EXPENSES	89,612.57	207,252.00	198,251.00	179,442.00	170,929.00	171,309.00
****	LESS AMORTIZATION	89,612.57	140,352.00	131,351.00	112,542.00	104,029.00	104,409.00

SEWER EXPENSE

2-42-00-110	Salaries & Wages Sewer	5,790.75	6,683.67	6,884.21	7,090.78	7,303.52	7,522.61
2-42-00-130	Employer Contributions Source	406.85	400.00	400.00	400.00	400.00	400.00
2-42-00-131	Employer Benefits Sewer	299.84	350.00	350.00	350.00	350.00	350.00
2-42-00-215	Freight/Phone/Postage Sewer	0.00	0.00	0.00	0.00	0.00	0.00
2-42-00-250	Contracted Services Sewer	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
2-42-00-274	Insurance Sewer	1,275.00	1,275.00	1,275.00	1,275.00	1,275.00	1,275.00
2-42-00-510	Goods & Services Sewer	2,240.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
2-42-00-541	Utilities Power Sewer Lift Stations	4,768.02	5,175.00	5,175.00	5,175.00	5,175.00	5,175.00

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
2-42-00-762	Transfer to Capital Sewer	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2-42-00-790	Amortization	0.00	26,000.00	26,000.00	26,000.00	26,000.00	26,000.00
2-42-00-840	MSI Capital Grant Sewer	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL SEWER EXPENSE	14,780.46	54,383.67	54,584.21	54,790.78	55,003.52	55,222.61
****	LESS AMORTIZATION	14,780.46	28,383.67	28,584.21	28,790.78	29,003.52	29,222.61

GARBAGE EXPENSE

2-43-00-110	Salaries & Wages Garbage	17,812.33	20,519.00	21,134.00	21,769.00	22,422.00	23,094.00
2-43-00-130	Employer Contributions Source	1,244.90	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
2-43-00-131	Employer Benefits Garbage	1,502.58	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
2-43-00-250	Contracted Services Garbage	20,734.71	23,500.00	23,500.00	23,500.00	23,500.00	23,500.00
2-43-00-274	Insurance Garbage	360.00	360.00	360.00	360.00	360.00	360.00
2-43-00-510	Goods & Services Garbage	0.00	500.00	500.00	500.00	500.00	500.00
2-43-00-762	Transfer to Capital Garbage	0.00	18,500.00	18,500.00	18,500.00	18,500.00	18,500.00
2-43-00-790	Amortization	0.00	2,165.00	2,165.00	2,165.00	2,165.00	2,165.00
**	TOTAL GARBAGE EXPENSE	41,654.52	68,344.00	68,959.00	69,594.00	70,247.00	70,919.00
****	LESS AMORTIZATION	41,654.52	66,179.00	66,794.00	67,429.00	68,082.00	68,754.00

FCSS EXPENSE

2-51-00-351	FCSS Requisition	1,837.75	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00
**	TOTAL FCSS EXPENSE	1,837.75	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00

PLANNING EXPENSE

2-61-00-510	General Goods & Services	0.00	500.00	500.00	500.00	500.00	500.00
2-61-00-250	Contracted Services	767.00	775.00	775.00	775.00	775.00	775.00
2-61-00-840	Grants - Provincial	0.00	0.00	0.00	0.00	0.00	0.00
**	TOTAL PLANNING EXPENSE	767.00	1,275.00	1,275.00	1,275.00	1,275.00	1,275.00

LAND PURCHASES EXPENSE

**	TOTAL LAND PURCHASES EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
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RECREATION EXPENSES

2-72-00-130	Employer Contributions Source	0.00	110.00	110.00	110.00	110.00	110.00
2-72-00-135	WCB Rec Park	0.00	0.00	0.00	0.00	0.00	0.00
2-72-00-215	Freight/Phone/Postage Recreation	811.90	850.00	850.00	850.00	850.00	850.00
2-72-00-221	Printing/Advertising/Subscriptions	380.00	400.00	400.00	400.00	400.00	400.00
2-72-00-250	Contracted Services Recreation	0.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
2-72-00-255	Maintenance Sports Grounds	0.00	750.00	750.00	750.00	750.00	750.00
2-72-00-274	Insurance Recreation	1,126.15	1,130.00	1,130.00	1,130.00	1,130.00	1,130.00
2-72-00-510	Goods & Services Recreation	0.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
2-72-00-511	Rec Park Float	0.00	100.00	100.00	100.00	100.00	100.00
2-72-00-521	Fuel and Oil Park	352.16	500.00	500.00	500.00	500.00	500.00
2-72-00-540	Utilities Heat Park Building	481.36	775.00	775.00	775.00	775.00	775.00
2-72-00-541	Utilities Power Park Grounds	1,248.39	1,350.00	1,350.00	1,350.00	1,350.00	1,350.00
2-72-00-591	Concessions Park Grounds	0.00	200.00	200.00	200.00	200.00	200.00
2-72-00-762	Transfer to Capital Recreation	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00

<u>General Ledger</u>	<u>Description</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>
2-72-00-790	Amortization	0.00	8,450.00	8,450.00	8,450.00	8,450.00	8,450.00
**	TOTAL RECREATION EXPENSES	4,399.96	35,615.00	35,615.00	35,615.00	35,615.00	35,615.00
****	LESS AMORTIZATION	4,399.96	27,165.00	27,165.00	27,165.00	27,165.00	27,165.00

CULTURE EXPENSES

2-74-00-250	Contracted Services	0.00	100.00	100.00	100.00	100.00	100.00
2-74-00-274	Insurance Cultural Organization	0.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00
2-74-00-300	Regional Library Requisition	1,166.29	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00
2-74-00-350	Local Municipal Library Grant	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
2-74-00-510	Goods & Services	75.00	0.00	0.00	0.00	0.00	0.00
2-74-00-540	Utilities Heat Museum	2,531.89	2,726.00	2,726.00	2,726.00	2,726.00	2,726.00
2-74-00-541	Utilities Power Museum	1,252.69	1,350.00	1,350.00	1,350.00	1,350.00	1,350.00
2-74-00-541	Donations - Museum	100.00	0.00	0.00	0.00	0.00	0.00
**	CULTURE EXPENSES	8,625.87	10,426.00	10,426.00	10,426.00	10,426.00	10,426.00
***	TOTAL EXPENSES	616,124.02	639,203.67	633,866.21	618,829.78	614,198.52	618,622.61
****	SUPLUS/(DEFICIT)	221,558.66	16.33	5,353.79	20,390.22	25,021.48	20,597.39

MASTER RATES BYLAW 663-21

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR 2020 MASTER RATES – FEES AND CHARGES

WHEREAS the Council of the Village of Innisfree, in the Province of Alberta considers it necessary to establish one reference for fees and charges for activities and services provided by the municipality.

AND WHEREAS under the provisions of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, and amendments thereto, the Council of the Village of Innisfree may pass Bylaws and may make provisions that it deems necessary to carry out the purposes of the Bylaw;

AND WHEREAS the addition or amendment of any section of this Master Rates Bylaw shall only affect that particular rate and all other rates shall remain in full force and effect. Should there be an inconsistency between this bylaw and another bylaw adopted on another date, the rates referenced in this bylaw shall supersede.

NOW THEREFORE, be it resolved that the Council of the Village of Innisfree, in the Province of Alberta, does hereby adopt this 2020 Master Rates – Fees and Charges Bylaw for the Village of Innisfree.

1. Each separate provision of this Bylaw shall be deemed independent of all other provisions and,
2. Should any provision of this Bylaw be declared invalid for any reason by a Court of competent jurisdiction, then that provision may be severed and all other provisions of this Bylaw remain valid and enforceable,
3. All sections attached to this bylaw shall form part of this bylaw.

This bylaw shall come into full force and have effect ~~June 1st, 2020~~ **April 1, 2021** upon the third and final reading thereof.

Bylaw ~~631-17~~ **649-20** is hereby rescinded.

Read a **FIRST** time this _____ day of _____, 2021

Read A **SECOND** time this _____ day of _____, 2021

And with **UNANIMOUS CONSENT** of Council, read a **THIRD** time and **FINALLY** passed this _____ day of _____, 2021.

Mayor

Chief Administrative Officer

**SECTION 12
ADMINISTRATION AND GENERAL SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$ 1.00

Photocopy color per page single sided

\$ 0.25

Photocopy black & white per page single sided

\$ 3.00

Fax basic rate

\$ 40.00

NSF Cheque Fee

Per Canada Revenue Rates

Mileage Rate

\$ 1.00

Interac Fee

\$ 15.00

Administrative Fee to Transfer Outstanding Utility Balances to Tax Account.

Per FOIP Act & Regulations

Request for Information pursuant to the *Freedom of Information & Privacy Act*.

**SECTION 20
PROTECTIVE SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$250.00	Non-Emergency Fire & Rescue Call Out
Billable at cost recovery + \$10/day +10% Administration Fee	Impoundment Fee for Vehicle Stored by the Village
As set by contractor	Animal Impoundment Fee (per day, per animal)
\$ 20.00	Annual Dog License purchased on or before January 31 of the current year
\$ 30.00	Annual Dog License purchased after January 31 of the current year
\$ 20.00	Annual Cat License Fee
\$ 30.00	Annual Cat License purchased after January 31 of current year
\$ 7.50	Replacement Tag for Dog or Cat Tag
\$ 25.00	Annual Business License for Resident
\$ 40.00	Annual Business License for Non-Resident
\$100.00	Annual Peddler License Fee
\$ 50.00	Monthly Peddler License Fee
\$ 25.00	Weekly Peddler License Fee
\$ 5.00	Daily Peddler License Fee

**SECTION 30
EQUIPMENT AND PUBLIC WORKS SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$175.00/hr

Large Loader
Minimum one-hour charge – Man and Equipment
during normal working hours

\$ 75.00/hr

Skid steer
Minimum one hour charge – Man and Equipment
during normal working hours

\$ 50.00/hr

Lawn Mower
Minimum one hour charge – Man and Equipment
during normal working hours

\$ 75.00/hr

Bush Mower
Minimum one hour charge – Man and Equipment
during normal working hours

\$100.00/hr

Back Hoe
Minimum one hour charge – Man and Equipment
during normal working hours

\$50.00/day

Dump Trailer
(\$100.00 refundable damage deposit is required
before rental of dump trailer)

Any holidays or use of equipment and man after normal working hours will incur an additional charge of \$25.00 per hour.

**SECTION 40
ENVIRONMENTAL UTILITY SERVICES**

MONTHLY FEE/CHARGE

SERVICE/GOODS

WATER SERVICES

Non-Metered Fees:

\$ 33.00

Residential – Non-metered Water Fee

\$ 44.00

Commercial – Non-metered Water Fee

Metered Fees:

\$4.12 per m³

Consumption Rate

\$13.00

Residential Monthly Base Fee + Consumption

\$25.00

Commercial Monthly Base Fee + Consumption

\$45.00

Delnorte School & Petro-Can Complex Monthly
Base Fee + Consumption

\$15.00

ACE Reserve Fund (all accounts)

SOLID WASTE MANAGEMENT

\$ 29.25

Residential

\$ 34.00

Small Commercial

\$ 47.00

Large Commercial

\$425.00

Petro-Can Complex

\$225.00

Institutional

\$115.00

Four-Plex Units

\$ 17.25

Community Organizations

JOINT LANDFILL REMEDIATION PROJECT

\$12.00

Residential

\$15.00

Commercial

\$20.00

Institutional

\$ 7.50

Community Organizations

SANITARY SEWER SERVICES

\$ 21.50	Residential
\$ 34.25	Commercial
\$ 88.00	Four-Plex Units
\$145.00	Institutional
\$ 77.00	Restaurants
\$ 17.00	Community Organizations

STORMWATER SEWER SERVICES

\$3.39	Storm Water Infrastructure Renewal Fee
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OTHER ENVIRONMENT SERVICE FEES

\$ 25.00	Water Data Log Report
\$ 25.00	Second Request for Residential Water Quality Testing within a 12-month Period
Per Testing Facility Invoice including Shipping & Handling	Water Meter Validation Test if meter tests as accurate
Per Contract costs for new meter installation	Water Meter Change-out request if meter tests as accurate
\$ 30	Connection Fee for new owner (name change)
\$500	Connection Fee for new construction
\$4.95/m ³ + \$50/month Base Fee	Water Services during new construction

**SECTION 60
PLANNING, SUBDIVISION AND DEVELOPMENT & ASSESSMENT APPEAL**

FEE/CHARGE

SERVICE/GOODS

DEVELOPMENT PERMITS

\$ 50.00	Residential
\$ 75.00	Commercial
\$ 20.00	Public Service
\$ 25.00	Demolition
\$ 25.00	Land Titles and SPIN Search (each)
\$ 25.00	Land Use Bylaw (Hard copy)
\$ 50.00	ARB Residential Complaint Fee
\$650.00	ARB Composite Complaint Fee
\$ 35.00	Tax Certificate
\$100.00	Compliance Certificate
\$150.00	Land Use Bylaw Amendment
Per Invoice	Land Use Bylaw Advertising Costs
\$100.00	Subdivision Application (per lot)
\$ 50.00	Subdivision Endorsement (per lot)
\$100.00	Subdivision and Development Appeal (non-refundable)

**SECTION 70
PARKS AND RECREATION**

FEE/CHARGE

SERVICE/GOODS

~~\$ 20.00~~ **\$25.00**

Non-Powered Camping Site

~~\$ 25.00~~ **\$30.00**

Powered Camping Site

\$ 100.00

Weekly Non-Powered Camping Site

\$ 150.00

Weekly Powered Camping Site

\$ 250.00

Monthly Non-Powered Camping Site

\$ 500.00

Monthly Powered Camping Site

\$ 100.00

Group Camp Deposit (pay when booking)

\$ 225.00

Group Camp per night

\$ 100.00

Group Camp (for non-profit groups)

\$ 200.00

Ball Park per night (3 diamonds)

\$1,800.00

Powered Site from Park Open to Close (4 months)

\$ 4.00

Showers (Non-Campers)

~~\$ 8.00~~ **\$10.00**

Firewood (per Wheelbarrow)

Per Village service contract

Septic Removal Services

50% of total cost

Deposit for Reservations of more than 2 Sites
(Reservations held until 6:00 p.m. on day of
scheduled arrival)

**All campground prices include GST.*

**PAGE 4, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
SEPTEMBER 15, 2020.**

BYLAW NO. 657-20 –
COUNCIL CODE OF
CONDUCT BYLAW
AUTHORIZE THIRD
READING
2020-09-15/11

Moved by Mayor McMann that Bylaw No. 657-20 – Council Code of Conduct Bylaw be authorized for THIRD reading this 15th day of September, 2020.

