

1. Call to Order
2. Agenda
 - a. Deletions/Additions
 - b. Adoption of Agenda
3. Delegation
 - a. Vermilion RCMP – Sgt. M. Dunsmore – 2nd Qtr. Report – 5:10 PM (Page 2-9)
4. Adoption of Minutes
 - a. October 26, 2021 - Organizational Council Minutes (Page 10-12)
 - b. October 26, 2021 – Regular Council Minutes (Page 13-15)
5. Business Arising from the Minutes
 - a.
6. Policies & Bylaws
 - a.
7. New Business
 - a. Council Meeting Schedules - RFD (Page 16)
 - b. GO-EAST RTO Membership – RFD (Page 17-23)
 - c. Annual Honorarium Distribution - RFD (Page 24)
 - d. Del Norte School Lighting – Innisfree Parent Council Request – RFD (Page 25-42)
8. Councillor Reports
 - a.
9. Administration Reports
 - a. CAO Report, Action List & Municipal Grants Report (Page 43-53)
 - b. Financials
 - i. Monthly Reconciled Financial Statement – Period ending October 31, 2021 (Page 54)
 - ii. Revenue & Expense (Page 55-60)
 - iii. Tax Trial Balance (Page 61)
 - iv. Utility Trial Balance (Page 62)
 - v. Accounts Payable Cheque List (Page 63-64)
 - c. Public Works Report (Page 65)
10. Correspondence: -
 - a. Alberta Municipal Affairs – 2022-2023 MSI Grant Allocations (Page 66-68)

A List of Correspondence – period ending November 16, 2021 (Page 69)
11. Closed Session
12. Adjournment

Delegation Request for Presentation to Council

Council invites delegations to make presentations at Village Council Meetings. To provide Council with clear, concise information, Delegations are requested to submit a written report outlining the issues being brought before Council, at 12 noon, at least **seven calendar (7)** days before the scheduled Council meeting.

Name of Delegation: Vermilion RCMP

Contact Name /Person making presentation: Sgt Mike DUNSMORE

Issue to be discussed: Regular reporting to council and update/review of the second quarter statistics

Request of Council:

Date of Council Meeting: November 16, 2021

Delegation Time: 5:10 (Virtual Meeting)

If there is additional information, please attach () yes () no

Delegations are limited to 10 minutes.

FOIP STATEMENT: This information is being collected Pursuant to the *Municipal Government Act, R.S.A. 2000, C-M-26* and will be used for the Village of Innisfree Council Meeting Agenda Packages as outlined in the *Freedom of Information & Protection of Privacy Act*.

Note: all Council Meetings are open to the public.

Effective Date: **Oct.22/14** Amendments: Effective Date _____ Resolution No. _____
Resolution No. **2014-10-21/31** Effective Date _____ Resolution No. _____



October 21, 2021

Sergeant Mike Dunsmore
Detachment Commander
Vermilion, Alberta

Dear Brooke Magosse

The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18th in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1st to September 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Vermilion Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Sergeant Mike Dunsmore
Detachment Commander
Vermilion RCMP



Vermilion Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

| CATEGORY | Trend | 2017 | 2018 | 2019 | 2020 | 2021 | % Change 2017 - 2021 | % Change 2020 - 2021 | Avg File +/- per Year |
|---------------------------------------|-------|------------|------------|------------|------------|------------|-------------------------|-------------------------|--------------------------|
| Homicides & Offences Related to Death | | 0 | 0 | 1 | 0 | 0 | N/A | N/A | 0.0 |
| Robbery | | 0 | 2 | 0 | 0 | 0 | N/A | N/A | -0.2 |
| Sexual Assaults | | 2 | 5 | 0 | 2 | 1 | -50% | -50% | -0.5 |
| Other Sexual Offences | | 2 | 1 | 1 | 4 | 1 | -50% | -75% | 0.1 |
| Assault | | 18 | 22 | 19 | 26 | 19 | 6% | -27% | 0.6 |
| Kidnapping/Hostage/Abduction | | 0 | 2 | 0 | 1 | 0 | N/A | -100% | -0.1 |
| Extortion | | 2 | 0 | 0 | 0 | 0 | -100% | N/A | -0.4 |
| Criminal Harassment | | 6 | 9 | 5 | 5 | 7 | 17% | 40% | -0.2 |
| Uttering Threats | | 7 | 6 | 11 | 15 | 18 | 157% | 20% | 3.1 |
| TOTAL PERSONS | | 37 | 47 | 37 | 53 | 46 | 24% | -13% | 2.4 |
| Break & Enter | | 39 | 23 | 49 | 22 | 29 | -26% | 32% | -2.1 |
| Theft of Motor Vehicle | | 25 | 28 | 31 | 22 | 14 | -44% | -36% | -2.8 |
| Theft Over \$5,000 | | 5 | 7 | 10 | 1 | 2 | -60% | 100% | -1.2 |
| Theft Under \$5,000 | | 52 | 69 | 92 | 44 | 29 | -44% | -34% | -7.1 |
| Possn Stn Goods | | 17 | 23 | 30 | 20 | 23 | 35% | 15% | 0.9 |
| Fraud | | 11 | 12 | 18 | 15 | 21 | 91% | 40% | 2.3 |
| Arson | | 2 | 1 | 4 | 2 | 0 | -100% | -100% | -0.3 |
| Mischief - Damage To Property | | 0 | 0 | 17 | 19 | 23 | N/A | 21% | 6.5 |
| Mischief - Other | | 40 | 47 | 49 | 14 | 11 | -73% | -21% | -9.1 |
| TOTAL PROPERTY | | 191 | 210 | 300 | 159 | 152 | -20% | -4% | -12.9 |
| Offensive Weapons | | 7 | 1 | 7 | 7 | 14 | 100% | 100% | 2.0 |
| Disturbing the peace | | 4 | 5 | 10 | 8 | 15 | 275% | 88% | 2.5 |
| Fail to Comply & Breaches | | 20 | 21 | 29 | 37 | 49 | 145% | 32% | 7.4 |
| OTHER CRIMINAL CODE | | 4 | 3 | 11 | 7 | 11 | 175% | 57% | 1.8 |
| TOTAL OTHER CRIMINAL CODE | | 35 | 30 | 57 | 59 | 89 | 154% | 51% | 13.7 |
| TOTAL CRIMINAL CODE | | 263 | 287 | 394 | 271 | 287 | 9% | 6% | 3.2 |