UNANIMOUSLY CARRIED.

BYLAW NO. 657-20 –
COUNCIL CODE OF
CONDUCT BYLAW
THIRD AND FINAL
READING
2020-09-15/12

Moved by Deputy Mayor Oudshoorn that Bylaw No. 657-20 – Council Code of Conduct Bylaw be given THIRD and FINAL reading this 15th day of September, 2020.

CARRIED.

REQUEST FOR QUOTES
– TINNING/SHINGLING
OF INNISFREE
CAMPGROUND
ADMINISTRATION
OFFICE
2020-09-15/13

Moved by Mayor McMann that Council accept Kevin Moyer's quote, for the shingling of the Innisfree Campground Administration Building, in the amount of \$4,200.00 (GST Included). Further that administration be directed to forward a letter to Mr. Moyer in this regard.

CARRIED.

ATCO ELECTRIC
FRANCHISE LETTER
DATED AUGUST 24, 2020
2020-09-15/14

Moved by Councillor Cannan that Council approve of ATCO Electric's current franchise fee percentage of 5% of distribution revenue for 2021 as presented in ATCO Electric's letter dated August 24, 2020. Further that administration be directed to forward a letter to ATCO Electric in this regard.

CARRIED.

ATCO GAS FRANCHISE
LETTER DATED
AUGUST 20, 2020
2020-09-15/15

Moved by Deputy Mayor Oudshoorn that Council approve ATCO Gas and Pipelines Ltd.'s current franchise fee percentage of 25% for 2021 as presented in ATCO Gas and Pipelines Ltd.'s Letter dated August 20, 2020. Further that administration be directed to forward a letter to ATCO Gas and Pipelines Ltd. in this regard.

CARRIED.



Request for Quotes

Village of Innisfree

August 12, 2020

The Village of Innisfree is seeking a contractor(s) for the following project:

Tinning or shingling of Recreation Park Office Roof

- Building size is 40' X 60'
- Current roof has wooden shingles
- Please quote for tin and shingles



Please contact our Public Works Foreman, Justin Fleming, at 780-787-0568 or email admin@innisfree.ca should you wish to view/inspect the proposed construction area.

Deadline to submit August 31, 2020 by 4:00 PM.

Please submit all quotes to:

Village of Innisfree

Box 69

Innisfree, AB

T0B 2G0

Email: admin@innisfree.ca

Fax: 780-592-3729

Or drop off at the Village Office, 5116 50 Ave.

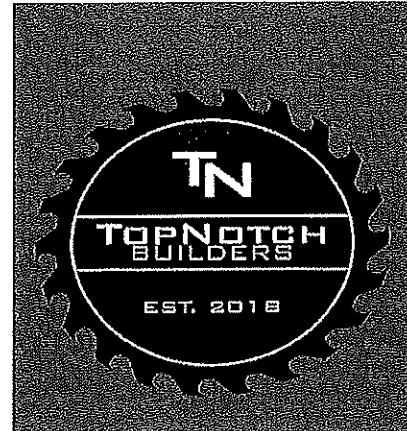
TopNotch Builders

QUOTATION

Vegreville Ab
 (780)632-1314
 TopNotchbuildersab@hotmail.com
 4225 49 St. Vegreville Ab T9C1B5

DATE

VALID UNTIL



CUSTOMER INFO

Village of innisfree

DESCRIPTION OF WORK
Strip shakes on roof and half them away and then paper strap roof with 1x4s. Then sheath roof with brown metal including trims and foam closures.

ITEMIZED COSTS	QTY	UNIT PRICE	AMOUNT
Material	1	4,820.00	4,820.00
Labour	1	3,000.00	3,000.00
<i>Thank you for your business!</i>		SUBTOTAL	7,820.00
		GST	391.00
		TOTAL QUOTE	\$ 8,211.00

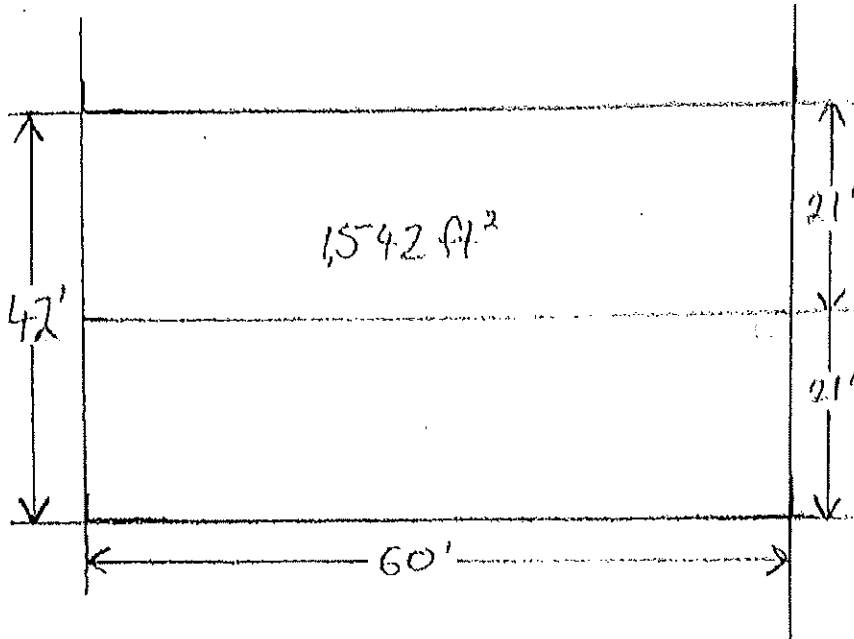
This quotation is not a contract or a bill. It is our best guess at the total price for the service and goods described above. The customer will be billed after indicating acceptance of this quote. Payment will be due prior to the delivery of service and goods. Please fax or mail the signed quote to the address listed above.

Customer Acceptance

X		
Signature	Printed Name	Date

If you have any questions, please contact Topnotchbuilders

Innisfree Camp Admin Office
 Kevin Meyer
 P.O. Box 576 Innisfree Ab. T0B 2G0
 587-280-8388



asphalt 40 yr shingles

- 52 bundles shingles
- 3 bundles ridge
- 2 bundles leading edge
- 2 rolls Ice/water membrane
- 2 rolls synthetic felt
- 1 box coil roof nails
- Reroof, strip roof shakes
- 4" neoprene flashing

\$4,200.00

Tin metal 29 gauge

- strap perimeter and laterally every two feet with 1"x4"
- drip edge
- race or gable flashing
- ridge cap
- 4" plumbing flashing
- Reroof, strip required shakes to install 1"x4"

\$9,250.00

Prices include Tax

MEMORANDUM OF UNDERSTANDING: EMERGENCY MANAGEMENT
BETWEEN
REGION OF MINBURN (hereinafter referred to as the “Requesting Party”)
AND
STUDEBAKER INDUSTRIES LTD (hereinafter referred to as the “Assisting Party”)

Part 1 - Definitions

1.1 “Assisting Party” means the Party providing resources and, in this document, refers to StudeBaker Industries Ltd.

1.2 “Contractor” refers to StudeBaker Industries Ltd.

1.3 “County” means the County of Minburn No. 27

1.4 “Disaster” a potential, imminent or already occurring event outside the scope of normal day to day emergency operations that requires additional resources to save, protect and/or provide for the safety and welfare of residents or is required to facilitate expanded emergency response operations.

1.5 “Region of Minburn” in this Agreement is taken to include the County of Minburn No. 27 together with the Villages of both Innisfree and Mannville.

1.6 “Requesting Party” means the Party requesting resources and, in this document, may refer to the County of Minburn No. 27, Village of Innisfree, Village of Mannville individually or collectively as a region.

1.7 “Resources” means any personnel or equipment provided to the Requesting Party to aid in response.

1.8 “Villages” means the Villages of Innisfree and Mannville.

Part 2 - Purpose

2.1 **WHEREAS**, the County of Minburn and Villages of Innisfree and Mannville are responsible to plan for the protection of lives and property of their ratepayers in the event of a disaster; and

WHEREAS, StudeBaker Industries Ltd. has transportation resources capable of moving numerous individuals which could be critical in a disaster situation;

NOW THEREFORE, the parties within wish to work together to support and assist each other where possible in the event of an emergency affecting the County, Villages or their ratepayers, property, or facilities.

Part 3 – Resource Sharing Agreement

3.1 The resources listed below are subject to availability and may be provided on a case-by-case basis for disasters affecting the County in which the Contractor has been requested to assist.

- School busses
- School bus drivers/operators

3.2 The parties agree that school busses equipped with bus drivers may be utilized to safely operate school busses for the following purposes in a disaster situation affecting the County of Minburn or Villages of Innisfree and/or Mannville:

- Disaster transportation services.
- Evacuation of persons from designated evacuation zones.
- Disaster personnel response transportation.
- Mobile command post.
- Mobile responder rest unit.
- Other disaster response coordination purposes as mutually agreed on by both Parties.

3.3 Notwithstanding section 3.2, StudeBaker Industries Ltd. agrees to provide transportation in the form of school busses and bus drivers if requested by the County and/or Villages outside of school bussing hours and/or where provision of such does not disrupt the operations of student bussing.

Part 4 - Costs

4.1 Costs for use of busses shall be charged at an existing pre-established rental rate as set by the Assisting Party. Where rates have not been pre-determined costs will be calculated based on the current average hourly or industry rate in Alberta.

4.2 Any use of personnel will be charged at a rate commensurate with their current wage, position and title held at the time of the request. Documentation of proof of current wage and employment may be required by the Requesting Party for cost tracking and financial accountability.

4.3 Costs that may be billed to the Requesting Party include:

- Vehicle rental cost.
- Fuel costs incurred during deployment.
- Costs incurred in the use and/or operation of vehicles including rental, cleaning, or damage costs.
- Bus driver hourly wages.

4.4 The Requesting Party is entitled to request and be provided a written explanation of all costs as outlined in any invoices prior to processing reimbursement.

4.5 Outstanding balances in excess of thirty (30) days are subject to a late interest rate as stipulated by the Assisting Party not to exceed the rate set by the Bank of Canada at date of invoice.

4.6 Where approved by the Assisting Party costs associated with provision of resources provided to the Requesting Party may be reduced or waived.

Part 5 – Authority

5.1 Resources provided to the Requesting Party upon disaster activation will operate under the direction and authority of the Requesting Party. The Requesting Party may release and demobilize resources provided by the Assisting Party at any time.

5.2 The Assisting Party may recall any resources provided to the Requesting Party at any time.

Part 6 - Limitations

6.1 Assistance is limited to that which the Assisting Party agrees to provide to the Requesting Party at the time of request. It is understood that the Assisting Party may reasonably reserve or withhold resources that may be required for their own operations.

6.2 Extent of resources provided to the Requesting Party are at the sole discretion of the Assisting Party. This applies except where a State of Local Emergency has been declared as per the *Alberta Emergency Management Act 2000 s. 24(1) b* in which the local authority may exercise any power given to the Minister under *section 19(1)* of the *Act* including the ability to acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster.

6.3 This memorandum of understanding is not legally binding and is based solely on an agreed mutual understanding between parties. All parties agree that this agreement does not impose any binding obligation on any parties to provide disaster assistance but is a statement of the parties' intention to provide such disaster assistance voluntarily.

Part 7 – Liability

7.1 The Assisting Party shall hold throughout the entirety of this Agreement commercial general liability insurance of not less than \$5,000,000 per occurrence for personal injury, public liability and/or property damage. A copy of the Certificate of Insurance indicating such shall be provided at the request of the County and or either of the two Villages.