Vermilion Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

| CATEGORY | Trend | 2017 | 2018 | 2019 | 2020 | 2021 | % Change 2017 - 2021 | % Change 2020 - 2021 | Avg File +/- per Year |
|--|-------|------------|------------|------------|------------|------------|-------------------------|-------------------------|--------------------------|
| Drug Enforcement - Production | | 1 | 0 | 0 | 0 | 0 | -100% | N/A | -0.2 |
| Drug Enforcement - Possession | | 8 | 7 | 8 | 4 | 7 | -13% | 75% | -0.5 |
| Drug Enforcement - Trafficking | | 4 | 6 | 7 | 5 | 1 | -75% | -80% | -0.7 |
| Drug Enforcement - Other | | 0 | 0 | 0 | 0 | 0 | N/A | N/A | 0.0 |
| Total Drugs | | 13 | 13 | 15 | 9 | 8 | -38% | -11% | -1.4 |
| Cannabis Enforcement | | 0 | 0 | 0 | 0 | 1 | N/A | N/A | 0.2 |
| Federal - General | | 2 | 2 | 0 | 3 | 2 | 0% | -33% | 0.1 |
| TOTAL FEDERAL | | 15 | 15 | 15 | 12 | 11 | -27% | -8% | -1.1 |
| Liquor Act | | 38 | 28 | 6 | 4 | 3 | -92% | -25% | -9.4 |
| Cannabis Act | | 0 | 0 | 2 | 1 | 2 | N/A | 100% | 0.5 |
| Mental Health Act | | 11 | 20 | 13 | 9 | 13 | 18% | 44% | -0.7 |
| Other Provincial Stats | | 23 | 23 | 20 | 37 | 40 | 74% | 8% | 4.8 |
| Total Provincial Stats | | 72 | 71 | 41 | 51 | 58 | -19% | 14% | -4.8 |
| Municipal By-laws Traffic | | 2 | 2 | 0 | 0 | 0 | -100% | N/A | -0.6 |
| Municipal By-laws | | 11 | 16 | 6 | 17 | 8 | -27% | -53% | -0.5 |
| Total Municipal | | 13 | 18 | 6 | 17 | 8 | -38% | -53% | -1.1 |
| Fatals | | 0 | 1 | 0 | 1 | 0 | N/A | -100% | 0.0 |
| Injury MVC | | 7 | 8 | 7 | 3 | 6 | -14% | 100% | -0.7 |
| Property Damage MVC (Reportable) | | 69 | 69 | 59 | 43 | 61 | -12% | 42% | -4.2 |
| Property Damage MVC (Non Reportable) | | 6 | 9 | 2 | 10 | 7 | 17% | -30% | 0.3 |
| TOTAL MVC | | 82 | 87 | 68 | 57 | 74 | -10% | 30% | -4.6 |
| Roadside Suspension - Alcohol (Prov) | | 0 | 0 | 0 | 0 | 6 | N/A | N/A | 1.2 |
| Roadside Suspension - Drugs (Prov) | | 0 | 0 | 0 | 0 | 0 | N/A | N/A | 0.0 |
| Total Provincial Traffic | | 151 | 541 | 352 | 520 | 425 | 181% | -18% | 52.7 |
| Other Traffic | | 5 | 1 | 3 | 5 | 28 | 460% | 460% | 5.0 |
| Criminal Code Traffic | | 16 | 27 | 26 | 36 | 23 | 44% | -36% | 2.3 |
| Common Police Activities | | | | | | | | | |
| False Alarms | | 48 | 27 | 25 | 21 | 19 | -60% | -10% | -6.4 |
| False/Abandoned 911 Call and 911 Act | | 21 | 2 | 2 | 18 | 21 | 0% | 17% | 1.6 |
| Suspicious Person/Vehicle/Property | | 29 | 42 | 31 | 55 | 59 | 103% | 7% | 7.3 |
| Persons Reported Missing | | 6 | 3 | 5 | 4 | 1 | -83% | -75% | -0.9 |
| Search Warrants | | 0 | 2 | 2 | 3 | 2 | N/A | -33% | 0.5 |
| Spousal Abuse - Survey Code (Reported) | | 27 | 27 | 22 | 28 | 22 | -19% | -21% | -0.9 |
| Form 10 (MHA) (Reported) | | 0 | 0 | 0 | 1 | 3 | N/A | 200% | 0.7 |

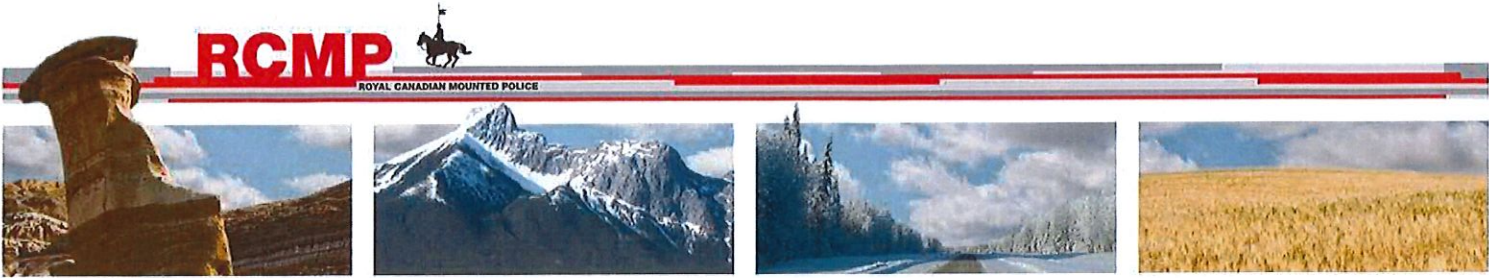


RCMP Provincial Policing Report

| | |
|-----------------------------|------------------------|
| Detachment | Vermilion Provincial |
| Detachment Commander | Sergeant Mike Dunsmore |
| Quarter | Q2 2021 |
| Date of Report | October 21, 2021 |

Community Consultations

| Date | Attendee(s) | Notes |
|--------------|--------------|---|
| August 8 | Sgt DUNSMORE | personal attendance to town of Mannville council meeting |
| August 9 | Sgt DUNSMORE | virtual attendance to town of Innisfree council meeting |
| August 17 | Sgt DUNSMORE | virtual attendance to town of Vermilion council meeting |
| August 31 | Sgt DUNSMORE | virtual attendance to Vermilion River county council meeting |
| April 29 | Sgt DUNSMORE | consultation with Minburn County CAO regarding local policing |
| September 14 | Sgt DUNSMORE | canvass all local gov't stakeholders with regards to the upcoming RMA meeting scheduled for November 23 |



Community Priorities

| | |
|--|---|
| <p>Priority 1</p> | <p>Crime Reduction - Property Crime</p> |
| <p>Current Status & Results</p> | <p>We are taking an intelligence led direction to our efforts in preventing and reducing property crime: Hot Spot Policing. This approach utilizes crime statistics and trends to help guide and direct policing efforts. Tools used include crime mapping and information provided by Project Lockup. Prevention efforts utilize the process of Integrated Offender Management. Frequent and varied curfew checks on persons on interim release form part of these efforts</p> |
| <p>Priority 2</p> | <p>Police / Community Relations - Consultations and Connections</p> |
| <p>Current Status & Results</p> | <p>Pandemic precautions have a negative impact on our ability to reach out through traditional means. As we exit the current phase of pandemic precautions we are confident that our projected goals are attainable.</p> <p>The first quarter saw the Vermilion Detachment engage youth in our communities by way of partnerships with local stores. A positive ticketing campaign saw members engage youth in the community while on patrol and issue small coupons for ice cream and other food treats to reward for safe behaviors relating to outdoor activities (helmets, use of crosswalks etc). The remaining half of the fiscal year will see three public engagements.</p> |
| <p>Priority 3</p> | <p>Traffic - Enforcement</p> |
| <p>Current Status & Results</p> | <p>Traffic Enforcement remains a priority for the communities we serve as well as for the detachment members as a whole. Activities for the year include increasing our total officer initiated OVC's (officer violator contacts). The detachment partners with the Vermilion Traffic unit on a regular basis in directing our enforcement activities. Enforcement activities are directed around the provincial government's Traffic Safety calendar</p> |



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

| Category | July - September | | | January - December | | |
|---------------------------------|------------------|------|-------------------------|--------------------|-------|-------------------------|
| | 2020 | 2021 | % Change Year-over-Year | 2019 | 2020 | % Change Year-over-Year |
| Total Criminal Code | 271 | 287 | 6% | 1,244 | 996 | -20% |
| <i>Persons Crime</i> | 53 | 46 | -13% | 173 | 204 | 18% |
| <i>Property Crime</i> | 159 | 152 | -4% | 892 | 611 | -32% |
| <i>Other Criminal Code</i> | 59 | 89 | 51% | 179 | 181 | 1% |
| Traffic Offences | | | | | | |
| <i>Criminal Code Traffic</i> | 36 | 23 | -36% | 97 | 73 | -25% |
| <i>Provincial Code Traffic</i> | 520 | 425 | -18% | 1,457 | 1,276 | -12% |
| <i>Other Traffic</i> | 5 | 28 | 460% | 7 | 19 | 171% |
| CDSA Offences | 9 | 8 | -11% | 32 | 24 | -25% |
| Other Federal Acts | 12 | 11 | -8% | 38 | 33 | -13% |
| Other Provincial Acts | 51 | 58 | 14% | 162 | 173 | 7% |
| Municipal By-Laws | 17 | 8 | -53% | 14 | 29 | 107% |
| Motor Vehicle Collisions | 57 | 74 | 30% | 367 | 285 | -22% |

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Overall trends continue to drop in the areas of property crime and CDSA (drug) offenses.

The upward trends in the areas of traffic and municipal bylaws can be attributed to enforcement actions.



Provincial Police Service Composition²

| Staffing Category | Established Positions | Working | Soft Vacancies ³ | Hard Vacancies ⁴ |
|--------------------|-----------------------|---------|-----------------------------|-----------------------------|
| Police Officers | 9 | 8 | 0 | 1 |
| Detachment Support | 3 | 3 | 0 | 0 |

² Data extracted on September 30th, 2021 and is subject to change over time.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers - Of the 9 established officer positions, 8 officers are currently working and there is 1 hard vacancy. The Successful candidate has been identified through the promotion process. This member is currently in the process of selling their primary residence to relocate to the detachment area.

Detachment Support - Of the 3 established support positions, all are filled. There is an impending, maternity leave. The position is being backfilled to ensure coverage.

Quarterly Financial Drivers

no specific trends to report

VILLAGE OF INNISFREE – COUNCIL ORGANIZATIONAL MEETING – OCTOBER 26, 2021

A ORGANIZATIONAL meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Tuesday, October 26, 2020.

CALL TO ORDER

CAO Magosse called the meeting to order at 5:04 PM.

PRESENT

Council Elect Deborah McMann
Council Elect Jennifer Johnson

Brooke Magosse Chief Administrative Officer

CALL FOR
NOMINATIONS -
MAYOR

CAO Brooke Magosse called for nominations for Mayor.

Council Elect Jennifer Johnson nominated Council Elect Deborah McMann.

Council Elect Deborah McMann declined the position

Council Elect Deborah McMann nominated Council Elect Jennifer Johnson.

CAO Brooke Magosse, called twice more for nominations for Mayor.

APPOINTMENT OF
MAYOR
ORG-2021-10-26/01

Moved by Council Elect Deborah McMann that nominations cease.

CARRIED.

Council Elect Jennifer Johnson was declared the Mayor and was sworn in pursuant to the *Notaries and Commissioners Act*.

Mayor Johnson assumed the chair.

Councillor McMann was sworn in pursuant to the *Notaries and Commissioners Act*.

REGULAR
MEETING DATES
ORG-2021-10-26/02

Moved by Clr. McMann that pursuant to Section 193 of the *Municipal Government Act*, the Village of Innisfree Regular Council Meeting dates shall be the 3rd Tuesday of every month at 5:00 PM.

CARRIED.

COMMITTEES
ORG-2021-10-26/03

Moved by Deputy Mayor Cannan that the appointments to Council Committees are as follows:

Alberta Central East Regional Water Corporation

1. Clr. McMann

M.D. of Minburn Foundation

1. Mayor Johnson

MMI-FCSS

1. Clr. McMann

Library Board

- 1. Mayor Johnson

Northern Lights Library Systems

- 1. Mayor Johnson

East Central 911 Call Answer Society

- 1. Clr. McMann

Parents Advisory Council

- 1. Clr. McMann

Northeast Alberta Information Hub

- 1. Clr. McMann

East Regional Transfer Station/Joint Landfill

- 1. Mayor Johnson

Regional Assessment Review Board

- 1. Mayor Johnson

Kalyna Country Regional Tourism

- 1. Clr. McMann

Subdivision and Development Appeal Board

- 1. Mayor McMann

Regional Emergency Management Advisory Committee

- 1. Clr. McMann (Alternate: Mayor Johnson)

Innisfree Prairie Bank of Commerce Historical Society

- 1. Mayor Johnson

TransCanada Yellowhead Highway Association

- 1. Mayor Johnson

CARRIED

SIGNING
AUTHORITY
ORG-2021-10-26/04

Moved by Clr. McMann that pursuant to Section 213(4) of the *Municipal Government Act*, financial instruments’ signing authorities shall be one elected official being Mayor Jennifer Johnson or Councillor Deborah McMann and Chief Administrative Officer Brooke Magosse. Further that William Oudshoorn and Aaron Cannan be removed as signing authority on all financial instruments for the Village of Innisfree.

CARRIED.

REMUNERATION
ORG-2021-10-26/05

Moved by Mayor Johnson that Council defer this matter to the October 26, 2021 Regular Agenda to address a Compensation and Expenditure Policy.

CARRIED.

UPCOMING
COMMITMENTS

Council reviewed upcoming commitments.

COUNCILLOR
CODE OF
CONDUCT
ORG-2021-10-26/06

Moved by Mayor Johnson that the Councillor Code of Conduct be received as information.