7.2 No action lies against any party or a person acting under the direction or authorization of the County of Minburn No. 27, Village of Innisfree, Village of Manville and/or or StudeBaker Industries Ltd. for anything done or omitted to be done in good faith while carrying out a duty under this agreement. This applies except where loss, damage, costs, or liability is caused by the gross negligence or willful misconduct of the Requesting or Assisting Party's personnel resources including contractors, subcontractors, volunteers, or other personnel.

Part 8 - Term

8.1 This memorandum of understanding shall remain in effect unless terminated by one or both parties. A thirty (30) day written notice of termination to the other party is required if such a decision is made. The notice is considered as received ten (10) business days following the postage date.

MEMORANDUM OF UNDERSTANDING: EMERGENCY MANAGEMENT
BETWEEN
REGION OF MINBURN (hereinafter referred to as the “Requesting Party”)
AND
SOUTHLAND TRANSPORTATION LTD (hereinafter referred to as the “Assisting Party”)

Part 1 - Definitions

- 1.1 “Assisting Party” means the Party providing resources and, in this document, refers to Southland Transportation Ltd.
- 1.2 “Contractor” refers to Southland Transportation Ltd.
- 1.3 “County” means the County of Minburn No. 27
- 1.4 “Disaster” a potential, imminent or already occurring event outside the scope of normal day to day emergency operations that requires additional resources to save, protect and/or provide for the safety and welfare of residents or is required to facilitate expanded emergency response operations.
- 1.5 “Region of Minburn” in this Agreement is taken to include the County of Minburn No. 27 together with the Villages of both Innisfree and Mannville.
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Part 2 - Purpose

2.1 **WHEREAS**, the County of Minburn and Villages of Innisfree and Mannville are responsible to plan for the protection of lives and property of their ratepayers in the event of a disaster; and

WHEREAS, Southland Transportation Ltd. has transportation resources capable of moving numerous individuals which could be critical in a disaster situation;

NOW THEREFORE, the parties within wish to work together to support and assist each other where possible in the event of an emergency affecting the County, Villages or their ratepayers, property, or facilities.

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- Disaster personnel response transportation.
- Mobile command post.
- Mobile responder rest unit.
- Other disaster response coordination purposes as mutually agreed on by both Parties.

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- Vehicle rental cost.
- Fuel costs incurred during deployment.
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- Bus driver hourly wages.

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7.1 The Assisting Party shall hold throughout the entirety of this Agreement commercial general liability insurance of not less than \$5,000,000 per occurrence for personal injury, public liability and/or property damage. A copy of the Certificate of Insurance indicating such shall be provided at the request of the County and or either of the two Villages.

7.2 No action lies against any party or a person acting under the direction or authorization of the County of Minburn No. 27, Village of Innisfree, Village of Manville and/or or Southland Transportation Ltd. for anything done or omitted to be done in good faith while carrying out a duty under this agreement. This applies except where loss, damage, costs, or liability is caused by the gross negligence or willful misconduct of the Requesting or Assisting Party's personnel resources including contractors, subcontractors, volunteers, or other personnel.

Part 8 - Term

8.1 This memorandum of understanding shall remain in effect unless terminated by one or both parties. A thirty (30) day written notice of termination to the other party is required if such a decision is made. The notice is considered as received ten (10) business days following the postage date.

Southland Transportation Ltd.

Dated this 5th day of February, 2021.

Cory Sandstra
Name – Printed

G.M., Northern AB
Title


Signature

County of Minburn No. 27

Dated this 22 day of February, 2021.

Brent Williams
Name – Printed

Chief Administrative Officer
Title


Signature

Village of Innisfree

Dated this ___ day of _____, 2021.

Name – Printed

Title

Signature

Village of Mannville

Dated this ___ day of _____, 2021.

Name – Printed

Title

Signature



1041 - 10A Street
Wainwright, AB T9W 2R4

T: 780.842.6144
F: 780.842.3255
www.btps.ca

March 10, 2021

Ms. Brooke Yaremchuk
c/o Village of Innisfree

RE: HANDICAP PARKING AT DELNORTE SCHOOL

Dear Brooke:

Thank you for meeting with us on March 9, 2021 to discuss the handicap parking concern at the Delnorte School in Innisfree. As discussed, we would like to explore the option of creating a parking cut in North of the main entrance. This would involve the removal of the curb, grass boulevard, modification to the side walk and removal of a portion of the pipe fence. This would create a parking space wide enough to accommodate a handicap parking lot and a handicap drop-off. This work would happen over the summer.

We look forward to your input in solving the handicap parking drop off issues at the Delnorte School.

Yours truly,

A handwritten signature in black ink, appearing to read "Randy Huxley", is written over a horizontal line.

Randy Huxley
Director of Facilities

RH/sj

Pc: File

Quote Summary

Prepared For:

Prepared By:

AGLAND
William Baranyk
4915 47th Avenue

Vermilion, AB T9X 1J4
Phone: 780-853-5361

wbaranyk@aglandcorp.com

Quote ID: 23851637
Created On: 11 March 2021
Last Modified On: 11 March 2021
Expiration Date: 19 March 2021

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE Z530R ZTrak	\$ 7,100.00 X	1 =	\$ 7,100.00
Equipment Total			\$ 7,100.00

Quote Summary	
Equipment Total	\$ 7,100.00
SubTotal	\$ 7,100.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 7,100.00
Balance Due	\$ 7,100.00
GST	\$355.00
TOTAL PURCHASE PRICE	\$7,455.00



JOHN DEERE

Selling Equipment

Quote ID: 23851637

JOHN DEERE Z530R ZTrak

Hours:

Stock Number:

Code	Description	Qty
5640GX	Z530R ZTrak	1
Standard Options - Per Unit		
001A	United States and Canada	1
1518	54 in. High Capacity Deck	1
Other Charges		
	EnviroCrate	1
	Setup	1

Quote Summary

Prepared For:

Prepared By:

AGLAND
William Baranyk
4915 47th Avenue

Vermilion, AB T9X 1J4
Phone: 780-853-5361

wbaranyk@aglandcorp.com

Quote ID: 23851481
Created On: 11 March 2021
Last Modified On: 11 March 2021
Expiration Date: 19 March 2021

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE Z530M ZTrak	\$ 6,160.00 X	1 =	\$ 6,160.00
Equipment Total			\$ 6,160.00

Quote Summary	
Equipment Total	\$ 6,160.00
SubTotal	\$ 6,160.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 6,160.00
Balance Due	\$ 6,160.00
<i>GST</i>	<i>\$308.00</i>
<i>TOTAL PURCHASE PRICE</i>	<i>\$6,468.00</i>



JOHN DEERE

Selling Equipment

Quote ID: 23851481

JOHN DEERE Z530M ZTrak

Hours:

Stock Number:

Code	Description	Qty
5630GX	Z530M ZTrak	1
Standard Options - Per Unit		
001A	United States and Canada	1
1515	54 in. Accel Deep Deck	1
Other Charges		
	Freight	1
	EnviroCrate	1
	Setup	1

MODEL	ZTrak Z530M (Model year 2021)	John Deere: ZTrak Z530R (Model year 2021)
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Key Specs

Engine power	24 hp 17.9 kW	24 hp 17.9 kW
Engine model number	FR730V	FR730V
Forward speed	0-8 mph 0-12.9 km/h	0-9 mph 0-14.5 km/h
Front caster tires	13x6.5-6	13x6.5-6
Drive tires	22x9.5-10	23x10.5-12
Seat back height	High back with armrests and ComfortGlide™, 20 in. 50.8 cm	High back with armrests and ComfortGlide™, 22.5 in. 57.1 cm
Width of cut	Accel Deep™ mower deck, 48 in. 122 cm Accel Deep mower deck, 54 in. 137 cm Accel Deep mower deck, 60 in. 152 cm	High capacity mower deck, 54 in. 137 cm High capacity mower deck, 60 in. 152 cm
Mulching system	Optional MulchControl™ attachment, 48 in. 122 cm Optional MulchControl attachment, 54 in. 137 cm Optional MulchControl attachment, 60 in. 152 cm	Optional MulchControl™ attachment, 54 in. 137 cm Optional MulchControl kit, 60 in. 152 cm
U.S. warranty	4 year or 300 hour bumper-to-bumper* (*Term limited to years or hours used, whichever comes first, and varies by model. See the LIMITED WARRANTY FOR NEW JOHN DEERE TURF AND UTILITY EQUIPMENT at JohnDeere.com or JohnDeere.ca/TUWarranty for details.)	4 year/500 hour bumper-to-bumper* (*Term limited to years or hours used, whichever comes first, and varies by model. See the LIMITED WARRANTY FOR NEW JOHN DEERE TURF AND UTILITY EQUIPMENT at JohnDeere.com or JohnDeere.ca/TUWarranty for details.)

Key Specs

U.S. list price	\$4,699 with 48-in. (122-cm) mower, \$4,899 with 54-in. (137-cm) mower, \$5,199 with 60-in. (152-cm) mower	\$5,699 with 54-in. (137-cm) HC mower, \$5,999 with 60-in. (152-cm) HC mower
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Engine

Power	24 hp 17.9 kW	24 hp 17.9 kW
Model number	FR730V	FR730V
Displacement	44.3 cu in. 726 cc	44.3 cu in. 726 cc
Cylinders	V-twin	V-twin
Lubrication	Full pressure with replaceable filter, capacity, 2 U.S. qt 1.9 L	Full pressure with replaceable filter, capacity, 2 U.S. qt 1.9 L
Type	Overhead valve	Overhead valve
Battery	12 V 300 CCA	12 V 300 CCA
Choke/speed control	Separate control levers	Separate control levers
Cooling method	Air	Air
Fuel tank capacity	4.5 U.S. gal. 17 L	4.5 U.S. gal. 17 L
Fuel gauge	Electric gauge and fuel level sight line	Electric gauge and fuel level sight line

Drive train

Dual hydros	Tuff Torq® TZT7-U with 1-in. (2.5-cm) axles	Tuff Torq TZT7-M with 1-in. (2.5-cm) axles
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Travel speed

Forward speed	0-8 mph 0-12.9 km/h	0-9 mph 0-14.5 km/h
Reverse speed	0-4 mph 0-6.4 km/h	0-4.5 mph 0-7.2 km/h
Speed and direction control	Twin premium levers	Twin premium levers

Travel speed

Control adjustment	2-height/9-fore-aft, 18 positions	2-height/9-fore-aft, 18 positions
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Chassis

Frame	Heavy-duty frame tubing	Heavy-duty frame tubing
Primer/paint	E-coat/powder	E-coat/powder
Front caster tires	13x6.5-6	13x6.5-6
Front caster bearings	Sealed ball bearings	Sealed ball bearings
Drive tires	22x9.5-10	23x10.5-12
Hourmeter	Yes	Yes
Service interval decal	Yes	Yes
Storage compartment	Yes	Yes and covered
Cup holder	Yes	Yes

Seat

Seat back height	High back with armrests and ComfortGlide, 20 in. 50.8 cm	High back with armrests and ComfortGlide, 22.5 in. 57.1 cm
Fore-aft adjustment	While seated, 3 in. 7.6 cm	While seated, 3 in. 7.6 cm
Seat suspension	Two springs and ComfortGlide	Two springs and ComfortGlide

Lift system

Type	Foot lift	Foot lift
Mower cut height	1-4 in. 2.5-10.2 cm	1-4 in. 2.5-10.2 cm
Cut height increments	0.25 in. 0.64 cm	0.25 in. 0.64 cm
Preset cut height	Yes	Yes

Mower deck

MOWER DECK

Width of cut	Accel Deep mower deck, 48 in. 122 cm Accel Deep mower deck, 54 in. 137 cm Accel Deep mower deck, 60 in. 152 cm	High capacity mower deck, 54 in. 137 cm High capacity mower deck, 60 in. 152 cm
Type	Side discharge	High-capacity side discharge
Mower deck material	10 gauge 0.135 in. 3.4 mm	9 gauge 0.150 in. 3.8 mm
Mower drive system	V-belt	V-belt

PTO

Type	Electric, 105 lb-ft 142.4 Nm	Electric, 125 lb-ft 169.5 Nm
Drive	V-belt	V-belt

Dimensions

Wheelbase	49.2 in. 125 cm	49.2 in. 125 cm
Overall length	76.9 in. 195.3 cm	81.9 in. 208 cm
Width without mower	46.6 in. 118.4 cm	48.7 in. 123.7 cm
Width with mower	48A - 62.8 in. 159.5 cm 54A - 68.6 in. 174.2 cm 60A - 73.4 in. 186.4 cm	54HC - 68.3 in. 173.5 cm 60HC - 73.5 in. 186.7 cm
Width with mower (deflector raised for storage)	48A - 54 in. 137 cm 54A - 59.7 in. 152 cm 60A - 65.6 in. 167 cm	54HC - 59.6 in. 151 cm 60HC - 65.6 in. 167 cm

DIMENSIONS

Height	47.6 in. 121 cm With rollover protective structure (ROPS) up position - 70.1 in. 178 cm	48.3 in. 122.8 cm With rollover protective structure (ROPS) up position - 70.7 in. 179.6 cm
Weight	With mower and fuel, 48A, 772 lb 351 kg With mower and fuel, 54A, 780 lb 355 kg With mower and fuel, 60A, 788 lb 358 kg	With mower and fuel, 54HC, 834 lb 379 kg With mower and fuel, 60HC, 842 lb 383 kg
Operation		
Rollover protective structure (ROPS)	Yes	Yes
Slope operating limit	15 degrees, 10 degrees with an MCS	15 degrees, 10 degrees with an MCS
Operator presence system	Yes	Yes
Park brake interlock	Yes	Yes
Operator video	Yes	Yes
Buyer's notes		
Note 1	Mower wash port makes cleaning the deck easier	Mower wash port makes cleaning the deck easier
Note 2	Flip-up foot platform for easy service access	Flip-up foot platform for easy service access
Note 3	18-position adjustable motion-control levers	18-position adjustable motion-control levers

Buyer's notes

U.S. warranty	4 year or 300 hour bumper-to-bumper* (*Term limited to years or hours used, whichever comes first, and varies by model. See the LIMITED WARRANTY FOR NEW JOHN DEERE TURF AND UTILITY EQUIPMENT at JohnDeere.com or JohnDeere.ca/TUWarranty for details.)	4 year/500 hour bumper-to-bumper* (*Term limited to years or hours used, whichever comes first, and varies by model. See the LIMITED WARRANTY FOR NEW JOHN DEERE TURF AND UTILITY EQUIPMENT at JohnDeere.com or JohnDeere.ca/TUWarranty for details.)
U.S. list price	\$4,699 with 48-in. (122-cm) mower, \$4,899 with 54-in. (137-cm) mower, \$5,199 with 60-in. (152-cm) mower	\$5,699 with 54-in. (137-cm) HC mower, \$5,999 with 60-in. (152-cm) HC mower

Optional attachments

Mulching system	Optional MulchControl attachment, 48 in. 122 cm Optional MulchControl attachment, 54 in. 137 cm Optional MulchControl attachment, 60 in. 152 cm	Optional MulchControl attachment, 54 in. 137 cm Optional MulchControl kit, 60 in. 152 cm
Rubber floor mat	Foot platform only	Foot platform and toe board
Sun shade	Optional	Optional
Mounted sprayer	No	No
Storage cover	No	Yes
Light kit	Optional 4-point LED Light kit	4-point LED Light kit
Material collection system	Power Flow rear bagger, 6.5 bu 230 L Not available on 60A	Power Flow rear bagger, 6.5 bu 230 L Not available on 60HC

Additional information

Date collected	18-Aug-2020	18-Aug-2020
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Z500E operator station



Z500M operator station



Z500R operator station

Overview

These John Deere Z500 ZTrak™ Mowers are very different than their predecessors. They feature an updated operator station with elements designed to enhance operator comfort, ease of use, and showroom appeal. These elements portray a clear step-up strategy from E to M to R. All models have more comfortable and styled seats, upgraded displays, and foot platforms. This lineup of zero-turn mowers defines the premium residential market.

Benefits

- The Z500 frame, design, and styling offer durability, ease of use, and comfort for residential operators and large property owners.
- The seats, foot platform, and motion control levers are key elements unique to each model and combine to enhance operator comfort.
- Cut-and-sewn seats, intuitive controls, and ease of operation transform the mowing chore to a comfortable and easy experience.

Additional details

Design elements common to all Z500 ZTrak Mowers

- Improved height-of-cut position and pin system
- 12-V charging port
- Rollover protective structure (ROPS)
- Electronic fuel gauge and fuel sight line
- Deck foot lift assist
- Deck transport lock
- Seat belt

Design elements unique to E-spec models

- 18-in. (45.7-cm) cut-and-sewn seat with armrests and John Deere logo on seat back
- Standard motion control levers painted black
- Standard LCD display

Design elements unique to M-spec models

- 20-in. (50.8-cm) cut-and-sewn seat with ComfortGlide™ suspension system, armrests, and accents on seat back
- Premium motion control levers painted green
- Rubber floor mat on foot platform

Design elements unique to R-spec models

- 22.5-in. (57.1-cm) cut-and-sewn seat with ComfortGlide suspension system, armrests, and accents on seat back and seat bottom

- Advanced LCD display
- Covered storage compartment
- Floor mat on foot platform and toe board
- Foot pegs
- Foot platform isolators
- Four-point integrated light-emitting diode (LED) lighting



Z515E foot platform



Z530M foot platform with rubber mat



Z545R foot platform with rubber mat and foot pegs

When stepping up to an M-spec model from an E-spec model, the foot platform gains a floor mat.

When stepping up to an R-spec model from an M-spec model, the foot platform and toe board gain a floor mat as well as foot pegs.

Ask a product-related question ([JavaScript:open_win\('http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html?'\)](http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html)

referrer=http://dlrdoc.deere.com/sales/salesmanual/en_NA/lawn_equipment/2021/feature/_operator_station_seat_storage/z500_op_station_controls_df.htm

This information was helpful

This information was not helpful

Last Updated: 21-Sep-2020

[Home](http://dlrdoc.deere.com/sales/salesmanual/index.html) (<http://dlrdoc.deere.com/sales/salesmanual/index.html>) | [Feedback](http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html) (http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html) | [Privacy & Data](https://www.deere.com/en/privacy-and-data/) (<https://www.deere.com/en/privacy-and-data/>) | [Legal](https://www.deere.com/en/privacy-and-data/terms/) (<https://www.deere.com/en/privacy-and-data/terms/>)

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Engine horsepower and torque information for non-Deere engines are provided by the engine manufacturer for comparison purposes only. Actual operating horsepower and torque will be less. Refer to the engine manufacturer's Web site for additional information.

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Z500E frame and styling



Z500M frame and styling



Z500R frame and styling

Overview

The John Deere Z500 ZTrak™ Mowers are very different than their predecessors. They feature updated styling along with enhanced performance and comfort features which portray a clear step-up strategy from E to M to R. All models have a robust frame with intentional design features like the integrated light-emitting diode (LED) four-point lighting system that is standard on R models and optional on E and M models. This lineup of zero-turn mowers defines the premium residential market.

Benefits

- The Z500 frame, design, and styling offer durability, ease of use, and comfort for residential operators and large property owners.
- Redesigned systems like height of cut selection and standard deck foot lift assist with automatic transport lock makes mowing more efficient.

Additional details

Design elements common to all Z500 ZTrak Mowers

- 5-in. x 2-in. (38-mm x 51-mm) heavy-duty frame tubing
- Rollover protective structure (ROPS)
- Updated styling for an all-new look

Design elements unique to the E-spec models

- Maximum forward ground speed of 8 mph (12.9 km/h)
- Standard motion control levers painted black
- 18-in. (45.7-cm) seat with logo on seat back

Design elements unique to the M-spec models

- Maximum forward ground speed of 8 mph (12.9 km/h)
- Premium motion control levers painted green
- 20-in. (50.8-cm) seat with ComfortGlide™ suspension system and logo and accents on seat back

Design elements unique to the R-spec models

- Maximum forward ground speed of 9 mph (14.5 km/h)
- Premium motion control levers painted green
- 22.5-in. (57.1-cm) seat with ComfortGlide suspension system and logo and accents on seat back and seat bottom
- Fender flares
- Covered storage compartment
- Foot platform isolators
- Standard rear hitch



Z515E without rear hitch



Z545R with rear hitch



Close-up of rear hitch on Z545R

The rear hitch is an optional feature on E-spec and M-spec Z500 ZTrak Mowers and standard equipment on R-spec Z500 ZTrak Mowers.

Ask a product-related question ([JavaScript:open_win\("http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html?referrer=http://dlrdoc.deere.com/sales/salesmanual/en_NA/lawn_equipment/2021/feature/_frame_hitch_wheel_tires/z500_frame_styling_df.htm"\)](http://dlrdoc.deere.com/sales/salesmanual/feedback_form.html?referrer=http://dlrdoc.deere.com/sales/salesmanual/en_NA/lawn_equipment/2021/feature/_frame_hitch_wheel_tires/z500_frame_styling_df.htm))







Z500 SERIES RESIDENTIAL ZERO TURN MOWERS



Easy to Read Fuel Gauge



Kawasaki V-Twin Engine



Roll Over Protection Structure

- 4 Year / 300 Hour Warranty
- Accel-Deep™ Mower Decks
- 8 mph/13 km/h Travel Speed
- 4.5 Gallon/17 Liter Fuel Tank

Z530M

- 20-in./51 cm Cut And Sewn Seat
- 2 Seat Springs with ComfortGlide™ Suspension
- Twin Premium Levers
- Folding ROPS*
- Deck Foot Lift Assist
- 12V Charging Port

- Convenient Attachments Are Available

PREMIUM FEATURES

24hp* Kawasaki V-Twin Engine
(17.8kW, 726cc)

48-, 54-, and 60A-in. Decks
(121-, 137-, and 152 cm)
Accel-Deep™ Mower Deck


Hydrostatic
Transmission

Z530 M




JOHN DEERE

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	Innisfree School Council
Meeting Date & Time:	Feb 23, 2021 7:00 -- 8:00 - Virtual
Attendees:	Stacey Barros, Vanessa Fandoy, Elise Nott, Carmen Kassian, Amberlynn Myskowiak, Rose Gorniak, Lori Feschak, April Pentelick, Tracy Rudolf, Deb McMain
Discussion:	<ul style="list-style-type: none"> - Grade Six Students are making school morning announcements - going well - Students are looking for school jobs - going well - Ukelele lessons have started
Actions:	<ul style="list-style-type: none"> - Buffalo Trails & School are meeting with AB. Transportation Feb 25, 2021 - Playground has dog "pooh" (problem) looking at signs and plastic bags etc.
Future Items:	Next meeting March 23, 2021
Submitted By:	 <p>Ms. Debbie McMain PO Box 227 Innisfree AB T0B 2G0</p>

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	M M I F C S S
Meeting Date & Time:	MAR - 9 2021 9:00 - 10:00
Attendees:	Mike Mykhovych, Jocelyne Kanovaz, Roger Konieczny, Jannette Riedel, Debbie Alicia Rutt, Val Mytz, Doreen Ockerman
Discussion:	<ul style="list-style-type: none"> - Counting Numbers - Sense of Belonging - Survey Results - 45 replies - - Grant Funding for Mental Health & Addictions was not approved - FCSS staff are doing staff development with limited results - Mannville - Alicia setup a kit - for Preschool - Recipes and Stories - Building Family Bonds in Mannville - Zooming with Seniors - Good - But many to not have internet - March 16 - Seniors Zoom - Reasons to Be Grateful
Actions:	<p>use 211 - for info Canadian Mental Health</p> <p>For Teenagers - Screenagers Video thru Family Resources Network</p> <p>Community challenge in Jan (16) Feb (19) Participade</p> <p>March 7's Community</p>
Future Items:	<ul style="list-style-type: none"> - Zoom with MLA - Jackie - Volunteer Appreciation - plans to interview people - Further Funding for Covid-19 resources maybe available April 13 - Let's Talk Fraud
Submitted By:	 <p>Ms. Debbie McMann PO Box 227 Innisfree AB T0B 2G0</p>

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICERS REPORT

February 16, 2021 – March 16, 2021

Administration

➤ **Finances:**

○ **Year end**

- i. Administration has completed most of the year-end reporting. There are some areas that cannot be finalized until Audit is completed.
- ii. Auditors are scheduled to present the 2020 Financial Statement and Auditors Report at the April 20, 2021 Regular Council Meeting.

○ **2021 Interim Budget & Budget Forecast(s)**

- i. Finalized Budget will be presented once 2020 audit is completed (Approx. April-May 2021).

○ **2021 Utility Rates**

- i. As requested by Council, Administration will bring forward the 2021 Utility Rates once the 2020 Municipal Audit is completed.

➤ **Events:**

- Administration will start planning events for Spring/Summer (COVID-19 Friendly).

➤ **Grant Funding**

2020 SFE's deadline is May 1, 2021.

○ **Canada Summer Jobs:**

- i. Administration has submitted our applications for Canada Summer Job.

○ **MSI Capital:**

- i. **Administration Office Renovations:** Administration has applied for funding (MSI Capital) to have some minor renovations done to the Administration Office. This will include re-varnishing/sanding/Painting of the outside, removing old carpet and replacing with flooring, front desk to be re-done to allow better accessibility to residents/visitors.

- ii. **Community Garden:** Administration has also applied for funding through MSI for the Community Garden. We are hoping to receive funds to assist the Village with start up costs.