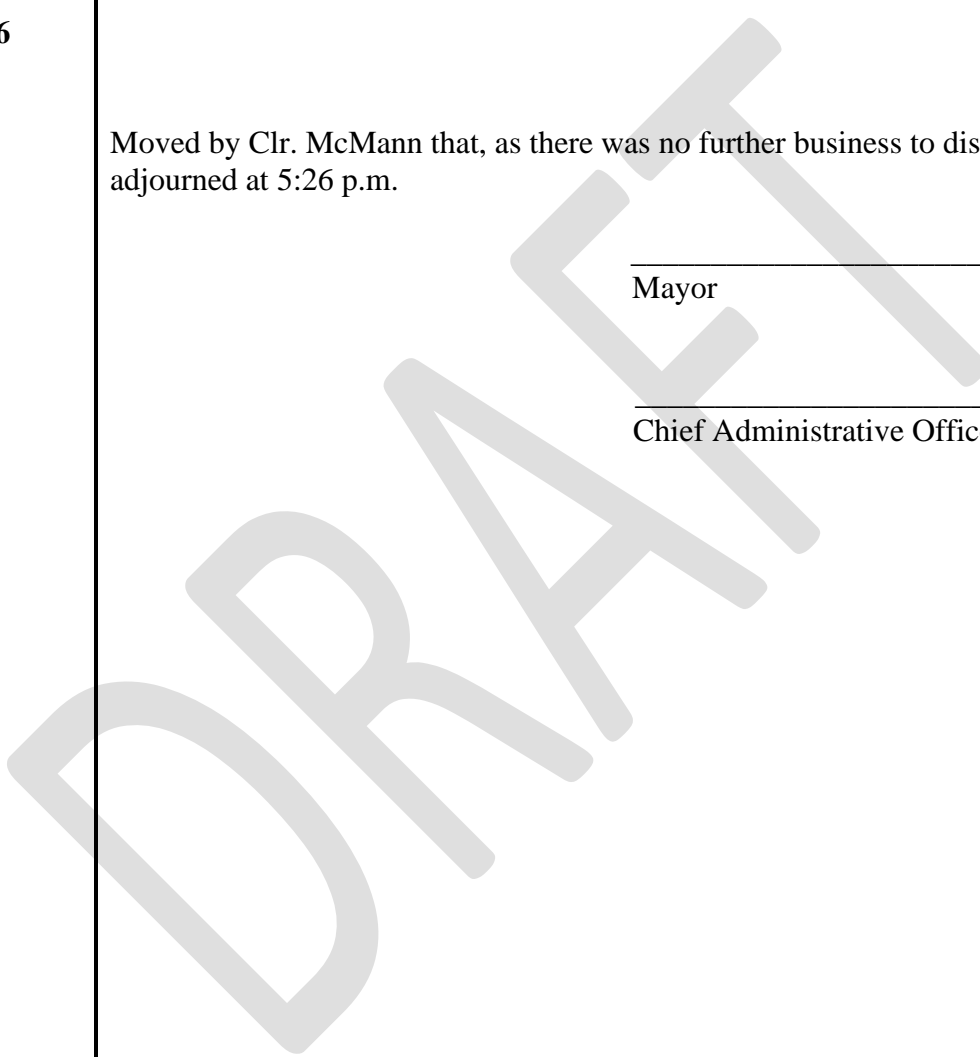
CARRIED.

ADJOURNMENT

Moved by Clr. McMann that, as there was no further business to discuss, the meeting be adjourned at 5:26 p.m.

Mayor

Chief Administrative Officer



VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF OCTOBER 26, 2021

A REGULAR meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Tuesday, October 26, 2021.

CALL TO ORDER

Mayor Johnson called the meeting to order at 5:27 P.M.

PRESENT

Attendance in-person

Mayor J. Johnson
Councillor D. McMann

APPROVAL OF
AGENDA

Brooke Magosse Chief Administrative Officer
Moved by Clr. McMann that the agenda be approved as presented.

CARRIED.

APPROVAL OF
MINUTES
2021-10-26/01

Moved by Clr. McMann that the September 21, 2021 Regular Council Meeting minutes be approved with the following amendments:

- Resolution 2021-09-21/07 Insert “Mayor McMann” as the mover.
- Resolution 2021-09-21/08 Post Election Council meeting date should be October 26th, not October 28th.

CARRIED.

APPROVAL OF
MINUTES
2021-10-26/02

Moved by Clr. McMann that the October 7, 2021 Special Council Meeting minutes be approved as presented.

CARRIED.

INTER-MUNICIPAL
COLLABORATION
FRAMEWORK BYLAW
669-21
2021-10-26/03

Moved by Clr. McMann that Council provide First reading to ICF Bylaw 669-21 as amended.

CARRIED.

INTER-MUNICIPAL
COLLABORATION
FRAMEWORK BYLAW
669-21
2021-10-26/04

Moved by Mayor Johnson that Council provide Second reading to ICF Bylaw 669-21.

CARRIED.

INTER-MUNICIPAL
COLLABORATION
FRAMEWORK BYLAW
669-21
2021-10-26/05

Moved by Clr. McMann that Council authorizes Third Reading of ICF bylaw 669-21 at this meeting.

CARRIED UNANIMOUSLY.

Mayor

C.A.O

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF OCTOBER 26, 2021

INTER-MUNICIPAL
COLLABORATION
FRAMEWORK BYLAW
669-21
2021-10-26/06

Moved by Mayor Johnson that Council provide Third and Final reading to ICF Bylaw 669-21. CARRIED.

1100-09
COMPENSATION AND
EXPENSES POLICY
2021-10-26/07

Moved by Mayor Johnson that Council approve Policy 1100-09 as amended. Further, that Council approves the following Remuneration Rates on Schedule A of Policy 1100-09:

| | Rate |
|--|----------|
| Regular Council Meetings Only | \$130.00 |
| Per diem Hourly Rate (less than or equal to two (2) hours) | \$ 15.00 |
| Per diem Half Day (equal to or less than (4) hours) | \$ 60.00 |
| Per diem Full Date (>4 hours in a single day) | \$120.00 |

| Mileage Rates | As per CRA Rates |
|---------------------------------------|------------------|
| Meals (not including gratuity) | |
| Breakfast | \$20 |
| Lunch | \$30 |
| Dinner | \$40 |
| Maximum Gratuity | 15% |

BY-ELECTION
2021-10-26/08

Moved by Mayor Johnson that Council that the Village of Innisfree By-Election shall be held on Monday, February 7, 2022.

RECESS
2021-10-26/09

Moved by Mayor Johnson for a recess at 5:58 pm.

CARRIED.

RECONVENE
2021-10-26/10

Moved by Mayor Johnson to reconvene the meeting at 6:04 pm.

CARRIED.

MUNICIPAL
OPERATING SUPPORT
TRANSFER –
CONTRIBUTION TO
OTHER ENTITIES
2021-10-26/11

Moved by Mayor Johnson that Council that the Village of Innisfree approve MOST Grant allocations to the following local entities:

- a. Innisfree ECS \$1,000
- b. Innisfree Senior Citizens Association \$1,500
- c. Innisfree & District Recreational & Cultural Society \$3,500
- d. Innisfree Parent Financial Society \$1,000
- e. Friends of the Innisfree Library Society \$1,000
- f. Innisfree Ukrainian Dance Society \$1,000
- g. Innisfree & District Agricultural Society \$3,500

CARRIED.

Mayor

C.A.O

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF OCTOBER 26, 2021

STRATEGIC PLAN – 3RD
QUARTER REPORT
2021-10-26/12

Moved by Mayor Johnson that Council approve the 3rd quarter of 2021 Strategic Plan as amended. CARRIED.

COUNCILLOR
REPORTS
2021-10-26/13

Moved by Mayor Johnson that the Councillor Reports be received as information. CARRIED.

ADMINISTRATION
REPORTS
2021-10-26/14

Moved by Clr. McMann that the items listed under Correspondence be received as information. CARRIED.

CORRESPONDENCE
2021-10-26/15

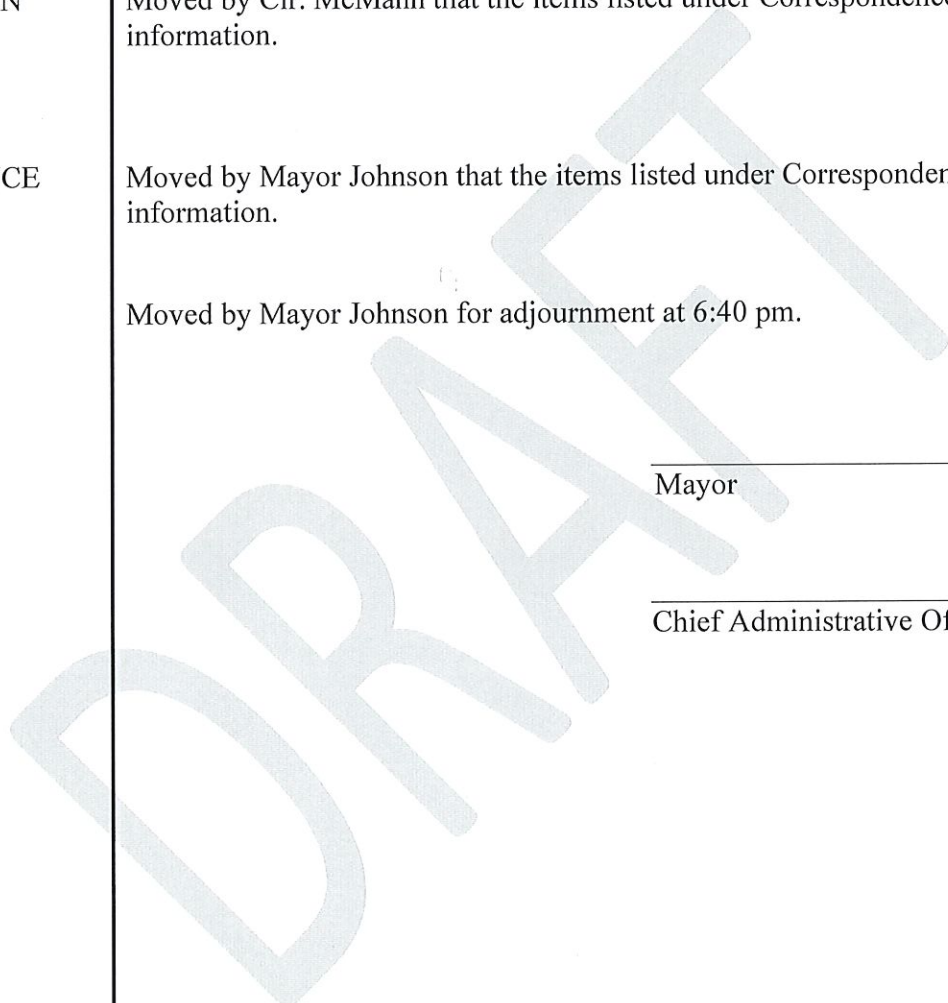
Moved by Mayor Johnson that the items listed under Correspondence be received as information. CARRIED.

ADJOURNMENT

Moved by Mayor Johnson for adjournment at 6:40 pm.

Mayor

Chief Administrative Officer



Mayor

C.A.O

Request for Decision (RFD)

Topic: Meeting Schedule Proposals – RFD
Initiated by: Administration
Attachments: None

Purpose(s):

1. To review a proposal to reschedule the December 21st Council meeting to December 14th, 2021, at 5 PM.
2. To review a proposal for the scheduling of several dedicated Budget Meetings in early 2022.

Background:

1. The December Regularly scheduled date for the Council meeting will fall on December 21st, four days prior to Christmas Day. The timeline, to fulfill all actions arising from the Council meeting is tight, with many entities slowing down during the Christmas Season.
2. The Village will be holding a Municipal By-Election in February. The 2021 Preliminary Audit Review is nearly complete, and Administration is hopeful the final audit will be ready for Council approval in March 2022. Following the By-Election and receipt of the 2022 Audit, the budgeting process could be implemented with fairly accurate figures (dependent on Provincial Governments' funding announcements.)

Key Issues/Concepts:

1. If the December Council meeting was adjusted one week prior, from December 21st to December 14th, it would allow sufficient time between the current November 16th meeting and December 14th for new business to be received, reviewed, and investigated by Administration, prior to presentation to Council.
2. The December agenda will also include the approval of the 2022 interim budget, pursuant to the MGA and a discussion on the Village's programs and projects proposals for 2022.
3. Budget Meeting Proposal: If several dedicated budget meetings were established in March and April of 2022, the hope is that the final operating and capital budgets could be approved in the April Council meeting, with the Tax Rate Bylaw being approved in the May Council meetings and notices mailed out on May 31st.

Options:

1. That Council endorses a motion that the Village of Innisfree Council reschedule the December 21st Regular council meeting to Tuesday, December 14th at 5:00 PM.
2. That Council endorses a motion that the Village of Innisfree Council reschedule the December 21st Regular Council meeting to another date.
3. That Council declines to approve a motion for rescheduling the December 21st Regular Council Meeting.

Financial Implications:

1. None.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A. 2000, c.M-26

Political/Public Implication(s):

1. None identified.

Recommendation:

That Council endorses a motion that the Village of Innisfree Council reschedule the December 21st Regular council meeting to Tuesday, December 14th at 5:00 PM.

Request for Decision (RFD)

Topic: GoEast Destination Marketing Membership RFD
Initiated by: GoEast
Attachments: Highlights, Etc.

Purpose(s):

1. To review the GoEast of Edmonton Regional Tourism Membership request.

Background:

1. The GoEast Destination Marketing Organization membership provides many cultural and economic benefits to the members including: year-round exposure/promotion; Website Community Profile, attraction and event listings; social media exposure (Facebook, Instagram and Twitter); numerous promotions on a Weekly Radio Program; and free, non-profit organizations' event promotion online, via social media and radio.
2. Additionally, members benefit from grants and invested funds to develop projects, as listed and ongoing Tourism Support/Communication to members via email, newsletters, and mailings.
3. The Village of Innisfree has been a member of the GoEast DMO since at least 2017.
4. Councillor McMann has been appointed as the Village Representative on the "Kalyna Country Eco-Museum Trust Society" a division of the GoEast organization.

Key Issues/Concepts:

1. The GoEast benefits realized for the Village appear to significantly out-weight the costs for membership.
2. The GoEast options are accessible to many factions of the community, including the promotion of activities by the various not-for-profit organizations. (Of course, the COVID-19 pandemic has severely impacted the number of activities.)