○ **MOST Grant**

- i. The Village has received \$27,581.00 in funding towards COVID-19 related expenses incurred in 2020.

a) **Personal Protective Equipment:** \$265.00

Hand Sanitizer, Masks & Plexi-Glass

b) **Supplemental Cleaning:** \$0.00

c) **Replacement of Reduced Revenues:** \$ 14,178.81

d) **Supports for Vulnerable Populations:** \$0.00

e) **Public Health Communication and Enforcement:** \$0.00

f) **Supporting Remote Work:** \$1,137.19

Team-Viewer Sub. & VPN Software

- g) **Capital Investments to Reduce Transmission Risk:** \$0.00
- h) **Contributions to Other Entities:** \$12,000.00
Transfer to Not-for-Profit organizations for reasons associated with COVID-19.
- i) **Employee Compensation:** \$0.00
- j) **Public Transit Expenditures:** \$0.00
- k) **Other Eligible Expenses or Reduced Revenues:** \$0.00
- **MSP Grant (2021 Projects)**
 - i. **Birch Lake Campground: \$25,000.00**
 - a) Office roof repairs (to be completed in 2020)
 - b) Ball diamonds (repaint, repair dug outs, repair electrical connections, replace shale in diamonds, etc.)
 - c) Repairs/Replace Change House and outhouses
 - d) Camp Kitchen (Day use area) - replace wood stove
 - ii. **Innisfree Fire Department: \$25,000.00**
 - a) purchase/install new hot water tank
 - b) Repair/replace overhead doors
 - c) Repairs to leaky roof
 - d) Repair cement pad - truck bay
 - e) Build a gear locker
 - f) run air lines along roof
 - g) LED Lighting
 - h) Repainting of Truck Bay Floor
 - i) Build shelving in truck bay
 - j) Upgrades to cold storage

➤ **GIS System – County of Minburn**

- Ongoing.
- Administration had a quick conversation with the County of Minburn CAO in this regard. MAMP Grant is an 80/20 Cost share (Maximum grant funding to be applied for is \$50,000.00). ***How would Council like to proceed? Should the Village move forward with applying for the MAMP Grant through FCM or table this until later in 2021?***

○

➤ **2021 Municipal Election**

- Nomination packages for the 2021 Municipal Election are available online or by contact Administration.

➤ **Training**

- Elected Officials:
 - MEO (Municipal Elected Officials Course) **On-line or in-person**
- Director of Emergency Management:
 - ~~BEM (Basic Emergency Management) **on-line or in-person**~~
 - DEM **In-Person**
 - ~~ICS 100, 200 and 300~~ **ICS 100 on-line and in-person* *200 & 300 only in-person**
- Municipal Staff:
 - BEM (Basic Emergency Management) **on-line or in-person**

- ~~ICS 100 *on line and in person*(PW is certified)~~
PW Foreman has yet to complete the BEM Course

- **Subdivision & Development Appeal Board Training**
 - Administration has not received any applications for members at large to sit on the SDAB. Administration will advertise again through the Innisfree Informer, Website and Social Media.

Birch Lake Campground:

➤ **Innisfree Campground Cleanup & Inventory**

Some tasks that are currently on going are:

- Office roof repairs:
To be completed Spring of 2021.
- Inspect Outhouses – Campground
- Ensure roads at Campground are gravelled
- Trim Tree's in sites – Campground
- Clean out Fire Pits
- Post removal at campground
- Campground Sign Replacement

➤ **Campground/Rec Park Managers**

The Village has conducted interviews with those who had applied for the Birch Lake Campground/Rec Park Manager positions. Administration has selected a person(s) for the Manager Position and are scheduled to start on May 1, 2021 as per their Job Description.

Public Works

➤ **2020 Village Project List:**

- Flooding Mitigation & Culvert Installation – Ongoing

➤ **Proposed Project List:**

- Trimming of Tree's in Town. Ensuring back-alleys/sidewalks are clear of overhanging tree's
- Stop Sign Replacement
- Innisfree Community Garden
- Seniors Drop-In Centre (Inspect/Repair Plumbing Issues)
- Fire Hydrant Replacement
- Install 2 more Fire Hydrants to Increase Coverage
- Sidewalk Rehabilitation
- Correct Multiple Manhole Defects
- Remove concrete pile – West side of Town

Bylaw Enforcement

- Bylaw enforcement is still on going.

Upcoming Events:

- March 31, 2021 – Deadline to Submit Tax Recovery Arrears List
- April 2, 2021 – Good Friday (Office Closed)
- April 5, 2021 – Easter Monday (Office Closed)
- April 20, 2021 – Regular Council Meeting

ACTION LIST

- See page 5.

ACTION LIST

MOTION #	TITLE	DEPARTMENT	Details:
2019-04-23/04	Solar Ninja's Quote Dated June 29, 2018	Admin/Council	Council has advised that we wait until further notice.
2019-11-19/04	Innisfree/Minburn Fire Department – Agreement Analysis	Admin	Fire Services Feasibility Study is completed. Waiting for the County of Minburn's recommendation.
2020-07-21/09	Flood Mitigation / Culvert Installation – Bar Engineering	Admin	Completed. Currently waiting for a surveyor to survey the URW area in order to discharge the rest of the URW. Sidewalk and road repair to take place in 2021. <i>*survey has been completed. Public Works has drawn up a map to be included with the Discharge of Partial URW Form. Administration to submit with lawyers & AB Land Titles*</i>
2020-12-15/13	2021 Utility Rates	Admin/Council	Tabled to a future Council Meeting.



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
TAXATION				
1-00-00-110	Taxes Residential	167,796.62	170,000.00	0.00
1-00-00-111	Taxes Non-Residential	46,938.72	49,000.00	0.00
1-00-00-112	Taxes M & E	1,817.35	1,900.00	0.00
1-00-00-190	Taxes Linear	25,184.67	25,200.00	0.00
1-00-00-230	Taxes Federal GIL	892.31	890.00	0.00
1-00-00-250	Taxes Minimum Levy	0.00	55,000.00	0.00
1-00-00-321	ASFF Residential Levy	27,555.43	27,550.00	0.00
1-00-00-322	ASFF Non-Residential Levy	11,297.39	11,300.00	0.00
1-00-00-330	Seniors Housing Levy	1,841.98	2,825.00	0.00
* TOTAL TAXATION		283,324.47	343,665.00	0.00
REQUISITIONS				
2-00-00-321	ASFF Requisition Residential	36,666.58	27,550.00	0.00
2-00-00-330	Seniors Foundation Requisition	1,842.00	2,825.00	2,825.00
* TOTAL REQUISITIONS		38,508.58	30,375.00	2,825.00
**P TOTAL TAX AVAILABLE FOR MUNICI		244,815.89	313,290.00	(2,825.00)
GENERAL REVENUE				
1-00-00-510	Penalties Taxes	26,629.99	27,500.00	20,591.84
1-00-00-540	Franchise Fees - Natural Gas	24,415.98	23,500.00	4,642.93
1-00-00-541	Franchise Fees - Electricity	14,722.48	14,500.00	2,577.97
1-00-00-550	Bank Interest	3,249.08	2,580.00	558.08
1-01-00-590	Other Revenue Own Sources Invest	385.00	300.00	35.00
1-11-00-152	Council Health Benefit Cost Recovery	2,189.64	2,000.00	375.26
** TOTAL GENERAL REVENUE		71,592.17	70,380.00	28,781.08
ADMIN REVENUE				
1-12-00-401	Sales Photocopies, Faxes, Services	877.98	825.00	224.29
1-12-00-560	Rental Revenue Adm	8,611.79	7,980.00	1,350.00
1-12-00-590	Other Revenue Own Sources Adm	1,874.66	1,850.00	6,000.00
1-12-00-840	Grants Conditional Provincial Adm	274,826.00	0.00	0.00
1-12-00-911	LTO Cost Recovery	250.00	250.00	0.00
** TOTAL ADMIN REVENUE		286,440.43	10,905.00	7,574.29
FINE REVENUE				
1-21-00-530	Fines Police	500.00	0.00	100.00
** TOTAL FINE REVENUE		500.00	0.00	100.00
FIRE REVENUE				
1-23-00-410	Fees Fire Fighting	13,081.07	12,075.00	1,185.25
1-23-00-850	Grants Conditional Local Gov't Fire	20,730.03	0.00	5,261.07
** TOTAL FIRE REVENUE		33,811.10	12,075.00	6,446.32
BYLAW REVENUE				



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
1-26-00-522	License Animal	600.00	570.00	582.00
1-26-00-523	Business Licenses	375.00	350.00	325.00
1-26-00-590	Fines Bylaw	425.00	450.00	0.00
** TOTAL BYLAW REVENUE		1,400.00	1,370.00	907.00
PUBLIC WORKS REVENUE				
1-32-00-430	Sales Service (Grass, Snow)	1,063.10	1,100.00	0.00
1-32-00-560	PW Rental Revenue	0.00	200.00	0.00
1-32-00-830	Grants Federal (CSJ) PW	8,400.00	0.00	0.00
** TOTAL PUBLIC WORKS REVENUE		9,463.10	1,300.00	0.00
STORMWATER REVENUE				
1-37-00-410	Stormwater Infrastructure Renewal	4,770.84	4,950.00	766.19
** TOTAL STORMWATER REVENUE		4,770.84	4,950.00	766.19
WATER REVENUE				
1-41-00-410	Water Consumption	38,242.73	45,000.00	6,444.38
1-41-00-411	Regional Water Fund	23,300.00	24,475.00	3,750.24
1-41-00-412	Water Base Fee	28,089.39	29,300.00	4,584.40
1-41-00-510	Penalties Water	2,402.73	1,650.00	584.71
** TOTAL WATER REVENUE		92,034.85	100,425.00	15,363.73
SEWER REVENUE				
1-42-00-410	Billings Sewer	35,061.96	36,900.00	5,754.85
** TOTAL SEWER REVENUE		35,061.96	36,900.00	5,754.85
SOLID WASTE				
1-43-00-410	Billings Garbage	46,935.63	49,200.00	7,667.67
1-43-00-411	Regional SWM Infrastructure Fee	17,953.30	18,300.00	2,877.99
** TOTAL SOLID WASTE		64,888.93	67,500.00	10,545.66
COMMUNITY REVENUE				
** TOTAL COMMUNITY REVENUE		0.00	0.00	0.00
LAND REVENUE				
1-61-00-522	Permits (Development, Subdivision)	0.00	125.00	0.00
** TOTAL LAND REVENUE		0.00	125.00	0.00
RECREATION REVENUE				
1-72-00-590	Fees Park Grounds	0.00	18,000.00	0.00
1-72-00-591	Fees Park Concession	0.00	2,000.00	0.00
** TOTAL RECREATION REVENUE		0.00	20,000.00	0.00
CULTURAL REVENUE				
1-74-00-415	Museum Donations	100.00	0.00	0.00



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
**	TOTAL CULTURAL REVENUE	100.00	0.00	0.00
***	TOTAL REVENUE	844,879.27	639,220.00	73,414.12
COUNCIL EXPENSE				
2-11-00-130	Employer Cont Source Dec=ductions	2.80	250.00	0.00
2-11-00-151	Fees Council	5,745.00	5,000.00	960.00
2-11-00-152	Benefits Council	2,007.17	1,965.00	375.26
2-11-00-211	Travel/Subsistence Council	357.14	550.00	0.00
2-11-00-212	Conventions/Seminars Council	860.00	1,500.00	0.00
2-11-00-274	Council Insurance	582.00	582.00	0.00
**	TOTAL COUNCIL EXPENSE	9,554.11	9,847.00	1,335.26
ADMIN EXPENSE				
2-12-00-110	Salaries & Wages Adm	62,339.43	64,533.00	10,442.32
2-12-00-111	Honorarium (Admin)	0.00	750.00	0.00
2-12-00-130	Employer Contributions Source Adm	4,380.71	4,015.00	757.16
2-12-00-131	Employer Benefits Adm	21,069.81	20,500.00	1,377.44
2-12-00-135	Workers Compensation ADM	2,297.55	700.00	0.00
2-12-00-211	Travel/Subsistence Adm	0.00	750.00	0.00
2-12-00-212	Education Adm	260.00	500.00	0.00
2-12-00-215	Telecommunications	6,225.54	5,800.00	928.48
2-12-00-216	Postage & Freight	923.72	500.00	155.91
2-12-00-220	Membership Dues Adm	1,347.51	1,250.00	1,132.49
2-12-00-221	Advertising/Printing/Subscriptions Adm	6,627.02	6,000.00	603.67
2-12-00-230	Audit/Assessor Fees Adm	35,430.00	15,000.00	1,150.00
2-12-00-250	Contracted Services Adm	23,595.86	22,500.00	3,775.70
2-12-00-274	Insurance Adm	2,525.00	2,525.00	21,291.92
2-12-00-290	Election/Census Expense Adm	0.00	2,000.00	0.00
2-12-00-510	Goods, Materials & Supplies Adm	8,171.59	7,500.00	310.50
2-12-00-540	Utilities Heat Adm	1,556.78	1,600.00	159.21
2-12-00-541	Utilities Power Adm	2,761.79	2,500.00	196.83
2-12-00-810	Bank Charges Adm	1,575.45	1,500.00	284.84
2-12-00-911	Land Title Charges	810.00	500.00	20.00
2-12-00-995	Legal Expenses	34,338.73	10,000.00	0.00
**	TOTAL ADMIN EXPENSE	216,236.49	170,923.00	42,586.47
FIRE EXPENSE				
2-23-00-120	Salaries & Wages Fire	16,196.00	17,500.00	1,712.00
2-23-00-211	Travel & Subsistence Fire	2,109.53	1,000.00	0.00
2-23-00-215	Telecommunications Fire	3,252.38	2,100.00	440.33
2-23-00-217	Freight & Postage Fire	26.90	50.00	0.00
2-23-00-234	Training Fire	2,333.19	2,500.00	0.00
2-23-00-250	Contracted Services Fire	607.86	500.00	96.58
2-23-00-274	Insurance Fire	2,284.00	2,284.00	0.00
2-23-00-510	Supplies, Goods & Equipment Fire	13,895.76	12,500.00	0.00
2-23-00-540	Utilities Heat Fire	2,496.37	2,500.00	379.16
2-23-00-541	Utilities Power Fire	1,763.56	1,900.00	182.11
2-23-00-762	Transfer to Capital Reserves Fire	0.00	4,000.00	0.00
**	TOTAL FIRE EXPENSE	44,965.55	46,834.00	2,810.18