Options:

1. That Council endorses a motion that the Village of Innisfree 2022 GoEast of Edmonton Destination Marketing Organization membership of \$200 be approved.
2. That Council declines the GoEast DMO membership for 2022.

Financial Implications:

1. The annual membership fee is unchanged from last year at \$200.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A. 2000, c.M-26

Political/Public Implication(s):

1. The wide range of options for other local organizations delivers a positive political and public impression.

Recommendation:

That Council endorses a motion that the Village of Innisfree 2022 GoEast of Edmonton Destination Marketing Organization membership of \$200 be approved.



2022 Municipal Membership Benefits and Fees

We are your DMO (Destination Marketing Organization) supporting areas Northeast, East and Southeast of Edmonton

- **Award Winning Tourism Marketing -** Year-round your community is promoted through the #1 highest reaching Regional Tourism Marketing Programs.
- **Website Community profile, attraction and event listings,** (including museums, farmers markets, community events, golf courses, campgrounds etc.) special section box ad, & photos on the Go East of Edmonton website <https://goeastofedmonton.com/communities/>
- **Social Media** promotion for its members/communities, attractions, events, likes, and sharing. (Facebook, Instagram and Twitter)
- You can receive numerous **Event promotions on our weekly Radio Programs**
- You can receive extra promotion in our **Tradeshows, Contests, E- News and more.**
- Member rates on Buy-In Opportunities such as the **Travel Guide, Roadtrip Adventure Special Promotions, Digital Marketing Opportunities**
- Important Benefits also included for **your Non-profit Organizations.** Your NPOs can submit events, activities to be promoted on our Website, Social Media, Radio, etc.
- *See the Power of Go East of Edmonton document for more benefits and statistics.*
- **Outstanding Tourism Development**
- You Benefit from **grants and invested funds to develop projects** such as Travel Alberta Marketing Funds or Covid Recovery Grant funds to develop and Promote Content and or support to Industry.
- **Recognition and opportunities** in regional marketing grants, projects, and other programs.
- **Alberta CARES** grant funding through 2022 for Go East will include your community through project development, coordination and marketing of communities through regional itineraries.
- More content included in the Go East Website, plus more traffic to your pages.
- **Ongoing Tourism Support (Communications)**
- **Communication** to members through email updates, newsletters and online meetings.
- **Tourism management and one-on-one consulting opportunities** for members.
- **Covid-19 Advocacy** will support your local businesses and community through updates.

Membership based on population for your community. All municipalities receive the standard membership benefits.

| | |
|---|--------|
| <input type="checkbox"/> Population up to 249 | \$200 |
| <input type="checkbox"/> Population 250-499 | \$300 |
| <input type="checkbox"/> Population 500-2499 | \$400 |
| <input type="checkbox"/> Population 2500 – 4999 | \$750 |
| <input type="checkbox"/> Population 5000+ | \$1500 |

(GST not applicable) (Note Memberships will be invoiced by January on the calendar year)

For more details please contact:

Kevin Kisilevich, Marketing and Development, Go East of Edmonton Regional Tourism

kevin.goeast@gmail.com 780-632-6191



2022 Tourism Programs
Renewal Form: Village of Innisfree
Based on your participation in 2021.

1) 2022 Regional Tourism (DMO) Membership Program -

Your Membership Fee includes many online and year round marketing benefits - see supporting documents.

2022 Membership Fee: \$200 *(same rate as last year)*

2) 2022 Travel Guide Advertising -

- **Display ad** runs in both print magazine, and online guide <https://goeastofedmonton.com/travel-guide/>
- With the purchase of your display ad you receive a **Feature editorial**, photo(s), and includes all listings on many pages of events, campgrounds, attractions, etc.
- **Low Cost**...No increase in Ad cost plus Member rate for your ad (ad design included).
- **Bonus Advertising** - your Display Ad and /or Editorial may also run in our Online Camping - Outdoors Guide or other Attractions Online guides at No Extra Charge.
- With these Benefits, your advertising value is more than Double your investment.

2022 Travel Guide Investment: 1/12 page ad \$350 + gst *(same rate as last year)*

If you wish to change the size of your ad please contact us.

3) Roadtrip Adventure Game - June to August 2022

Your community is guaranteed to receive visitors by participating in this unique and innovative tourism promotion. This was a huge success in 2020-2021 and we invite you to participate. Please see the section on our website <https://goeastofedmonton.com/itineraries-roadtrips/roadtrip-adventure-game/>. *(Membership required to participate).*

2022 Roadtrip Game Investment: Did not participate in 2021. Contact us if you wish to discuss.

Total Investment for 2022 Budget: \$550

Your Value and ROI for 2022 - The value of these programs are 2X that of your investment due to our low cost and support from Travel Alberta. It is an exceptional value and great potential for returns into your community!

Note: You will not be invoiced till 2022 for these programs, unless you request it to be sent in the current year.

We would be pleased to meet with you, or Zoom, if you have questions or would like a more detailed update.

Our Deadline is December 15, 2021.

Please sign and email form back to authorize these programs for 2022.

Signature:

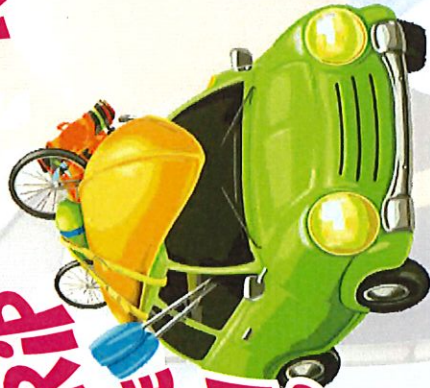
Date:

Questions? Contact Kevin D. Kisilevich kevin.goeast@gmail.com
Phone: 780-632-6191 or 1-888-632-8755



Join us for the 2022 Go East of Edmonton ROADTRIP ADVENTURE GAME!

ROADTRIP ADVENTURE GAME!



2021 Amazing Results:

Marketing Success...

2021 was the first year it was inserted into the centre pages in the Go East of Edmonton Travel Guide. Game players surveyed the **Travel Guide** was by far the #1 way they learned about the game and that they preferred to use the Travel guide instead of just downloading the Gameboards.

Go East Website recorded 16,122 pageviews of Game pages, (as compared to 3340 in 2020), a **growth of 482%**. There were 1984 Downloads of Gameboards and Sticker station pages from the website and an amazing **80,067 impressions** on the Game Pop-up banner.

Over 100,000 people were reached through Advertising campaigns. Facebook, Instagram, Google Ads, ran all summer long, plus Radio, Billboards, ongoing blog articles, and social media engagement drove results.

ROI- Return on Investment to Partners...

Total Project value is calculated at over \$30,000 to coordinate, organize, advertise and implement the 2021 Game project. Includes Partner and Grant funds received.