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
2-25-00-310	911 Requisition	1,427.20	1,430.00	1,204.20
**	TOTAL EMGERENCY SERVICE EXPENS	1,427.20	1,430.00	1,204.20
BYLAW EXPENSE				
2-26-00-221	Bylaw Advertising	0.00	600.00	0.00
2-26-00-222	Bylaw Enforcement Costs	0.00	500.00	0.00
2-26-00-510	Animal Control Goods & Materials	0.00	250.00	0.00
**	TOTAL BYLAW EXPENSE	0.00	1,350.00	0.00
PUBLIC WORKS EXPENSE				
2-32-00-110	Salaries & Wages PW	26,487.89	27,084.00	4,382.48
2-32-00-111	Honorarium (PW)	0.00	750.00	0.00
2-32-00-115	Salaries & Wages Casual PW	9,240.00	0.00	0.00
2-32-00-130	Employer Contributions Source PW	2,213.97	2,100.00	313.52
2-32-00-131	Employer Benefits PW	6,142.74	6,000.00	495.08
2-32-00-211	Travel & Subsistence PW	0.00	100.00	0.00
2-32-00-215	Telecommunications PW	2,516.61	2,450.00	394.77
2-32-00-217	Freight & Postage PW	405.97	350.00	0.00
2-32-00-250	Contracted Services PW	593.16	500.00	100.78
2-32-00-270	CN Services PW	130.00	130.00	0.00
2-32-00-274	Insurance PW	5,200.00	5,200.00	0.00
2-32-00-510	Goods, Supplies & Materials PW	109,747.01	15,000.00	495.64
2-32-00-521	Fuel & Oil PW	5,852.51	5,500.00	457.44
2-32-00-540	Utilities Heat PW	1,893.21	1,675.00	279.18
2-32-00-541	Utilities Power (Street/Shop) PW	57,396.48	55,650.00	4,473.08
2-32-00-762	Transfer to Capital PW	0.00	9,500.00	0.00
**	TOTAL PUBLIC WORKS EXPENSE	227,819.55	131,989.00	11,391.97
STORM DRAINAGE EXPENSE				
2-37-00-510	Goods & Equipment Repairs - Storm Draina	1,200.00	1,200.00	0.00
**	TOTAL STORM DRAINAGE EXPENSE	1,200.00	1,200.00	0.00
WATER EXPENSES				
2-41-00-110	Salaries & Wages Water	11,030.50	11,607.00	1,878.20
2-41-00-130	Employer Contributions Source Water	768.04	725.00	134.38
2-41-00-131	Employer Benefits Water	1,206.04	1,150.00	212.18
2-41-00-215	Telecommunications - Water	1,082.95	900.00	180.42
2-41-00-250	Contracted Services Water	7,637.76	6,400.00	623.14
2-41-00-274	Insurance Water	3,400.00	3,400.00	0.00
2-41-00-350	ACE Regional Water Purchase	67,445.01	55,000.00	5,005.85
2-41-00-510	Goods, Supplies & Materials Water	9,055.87	7,600.00	79.05
2-41-00-540	Utilities Heat Water Plant	1,584.64	1,510.00	229.18
2-41-00-541	Utilities Power Water Plant	6,218.29	6,160.00	505.07
2-41-00-762	Transfer to Capital Water	0.00	8,500.00	0.00
2-41-00-840	750-Capital ACE Water Contribution	0.00	37,400.00	0.00
**	TOTAL WATER EXPENSES	109,429.10	140,352.00	8,847.47
SEWER EXPENSE				
2-42-00-110	Salaries & Wages Sewer	6,331.50	6,683.67	1,081.50
2-42-00-130	Employer Contributions Source Sewer	444.90	400.00	78.00



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
2-42-00-131	Employer Benefits Sewer	329.95	350.00	61.76
2-42-00-250	Contracted Services Sewer	0.00	1,000.00	0.00
2-42-00-274	Insurance Sewer	1,275.00	1,275.00	0.00
2-42-00-510	Goods, Supplies & Materials Sewer	2,240.00	3,500.00	0.00
2-42-00-541	Utilities Power Sewer Lift Stations	5,795.91	5,175.00	521.07
2-42-00-762	Transfer to Capital Sewer	0.00	10,000.00	0.00
** TOTAL SEWER EXPENSE		16,417.26	28,383.67	1,742.43
GARBAGE EXPENSE				
2-43-00-110	Salaries & Wages Garbage	19,472.43	20,519.00	3,320.20
2-43-00-130	Employer Contributions Source Garbage	1,361.12	1,300.00	238.50
2-43-00-131	Employer Benefits Garbage	1,645.82	1,500.00	294.50
2-43-00-250	Contracted Services Garbage	26,538.56	23,500.00	967.91
2-43-00-274	Insurance Garbage	360.00	360.00	0.00
2-43-00-510	Goods, Supplies & Materials Garbage	0.00	500.00	0.00
2-43-00-762	Transfer to Capital Garbage	0.00	18,500.00	0.00
** TOTAL GARBAGE EXPENSE		49,377.93	66,179.00	4,821.11
FCSS EXPENSE				
2-51-00-351	FCSS Requisition	1,837.75	1,850.00	1,837.75
** TOTAL FCSS EXPENSE		1,837.75	1,850.00	1,837.75
PLANNING EXPENSE				
2-61-00-510	General Goods, Supplies and Materials	0.00	500.00	0.00
2-61-00-250	Contracted Services	767.00	775.00	0.00
** TOTAL PLANNING EXPENSE		767.00	1,275.00	0.00
LAND PURCHASES EXPENSE				
** TOTAL LAND PURCHASES EXPENSE		0.00	0.00	0.00
RECREATION EXPENSES				
2-72-00-130	Employer Contributions Source Recreation	0.00	110.00	0.00
2-72-00-215	Freight/Phone/Postage Recreation	811.90	850.00	0.00
2-72-00-221	Printing/Advertising/Subscriptions	380.00	400.00	0.00
2-72-00-250	Contracted Services Recreation	0.00	12,000.00	0.00
2-72-00-255	Maintenance Sports Grounds	0.00	750.00	0.00
2-72-00-274	Insurance Recreation	1,126.15	1,130.00	0.00
2-72-00-510	Goods, Materials & Supplies Recreation	0.00	4,000.00	0.00
2-72-00-511	Rec Park Float	0.00	100.00	0.00
2-72-00-521	Fuel and Oil Park	352.16	500.00	0.00
2-72-00-540	Utilities Heat Park Building	1,066.84	775.00	101.38
2-72-00-541	Utilities Power Park Grounds	1,588.33	1,350.00	150.10
2-72-00-591	Concessions Park Grounds	0.00	200.00	0.00
2-72-00-762	Transfer to Capital Recreation	0.00	5,000.00	0.00
** TOTAL RECREATION EXPENSES		5,325.38	27,165.00	251.48
CULTURE EXPENSES				
2-74-00-250	Contracted Services Library/Museum	0.00	100.00	0.00
2-74-00-274	Insurance Cultural Organization	0.00	1,600.00	0.00



Village of Innisfree
Revenue & Expense Report

General Ledger	Description	2020 Actual	2021 Budget	2021 Actual
2-74-00-300	Regional Library Requisition	1,166.29	1,150.00	1,166.29
2-74-00-350	Local Municipal Library Grant	3,500.00	3,500.00	0.00
2-74-00-510	Goods & Materials Library/Museum/Culture	75.00	0.00	0.00
2-74-00-540	Utilities Heat Museum	3,258.08	2,726.00	463.58
2-74-00-541	Utilities Power Museum	1,527.21	1,350.00	145.35
2-74-00-415	Donations - Museum	100.00	0.00	0.00
** CULTURE EXPENSES		9,626.58	10,426.00	1,775.22
*** TOTAL EXPENSES		693,983.90	639,203.67	78,603.54
**** (SUPLUS)/DEFICIT		(150,895.37)	(16.33)	5,189.42

*** End of Report ***



Village of Innisfree

Tax Trial Balance (Full Listing)

Trial Balance As Of 2021-03-09

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	283,782.51		Local Improvement Levy		0.00			
		Additional Tax Levy	0.00		Accumulated Penalty		20,591.84			
					Outstanding Penalty		20,368.76			
Sub Ledger					General Ledger					
		Current	11,793.59							
		1 Year	60,257.96			3-00-00-211	11,793.59			
		2 Years	48,628.47			3-00-00-212	172,405.75			
		3 Years	25,241.71			Totals	<u>184,199.34</u>			
		Over 3	38,277.61							
		Outstanding	<u>184,199.34</u>							
						Total GL	184,199.34			
						Total SL	184,199.34			
						Proof	<u>0.00</u>			

*** End of Report ***



Village of Innisfree
Utilities Trial Balance (All Balances)
 Trial Balance As Of 2021-03-09

Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	12,280.76		
Overdue 1	2,974.43	3-00-00-274	25,953.30
Overdue 2	2,108.92		
Overdue 3	1,840.02		
Overdue 4	6,749.17		
Outstanding	25,953.30	Totals	25,953.30
		Total GL	25,953.30
		Total SL	25,953.30
		Proof	0.00

*** End of Report ***



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20210063	2021-02-18	ACE	2-41-00-350	INN-01312021	PAYMENT JANUARY 2021 WATER CONSUMPTI	5,005.85	5,005.85
20210064	2021-02-18	Alberta Municipal Services Corpor	2-32-00-540	21-1037253	PAYMENT		8,068.38
			2-41-00-540	21-1037253	GAS - NEW PW SHOP	293.14	
			2-74-00-540	21-1037253	GAS - WTP	240.64	
			2-23-00-540	21-1037253	GAS - MUSEUM	486.76	
			2-12-00-540	21-1037253	GAS - FIREHALL	398.12	
			2-32-00-541	21-1037253	GAS - VILLAGE OFFICE	167.17	
			2-32-00-541	21-1037253	SENTINEL LIGHTS	54.74	
			2-41-00-541	21-1037253	POWER - NEW PW SHOP	394.25	
			2-32-00-541	21-1037253	POWER - WTP	530.32	
			2-74-00-541	21-1037253	POWER - OLD PW SHOP	21.00	
			2-23-00-541	21-1037253	POWER - MUSEUM	152.62	
			2-12-00-541	21-1037253	POWER - FIREHALL	191.22	
			2-12-00-541	21-1037253	POWER - VILLAGE OFFICE	206.67	
			2-42-00-541	21-1037253	POWER - LIFT STATION	219.71	
			2-42-00-541	21-1037253	POWER - LIFT STATION	139.68	
			2-42-00-541	21-1037253	POWER - LIFT STATION	187.73	
			2-72-00-541	21-1037253	POWER - REC PARK	157.61	
			2-32-00-541	21-1037253	XMAS LIGHTS	21.00	
			2-32-00-541	21-1037253	STREET LIGHTS	4,206.00	
20210065	2021-02-18	AMSC Insurance Services	2-11-00-152	0732-42,322	PAYMENT		1,793.69
			2-32-00-131	0732-42,322	AARON CANNAN	187.63	
			2-32-00-131	0732-42,322	JUSTIN FLEMING	322.39	
			2-12-00-131	0732-42,322	BOBBI JO JACKSON	302.23	
			2-12-00-131	0732-42,322	BOBBI JO JACKSON	302.23	
			2-12-00-131	0732-42,322	BROOKE MAGOSSE	679.21	
20210066	2021-02-18	County of Minburn	2-43-00-250	30866	PAYMENT		967.91
					JANUARY 2021 TIPPPAGE AND TRUC	967.91	
20210067	2021-02-18	Desjardins Card Services	2-12-00-510	26-01-2021	PAYMENT		143.82
			2-12-00-510	26-01-2021	BLACK TONER	93.44	
					BLACK & COLOUR INK CARTRIDGES	50.38	
20210068	2021-02-18	Minco Gas Co-op Ltd.	2-72-00-540	JANUARY2021	PAYMENT		106.45
					REC PARK GAS	106.45	
20210069	2021-02-18	Municipal Information Systems Inc	2-12-00-250	20202264	PAYMENT		1,416.78
					SOFTWARE INSTALLATION PLAN 30.	1,416.78	
20210070	2021-02-18	Suncor Energy Products Partnersl	2-32-00-521	21-02-01	PAYMENT		480.31
					PW FUEL	480.31	
20210071	2021-02-18	Telus Communications Company	2-12-00-215	JAN28-FEB27,21	PAYMENT		481.84
			2-12-00-215	JAN28-FEB27,21	CABLE MILEAGE	45.82	
			2-41-00-215	JAN28-FEB27,21	592-2010	73.72	
			2-12-00-215	JAN28-FEB27,21	592-2414	94.72	
			2-12-00-215	JAN28-FEB27,21	592-3729	73.83	
			2-12-00-215	JAN28-FEB27,21	592-3886	120.03	
			2-23-00-215	JAN28-FEB27,21	592-3939	73.72	
20210072	2021-02-18	Telus Communications Company	2-12-00-215	JAN28-FEB27,21	PAYMENT		105.14
					592-2041	105.14	
20210073	2021-02-18	Telus Mobility	2-12-00-215	FEB02-MAR01,21	PAYMENT		170.35
			2-32-00-215	FEB02-MAR01,21	ADMIN CELLPHONES	68.71	
					PW CELLPHONES	101.64	
20210074	2021-02-18	The Marketer	2-12-00-221	2021-429	PAYMENT		367.50
					1/12 PAGE AD IN GO EAST	367.50	
20210075	2021-02-18	Town of Vegreville	2-41-00-250	IVC59172	PAYMENT		623.14
					JANUARY 2021 WTP SUPERVISION	623.14	
20210076	2021-02-18	Vegreville Home Hardware	2-32-00-510	34124	PAYMENT		25.19
					ICE MELT	25.19	
20210077	2021-02-18	VM Systems			PAYMENT		22.31



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount	
Cheque #	Date							
20210077	2021-02-18	VM Systems	2-32-00-510	CW6567	FP2 UPDATE	22.31	22.31	
20210078	2021-02-25	Alta-Wide Builders	2-32-00-510	638153,638246	PAYMENT	39.34	237.22	
			2-32-00-510		PL PREMIUM ADHESIVE			
			2-32-00-510		LUMBER & CARRIAGE BOLTS			197.88
20210079	2021-02-25	AMSC Insurance Services	2-12-00-274	38281	PAYMENT AMSC INSURANCE	21,291.92	21,291.92	
20210080	2021-02-25	ATB Financial MasterCard	2-12-00-221	JAN14-FEB10,21	PAYMENT	194.11	439.27	
			2-32-00-215		CANADA POST			
			2-23-00-215		MCSNET - PW SHOP			104.95
			2-12-00-510		MCSNET - FIREHALL			104.95
			2-32-00-510		ADOBE PDF VIEWER			20.79
2-32-00-510	JAN14-FEB10,21	CANADIAN TIRE	14.47					
20210081	2021-02-25	CANADA REVENUE AGENCY	4-00-00-237	PIER2020	PAYMENT PENSIONABLE & INSURABLE EARNII	91.78	91.78	

Total 41,838.85

*** End of Report ***



February 23, 2021

Alberta Energy Regulator (AER) – Directive 067 Feedback
Suite 1000, 250 – 5th Street SW
Calgary, AB
T2P 0R4

Dear Regulator,

RE: Westlock County Concerns Regarding Proposed Changes to AER Directive 067

At the County Council Meeting of February 23, 2021 Westlock Council passed a resolution to forward a letter of concern to the AER. Westlock County has significant concerns regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties.

Westlock County (for the tax years 2015 – 2019) has written off \$ 2,377,848 with an additional \$702,000 anticipated for 2020 for a total of \$3,079,848. The annual levy is approximately \$ 11,000,000.

These write-offs represent an average of 7% of our annual levy over the past four years.

Included in these write-offs is \$137,082 in uncollected School Tax and DIP Requisitions, which have been recovered through the PERC and DIRC Grant program. In addition, \$20,320 of uncollected Senior's Housing requisitions are included in the write offs and to date are not recoverable.

In principle Westlock County Council supports changes to this Directive which better protects the interests of all Alberta residents. The proposed changes to the AER that protect the required funding of the province's Orphan Well Fund and ensure the payment of all provincial fees and royalties is encouraging. It is disappointing though to see that the AER has elected to ignore calls (for more than three years now) from over eighty (80) rural municipalities seeking to ensure that the AER (and the Province of Alberta) act to protect municipal taxation and security powers relating to insolvent Licence Holders (or those continuing operations under bankruptcy protection).

Many operators are defaulting on municipal taxes owed (including School and Seniors Foundation levies) which are assessed by (and ultimately owed to) the Province of Alberta. It is disappointing that the AER has ignored these municipal calls and decided not to address these well documented and often communicated concerns.

Westlock County requests that the AER include the following three (3) necessary amendments in conjunction with the current update of Direction 067:

1. "Section 5 – Maintaining Eligibility" the AER should immediately revoke the licenses of continuing viable Licence Holders choosing not to pay all (or any) of their municipal tax obligations.
2. "Section 4.5) -Unreasonable Risk (Obtaining General Licence Eligibility)" the AER should not authorize or permit the purchase or transfer of any licences involving an existing oil or gas licence holder (or operator) currently in default of any municipal tax obligation anywhere in Alberta and
3. "Section 4.5) – Unreasonable Risk (Obtaining General License Eligibility)" the AER should initiate steps with the assistance of the Alberta Government (Municipal Affairs) to ensure that municipalities are recognized as secured creditors (through any bankruptcy involving Licence Holders) to secure and collect that municipality's (and the province's) taxes levied and owed.

Alberta's rural communities are the municipalities that own and are expected to safely maintain the important infrastructure necessary for the oil and gas industry to succeed. As a partner in this success the fair assessment and collection of municipal taxes (including provincial taxes levied for school and seniors) is foundational to the support and maintenance of this infrastructure by our municipality.

Sincerely,



Jared Stitsen
Reeve

cc: Glenn van Dijken, MLA
Shane Getson, MLA
Provincial Caucus
Member Communities – RMA
Member Communities - AUMA



A full-featured online marketplace where you can sell your products and services. Leverage our training, support, nominal cost and the benefit of aggregated marketing.



THE CONCEPT

The **Alberta iMarket** concept originated in a desire to promote regional, and rural, products and services to both a local, and a larger market. While many entities promote the businesses themselves, we had a desire to take it a step further and create a fully ecommercial platform where all forms of products and services could be presented.

Vendors can include any and all businesses that sell a product, sell or promote a service, and sell or promote bookable time. Businesses may range from Agrifoods to Carpet Cleaning to Hair Salons...and everything in between. In fact, if it can be part of an online transaction, our platform will accommodate it.

Included in our marketplace services are vendor training, vendor support, vendor financial management and a sustainable marketing plan for the resulting web site. On the marketing side of the site, we will offer shoppers an App to mirror the shopping experience of the large online retailers, and to promote local buying shoppers will have the ability to shop for a specific item, but also search for it within a radius distance from their specific location.

Our vision is to provide the same vendor and shopping experience that you get from the big online retailers, but to do so without the barriers of high commission, services fees, and little to no vendor support.

Finally, we will also present the web site in both official languages ensuring that we are inclusive with respect to our vendors, but to also ensure that a shopping experience is available for a market as large as all of Canada.

THE IMPLEMENTATION

After onboarding, each vendor will have their own store, their own store management interface and access to a support team. They will have the ability to manage their products and services which will become part of the full catalogue of items on the web site. However, they will also have their own distinctive web-based store. They can use their own custom domain, but also be part of general item searches on the site. They will also appear in the vendor directory and on all maps.

CALL: 1 (833) 474-6722



WEB: ALBERTAIMARKET.COM



EMAIL: INFO@ALBERTAIMARKET.COM



When a vendor sells an item, the transaction will be processed by Stripe. Upon completion of the sale, funds will automatically move from the web site master account into the Vendor's personal Stripe account. Vendors then have the ability to handle refunds and credits directly. The only fees are the discount fees charged by Stripe which are similar to most credit card merchant accounts.

Shipping of products is calculated instantaneously for vendors that have a Canada POST, FedEx or UPS account. They can also enter in their own shipping rates or can choose to identify items as "local pickup only".

When a vendor is finished the onboarding process, they will have a fully functional ecommercial web site that also includes them in the group marketing opportunities available to a central sales portal.

Here is a small comparison of a similar service called Shopify that a vendor might use to set up their own individual store.

FEATURES	SHOPIFY	ALBERTA iMARKET
Unlimited Products	Yes	Yes
3rd Party Shipping	No	Yes
Multiple Languages	Yes (2)	Yes (2)
Locations	Up to 5	Unlimited
Training	No (\$2500 fee)	Yes
Marketing	No	Yes
MONTHLY FEE	\$79 per month	\$20 per month

THE RESULTS

When the Alberta iMarketplace is complete, we hope to have hundreds of Alberta vendors, and thousands of products, ready for shoppers ready to **BUY ALBERTA**. Our marketing plan to attract shoppers will span all forms of media and include an ongoing social media and YouTube presence. As a non-profit entity, we can allocate funds from monthly vendor fees for long term infrastructure, support, and marketing. In addition, we have exciting plans on how to highlight regions, leverage mapping technology and include non-commercial listings for local service groups, clubs, non-profits, and charitable organizations.

All we need is you! Visit **ALBERTAIMARKET.COM** to become a vendor today!

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20th annual Minister's Awards for Municipal Excellence, which formally recognize excellence in local government practices and promotes knowledge-sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

Partnership (open to all municipalities)

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

.../2

Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or municipalexcellence@gov.ab.ca.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

Ric McIver
Minister



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

Dear Chief Elected Officials:

I am writing to provide you with more information about Budget 2021, which my colleague, the Honourable Travis Toews, has tabled in the legislature. I would specifically like to provide you with details on the items in Municipal Affairs' Budget 2021 that affect municipalities the most.

To begin with, I am pleased to tell you that Municipal Affairs is investing more than \$1.7 billion overall to build stronger communities. Those funds will deliver important programs and services and will support effective governance and preserve public safety. I must also acknowledge that, as a result of several factors, including falling revenues and the ongoing costs of the COVID-19 pandemic, we need to reduce government spending in Alberta. Our goal is to do this while also continuing to provide significant infrastructure funding in the near term to support our economic recovery and help municipalities adjust to new levels of funding in future years.

Over the next three years, from 2021-24, as we all strive to live within our means, municipalities will receive about 25 per cent less in capital funding than they did in 2020-21. In real terms, that means Municipal Sustainability Initiative (MSI) capital funding will average \$722 million a year over that time. To support continued economic recovery and stimulus efforts, more of that funding will be made available up front, and less in subsequent years.

To help you adjust to a reduced average funding level, \$1.196 billion in MSI capital funding will be made available to municipalities and Metis Settlements in 2021, and \$485 million in each of the next two years. Additionally, municipalities and Metis Settlements will continue to receive the full \$30 million under the operating component of the MSI.

As you are aware, MSI was scheduled to conclude in 2021-22 and be replaced by legislated funding provided under the Local Government Fiscal Framework in subsequent years. Given the current circumstances and economic uncertainty, we are extending MSI for two years to stabilize provincial revenues before launching the Local Government Fiscal Framework in 2024-25. The baseline funding level for that first year of the LGFF will remain at \$722 million. We thank municipalities for understanding that this change was necessary to respond to the serious challenges we are all facing. The estimated 2021 MSI allocations are available on the program website.

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I am also pleased to advise you that Alberta expects to receive \$255 million in federal funding under the Gas Tax Fund (GTF). The estimated 2020 GTF allocations are available on the program website. Links to the program websites with the MSI and GTF allocations are provided in the transmittal e-mail accompanying this letter.

MSI and GTF program funding is subject to the Legislative Assembly's approval of Budget 2021. Individual allocations and 2021 funding are subject to ministerial authorization under the respective program guidelines. Federal GTF funding is also subject to confirmation by the Government of Canada. You should expect to receive letters confirming MSI and GTF funding commitments in April.

To help municipalities respond to the requirements of the *Alberta Senate Election Act* and *Referendum Act*, our government is making \$10 million available to support costs associated with operating Senate nominee elections and referendums in conjunction with local elections. This funding will be available under the Alberta Community Partnership program, increasing the total program budget to \$25.4 million.

I am happy to say that funding to support local public library boards will remain stable, helping those groups provide a vital resource to residents through this especially trying time. I am also pleased to report that, due to some great work from our staff at the Surface Rights Board to reduce the backlog of landowner claims, we will be able to save \$600,000 in our yearly operating expenses.

This has not been, by any means, an easy time for Albertans. We understand the challenges that communities will continue to face in the months and years ahead. We remain committed to providing sustainable levels of capital funding to support critical local infrastructure, promote economic development, and enable local governments to continue to deliver the programs and services that Albertans depend on.

As Albertans, we are no strangers to adversity. We have overcome challenges in the past and we will continue to do so. I look forward to working with all of you to ensure that Alberta overcomes today's challenges and shares in a bright and prosperous future together.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is stylized and cursive.