42 communities participated in 2021, (as compared to 16 in 2020.) Hundreds of stickers were handed out to travellers between June and August 2021 in all our Communities, (as compared to dozens in 2020.) **All sizes of Communities and all areas of Northeast, East and Southeast benefited from Increased Roadtrips from Visitors.**

Over \$100,000 in spending is currently estimated from the Roadtrip Adventure Game into our region- a 3 to 1 gain in ROI for our region (as compared to 2020 this is a minimum 5X increase).

Over \$5000 in Prize Contributions

We are grateful to all our partners who generously contributed over \$5000 in prizes from their communities. These prizes will also bring back all the winners to our local businesses and attractions to redeem and visit once again- further supporting the region.

2021 Resulted in 936 ENTRIES

= **Growth of nearly 900 more gameboards than 2020, an 1800% increase in entries.**

Breakdown of the 936 entries include:

- 176 people submitted entries for the Northeast Lucky 7
- 179 people submitted entries for the East Lucky 7
- 138 people submitted entries for the Southeast Lucky 7
- 90 people submitted fully completed Northeast Gameboards
- 103 people submitted fully completed East Gameboards
- 85 people submitted fully completed Southeast Gameboards
- 109 people submitted entries for our Blackjack Prize
- 56 people have submitted 3 fully completed gameboards for our Ultimate Prize Package!

There were also over **400 entries on social media** for bonus prizes! Check out the awesome posts at [#goroadtrips2021](https://twitter.com/goroadtrips2021)

The winners are all posted on our website at www.GoRoadtripGame.ca

How to participate in 2022

We are offering a low cost for Communities to participate who are members of the Go East Regional Tourism Organization. Plus, your costs are reduced because we are applying to **Travel Alberta Cooperative Marketing Grant for 2022**. Your cash investment helps us to coordinate and promote the game.

Your staff time is minimal, and Go East Team will coordinate and work with your staff to develop your Sticker Station and suggest appropriate prizes and promotions for you.

You will also receive: 1 roll of 500 stickers, all posters, signs, promo material for your Sticker Station and Campaign promotion and support.

When and How we will Promote your Community in the Game for 2022

- Game to run **June to end of August 2022**
- The Go East of Edmonton Travel Guide will once again include a **special feature pullout section promoting the Game**. The Go East Website and Social Media will again promote your community in the Game.
- **Feature articles, photos and videos** will be promoted on Go East, Partner and other media websites and through e-newsletters.
- **Ad campaigns** to include Facebook/Instagram ads, Google and Youtube ads, local and regional radio stations, billboards and other digital media.
- **New creative ideas** will be added to the game to get people to stay longer, spend more \$ in the region. A planning committee will work through the winter season and announce these plans to the partners.



Why you should Participate:

Your Community is Guaranteed to receive visitors by participating in this unique and innovative tourism promotion! Please see the section on our website at www.GoRoadtripGame.ca

All communities had people visit from the game, with purchases at stores, restaurants and accommodations. **Many were new, and never visited these communities before now!**

If your community has a Roadside Attraction, or other popular attraction or business – **people will love to come a visit, and collect your sticker as a souvenir while playing the Game!**

In 2020 Partner Communities said... **"Brilliant idea, innovative, an awesome great way to adapt during the pandemic, very pleased with the results!"**
In 2021 Partner Communities said ... **"Game was very good, keep up the excellent work you are doing!"**

The vast majority of Game players in 2021 said **"they can't wait to play again in 2022!"**

Your Investment and Costs

- | | |
|--|---|
| <input type="checkbox"/> All Villages \$350 plus one \$50 prize contribution | <input type="checkbox"/> Towns from 2000 to 3000 pop. \$500 plus two \$50 prize contribution |
| <input type="checkbox"/> Small Towns up to 1999 pop. \$450 plus one \$50 prize contribution | <input type="checkbox"/> All Counties, Large Towns & Cities \$600 plus two \$50 prize contribution |

The value of this promotion is 2X that of your investment due to our low cost and support from Travel Alberta.

It's a proven success and proves that Go East of Edmonton works to grow tourism and bring travellers to every part of our region!

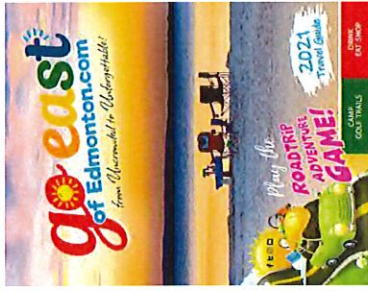
TO PARTICIPATE please notify us by email. Invoicing will be in 2022.
Kevin Kisilevich 780-632-6191 or kevin.goeast@gmail.com

Current Annual Reach and Benefits - based on the results in 2021.

Leads to Partners

- **1000+** referrals from phone calls, emails and messaging
- **2000+** click thru from E-News to partners pages
- **20,000+** click thru from the Website to partners pages
- **20,000+** clicks from Facebook ads/posts to partners content
- **110,000+** clicks thru from Google search to partners pages and other webpages
- **200,000+** Facebook, Instagram, Twitter engagements on content. (Clicks, comments, and shares creates leads to partners).
- **200,000+** Google, Youtube (Clicks and interactions on ad content, creates leads to partners).

Travel Guide in Print & Online



It's the **#1 most popular** travel guide in the region and at Visitor Centres!



Regional Tourism Website

The **#1 highest traffic and most comprehensive tourism website** in the region.

Growth - over 60% increase in summer traffic!



Regional Tourism Social Media

We have the region's **BEST Tourism Audience Engagement!**



Print Guide

- **60,000** copies printed
- 150 pages in 2021
- 250,000+ readership
- 2 Million+ pageviews

Online Guides

- **200,000+** pageviews annually
- Growth - 25% increase**

Website

- **300,000+** users
- 400,000+ sessions/visits
- 500,000+ pageviews
- 1000+ webpages
- 1000+ views on Box Ads

Social Media

- **38,000+** combined followers
- 10,000 new followers in 2021
- 2 Million+ post reach annually
- 200,000+ engagements annually

E- Newsletter

- **8000+** subscribers
- Summer 2021 stats per Newsletter
- 1500+ avg people opening and reading each Newsletter
- 250+ avg clicks to partners content
- Growth - clicks doubled to partners**

Roadtrip Videos

5 Highway Roadtrips



Combined Youtube and Facebook Results from April 2020 to Dec, 2021

- **600,000+** Views
- **400,000+** Watch time in min.

www.GoEastofEdmonton.com/Videos

Roadtrip Adventure Game Promotion

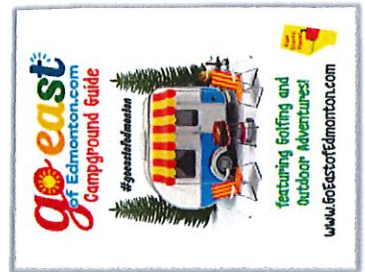


June 1 to August 31, 2021

- Over **100,000+** people reached in Social Media, Website & Travel Guide
- 936 entries in the Game/Contest
- 42 communities participated
- Economic Impact -ROI estimated at **over \$100,000 spent in the region.**

Camping & Outdoors Online Guide

- Featuring Campgrounds, Golf, Outdoor Adventures (44 pages)
- **30,000** pageviews annually
- <https://goeastofedmonton.com/things-to-do/camping/>



Summer Digital Ad Campaigns



Low cost in partnership with Travel Alberta promoting businesses and communities with **Google** and **Facebook** ads.