Ric McIver
Minister



265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0
Tel: 403 752-4585 – Fax: 403 752-3643 – Website: www.abfarmsafety.com

February 12, 2021

Innisfree Administrator
Lori Leibel
Box 69
Innisfree, AB T0B 2G0

I apologize in advance for the length of this correspondence, but the challenges and changes caused by COVID and other circumstances are many. Acknowledging the burden of budget deliberations and the fact that choices between good, better, and best can be difficult; a certain amount of detail and explanation are needed at this time.

From the beginning of the 2019-2020 school year in September 2019 until school classes in Alberta were suspended in mid-March 2020 - 40,662 rural children in 339 schools had already received our in-class farm safety presentations. Students in an additional 152 schools were booked for Safety Smarts delivery during the remaining months of the school year. A full 2019-2020 year-end report can be accessed on our website: abfarmsafety.com

In April 2020 we began working to add content to our website which would allow students to access interactive farm safety learning tools during the COVID disruption in school attendance. By the first week of May two of the game-based teaching activities typically used in-class had been adapted and made available on our website: abfarmsafety.com
Parent feedback has been very positive.

With the return of in-person program delivery uncertain, the following activities were completed between Apr - Oct 2020

- Hundreds of farm safety related still images gathered over time have been tagged, for improved access/use
- Video resources developed previously by the Centre have been reformatted to allow on-line, web-based access
- Re-formatted video resources have all been tagged, for improved access/use in adapted program delivery
- Safety Smarts materials, models, tools etc. have been gathered from regional instructors across the province
- Sorting and cleaning of models, displays and other in-class teaching materials gathered from regional instructors
- Adaptation of some existing personal experience safety videos to make them more virtual delivery friendly
- Gathering of an additional 18 personal experience safety videos – for use virtually and face to face
- Remake of the Welcome to the Farm video with both female and male youth narrators
- Completion of new K/Gr 1 book – for virtual use. Available in hardcopy when in-person delivery resumes
- Development of 65+ new age and topic specific activity sheets – for virtual and in-person use
- Adaptation of Safety Smarts presentations to make them accessible/usable virtually
- Launch of updated website to better support schools, families and organizations looking for farm safety materials
- Procurement of PPE in anticipation of new disease prevention protocols when in-person delivery resumes

We did not begin reaching out to schools in September 2020, as it seemed apparent that COVID had greatly complicated their day-to-day responsibilities in the new 2020-2021 school year. School contacts began in October as we inquired about their interest in continued farm safety learning. Without exception schools suggested we wait until 2021 to attempt any sort of outreach again.

Research into virtual delivery possibilities began in October 2020, with the purchasing of video conferencing equipment for November trials. Extensive training of delivery contractors, for potential video conferenced (Zoom) Safety Smarts delivery began in December 2020 and continued into January 2021.

In late January rural schools were made aware of our intention to attempt virtual delivery of adapted Safety Smarts presentations. Actual Zoom delivery began on February 1, 2021 and by the second week of the month 80+ school had already set up delivery schedules. Over the coming weeks we will get a better idea how virtual engagement is working and what improvements are needed to make the most of the precious classroom time invested by rural schools. We anxiously await the opportunity to again meet with students in-person, but until that is possible, we will continue with the steep learning curve of the virtual COVID world.

A few other items of note:

In October of 2020, the Farm Safety Centre was informed by GOA representatives that ALL their involvement in and support of farm safety learning and extension would end in December 2020. Their departmental staff were laid off and online resources were withdrawn at the end of the year. A portion of the printed materials and learning models they had on-hand were sent to the centre. We intend to make them available to rural Albertans in the coming weeks and months.

In December of 2020, an updated website was launched by the Farm Safety Centre. It is extremely straightforward to navigate and has many new resources available for schools, families, and organizations. Portions are still under constructions, but I would encourage you to spend a few minutes reviewing what is available. We would be happy to promote any of your upcoming happenings in our News & Events section, or on our social media platforms.

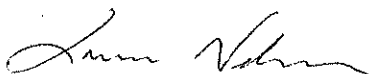
In January of 2021, the organization began a strategic assessment of our strengths, weaknesses, opportunities, and risks/threats. We anticipate some findings by mid-April. Results will be available on our website in "About Us" section. Since inception in the early 1990's the FSC has had eye-to-eye learning moments with more than 780,000 rural individuals. What will and should the next 20+ years include, to ensure we continue serving rural Albertans in a meaningful way? This is THE question....

In March of 2021, I will be retiring as Executive Director after 20 wonderful years. I very much appreciate the enriching interactions I have had with exceptional individuals across the province. Jordan Jensen will be stepping in as the new Executive Director. **He can be reached at j.jensen@abfarmsafety.com or 403 593-8960 (cell) or 403 752-4585 (office).**

And lastly, the Farm Safety Centre is hopeful that in 2021 your organization will consider supporting our extension efforts. **Within the financial realities of an economically challenged province, any financial support supplied in 2021 would be greatly appreciated.**

Exactly how farm safety learning will evolve moving forward, is uncertain at this time but our organization is doing all it can to prepare itself to continue helping things go right for farmers and their families across our amazing province.

Sincerely,



Laura Nelson
Outgoing Executive Director
Farm Safety Centre



March 1, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: President's Summit on Policing

On behalf of the Council of the Municipality of Crowsnest Pass, I am writing concerning the recent President's Summit on Policing. Our Council does not support The Province of Alberta's initiative to replace the RCMP with an Alberta Provincial Police force.

We do not understand why the Province would forge ahead with this process when the Fair Deal Panel survey results clearly showed that 65% of respondents did not support this idea. These are tangible results from a provincial survey which need to be recognized by the Province as a negative response, and a clear indicator by the people of this Province that the majority is not in favor of a Provincial Police Force.

The staggering costs to implement an initiative of this nature, should be enough of a deterrent to even consider proceeding. Municipalities across this Province are struggling to determine how they will absorb the costs for the existing Police Funding Model and should not be expected to consider facing additional expenses for an initiative that is unwanted and appears to have no ceiling where potential costs are concerned.

Finally, we would like to reiterate that the Municipality of Crowsnest Pass is pleased with the level of service provided through our local RCMP. We cannot presume to speak for other communities in Alberta, however we find that the unique circumstances due to our location has fostered highly collaborative relationships between the detachments serving southeastern British Columbia and those serving our neighboring communities in southwestern Alberta. We cannot foresee that the dollars invested would result in an increased level of policing over and above the service we receive now.

We respectfully request that you reconsider replacing the RCMP with an Alberta Provincial Police Force and consider working with the RCMP to improve the service where required.

Sincerely,



Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: RMA Membership
AUMA Membership



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR100314

Dear Chief Elected Officials:

This letter is to inform you of changes to the Government of Alberta's Disaster Recovery Program (DRP), which are in effect for DRPs that occur in 2021 and onward and are outlined in the 2021 Disaster Assistance Guidelines.

In response to the rising cost and frequency of disasters in Alberta, we have made changes to the DRP. These changes are intended to share the responsibility of disasters with all those who are impacted and to make the program more sustainable for future events. Changes will ensure that assistance is available for Albertans when they need it most.

While conditions for eligibility remain the same for qualifying applicants, the following cost-sharing arrangements and funding limits have been added to the program:

Local authority and private sector applicants (including homeowners)

We are implementing a 90:10 cost-sharing arrangement.

- DRP assistance is limited to 90 per cent of eligible disaster expenses, instead of 100 per cent.
- The remaining 10 per cent of eligible assistance will be subtracted from the amount payable to the applicant. No payment to the program will be required.

Homeowners only

We are implementing a funding limit of up to \$500,000 per homeowner application and a limit on assistance to one time per property.

- For disaster events that occur in 2021 onward, qualifying homeowner applicants will only be able to access DRP assistance once per property address. Financial assistance from the program will not be provided to future applicants who own property at the same physical location.

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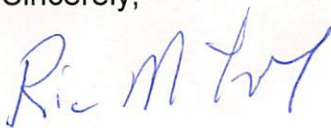
- The one-time funding limit is not cumulative. For example, if an applicant has received \$100,000 worth of assistance under the new policy, they would not qualify for any funding in the future.
- This change will not be applied retroactively. If a homeowner has received assistance before 2021, this does not count as meeting the one-time assistance limit.
- Homeowner addresses that receive DRP assistance will be posted online to the Government of Alberta website to provide transparency about DRP funding limits and up-to-date information for prospective homeowners, developers, and real estate professionals. The funding received stays with the property; therefore, a new homeowner would not be able to access disaster recovery funding for that same property in the future.

Being prepared improves individual and community resilience by lessening the impacts of disasters, shortening recovery time, and reducing economic disruption. Individuals and communities are encouraged to take measures to prepare for disasters and to look at ways of reducing their disaster risks. Learn how you can prepare for emergencies and disasters by visiting us at alberta.ca/emergency-preparedness.aspx.

Please refer to the enclosed information sheet for more information on changes to the Disaster Recovery Program and the Alberta Disaster Assistance Guidelines, or visit us online at www.alberta.ca/drp.

If you have any additional questions, please call 1-888-671-1111 or email drp.info@gov.ab.ca.

Sincerely,



Ric McIver
Minister

Attachment: Information Sheet

cc: Chief Administrative Officers

Disaster Recovery Program Changes

Overview

The Disaster Recovery Program (DRP) provides financial assistance to qualifying applicants to help restore uninsurable property lost or damaged by a disaster to its basic, pre-disaster functional condition.

DRPs provide financial assistance as a last resort to assist those affected by a disaster.

Program changes

For DRPs that occur in 2021, the Government of Alberta has set homeowner funding limits and implemented cost-sharing mechanisms between the government and program applicants.

Why changes were made

The cost and frequency of disasters in Alberta are increasing, and the province needs a more sustainable approach to disaster recovery. By implementing a stronger framework to deal with emergencies and disasters, these changes help ensure the DRP can continue to be available for Albertans when they need it most.

Homeowner-funding limits

The province is implementing a homeowner funding limit of up to \$500,000 per application for eligible costs and a limit of one-time assistance per property, regardless of the transfer of ownership. The one-time funding limit is not cumulative, so if an applicant has received any amount of assistance under the new policy, they would not qualify for funding in the future.

Establishing a homeowner funding limit helps government reinforce the intent of the DRP, which is to contribute to a ready and resilient Alberta and be the payer of last resort. Homeowners may choose to opt out of receiving DRP assistance if they are able to cover damages on their own. This would allow their property to qualify for future assistance if a DRP is approved in their community and they meet the program qualification criteria at that time.

Limits to properties

- Limits to assistance are applied to the property address only, not the applicant.
- A new property owner will not qualify for DRP assistance if the previous owner already accessed the one-time funding limit.

Posting addresses online

- If a homeowner applicant accessed funding through a DRP for a disaster that occurred in 2021 and onward, the property address and legal land description will be posted on the Government of Alberta website. The post will indicate that the address (legal land description) is not eligible for future DRP funding.
- This will help prospective buyers and developers become aware of funding limits that apply to specific addresses.

90:10 cost-sharing

Cost-sharing mechanisms for municipalities and private-sector applicants are based on a 90:10 formula, where the province covers 90 per cent of eligible disaster costs and the applicant covers the remaining 10 per cent.

What you can do as a community

The Alberta Emergency Management Agency encourages all Albertans and communities to:

- Purchase adequate insurance.
- Have reserve funds.
- Invest in mitigation and infrastructure maintenance.
- Restrict future property development in high-risk areas.

Living in high-risk areas

Albertans living in high-risk areas may experience a natural disaster of one kind or another. The Government of Alberta continues to provide DRP assistance to all qualifying applicants; however, homeowners living in high-risk areas are encouraged to consider relocating or mitigating risks to their properties.

Flood maps are available at <https://floods.alberta.ca/>.

Purchasing insurance

It is important for Albertans to become educated about their disaster risks and ensure they are adequately insured. There are more insurance options on the market now than ever before.

High-risk areas

Homeowners living in high-risk areas who are not able to access overland flood insurance are also subject to the cost-sharing and one-time funding limit.

Flood insurance

Financial assistance for disaster recovery continues to be available to eligible applicants to help cover costs related to uninsurable loss and damages. Albertans are advised to check with several insurance companies to compare policy coverage limits, exclusionary language (e.g. concurrent causation clauses), and premiums when purchasing any flood insurance.

Federal government disaster assistance

Since 2015, the federal government has significantly reduced federal support through the Disaster Financial Assistance Arrangements. This has increased the provincial liability for DRP costs. In addition to this, the federal government does not typically reimburse for repeat assistance in flood-prone areas.

Indigenous communities

The federal government continues to fund all eligible disaster-related costs on First Nations reserve land.

First Nations applicants living off reserve, as well as other members of Indigenous communities are eligible for the same benefits and limits as other Albertans applying to the DRP.

The 90:10 cost-sharing arrangements will also apply to Métis Settlement communities as it would for all other communities.

For more information

Online: alberta.ca/drp

Call us: 1-888-671-1111

Email: DRP.info@gov.ab.ca