(June 1 to Sept 30)

- **Over 6 Million** Impressions on Ads
- 3,683,541 Google**
- 2,487, 298 Facebook**
- **Over 250,000** Interactions/ Engagements and Clicks on Content
- This is the 2nd year in a row we reached over 6 Million impressions and 250,000 interactions!**
- **Nearly 15,000 leads to partners from Summer Campaign**
- 27,000 pageviews on 38 Articles published in Trip Ideas / Blog

Radio Promotions

Country 106.ca - Weekly

- **100,000+** reach Trading area - Country 106.5 Weekly Tourism Talk with Go East of Edmonton
- 10 minutes+ of regional promotion Weekly on Fridays 8:15 am
- 15+ events, attractions and businesses promoted weekly
- = over 750 partners promoted

CFCW and Stingray Summer Radio Campaigns

- Total region coverage through 8 local Real Country, Boom and Hot stations and CFCW radio.

Shop & Dine Guide

- Created in Fall 2020.

25,000 pageviews

since its launch.

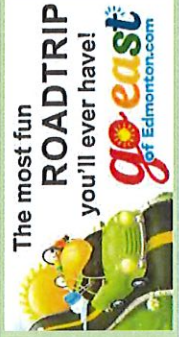
- Shop, Dine, and Stay Online Guide
- Featuring partner shops, dining, local food, drink & accommodations.



<https://goeastofedmonton.com/shop/>

Digital Billboard Advertising

- Edmonton area **Pattison Digital Billboard Advertising** promoted from June to August, 2021 reaching over **50,000+** weekly.



Request for Decision (RFD)

Topic: 2021 Employee Honorariums – RFD
Initiated by: Administration
Attachments: None

Purpose(s):

1. To review the budgeted 2021 Employee honorariums.

Background:

1. The 2021 Budget included the following allocations:
 - a. Administration - \$750
 - b. Public Works - \$750
2. The Administrative Assistant resigned the end of June 2021.
 - a. The CAO managed all Administrative Services on a solo basis until September 7, 2021.
 - b. Additional duties included Utility Billings/Mailings; Accounts Payable processes, Cash Receipts, Front desk reception, coverage for Public Works Foreman (i.e. Daily Water Test, Garbage Collection, etc.), and numerous other duties that are not enlisted.
3. The Public Works Foreman resigned the end of August 2021.
 - a. The CAO managed the Administration work and the Environmental Services (water testing/ monitoring & reporting; pickup and hauling of garbage weekly [with assistance], as well as other Public Works inquiries (i.e. water CC Valve requests with assistance from Town of Vegreville Water Department), and numerous other duties that are not enlisted.
4. The two new staff members remain under probation, until December 7 and January 18th, 2022 respectively, which under the Village's HR Policies directs that these individuals could be dismissed immediately, should they not complete a satisfactory 3-month probation period.

Key Issues/Concepts:

1. The Village has budgeted \$1,500 for Employee Honorariums
2. The CAO has fulfilled multiple roles, in addition to the regular CAO duties for an extended time during 2021.

Options:

1. That Council endorses a motion that the Chief Administrative Officer be provided a \$1,200 Honorarium for excellent work performance throughout 2021 with the ongoing COVID-19 Pandemic situation, with the resignation of multiple employees across two departments and her ability to fulfill the CAO duties and multiple other roles' duties as well.
2. That Council endorses a motion that the Chief Administrative Officer be provided *a different amount of Honorarium* for excellent work performance throughout 2021 with the ongoing COVID-19 Pandemic situation, with the resignation of multiple employees across two departments and her ability to fulfill the CAO duties and multiple other roles' duties as well.

Financial Implications:

1. The 2021 Budget incorporated the funds. The proposal will leave a surplus of \$300 in the 2021 budget.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A. 2000, c.M-26

Political/Public Implication(s):

1. The recognition of a well-done job should be a positive note for the public.

Recommendation:

That Council endorses a motion that the Chief Administrative Officer be provided a \$1,200 Honorarium for excellent work performance throughout 2021 with the ongoing COVID-19 Pandemic situation, with the resignation of multiple employees across two departments and her ability to fulfill the CAO duties and multiple other roles' duties as well.

Request for Decision (RFD)

Topic: Highway Signage Proposal –RFD
Initiated by: Innisfree School Parent Council
Attachments: - Copy of Parent Council Member Lisa Anderson’s email from Alberta Transportation
- Letters of Support – Buffalo Trails Public School Division, Delnorte School & Innisfree Library
- Information on School Zone Traffic Signs
- Information on costs for two Traffic Control Devices (TCD)
- AB Transportation Guidelines on Installation for Two TCD Desired
- Innisfree Delnorte Parent School Council – Drafted Letter for Request to AB Transportation

Purpose(s):

1. To review a request from the Innisfree School Parent Council for the addition of Highway Signage near the Delnorte School.

Background:

1. The Innisfree Delnorte School Parent Council have discussed their safety concerns about traffic along Secondary Highway 870 past the front of the Delnorte School.
2. It had been expressed in the Innisfree Informer that, as a “Playground Zone” the traffic speed should be slowed to 30 kph from sun-up to sundown; this is NOT the signage in place. (Administration has confirmed with the Buffalo Trails School Division that their Insurers do not have any concerns with the implementation of a Playground Zone traffic control device.)
3. The School Council has specified two traffic control devices:
 - a. Driver Feedback Signage
 - b. Flashing Pedestrian Beacon Signs (See attached information.)
4. The Parent Council were advised by Alberta Transportation that the Municipality had the authority to install highway signage along Secondary Highway 870 within the Municipality’s corporate limits. Also, the municipality was responsible for the costs of purchasing, installing, and maintaining the signage.
5. The School Zone signage currently in place for the school zone include the School Zone sign with the 30 kph Speed Zone signage. There are no *specified hours* noted on this signage; therefore, the school speed zone hours are per the Alberta Transportation set out timelines, per the attached detail. (See detailed School zone signage information attached.)
6. The Village of Innisfree Administration has investigated the costs of the Driver Feedback sign; the cost is currently quoted at **\$5,500 plus installations costs**. The sign is warranted for two years; *maintenance costs are unknown*. The cost for Pedestrian Flashing Signage is estimated at *\$9,500, plus additional required post & directional signage; plus, unknown maintenance costs*; sign is warranted for 3 years. (See attached info.)

Key Issues/Concepts:

1. The Innisfree School Parent Council approached the Municipality to request the traffic changes and have provided several letters of support, including the Buffalo Trails Public School Division Board.
2. The Innisfree School Parent Council have expressed their concerns on the traffic speed through the Innisfree Delnorte School zone; their comments have not detailed a specified *time period* in which they are concerned. Per the existing signage, so long as the traffic is slowing down during the specified time periods, the traffic has been obeying the traffic signage.
3. The purchase cost and unknown ongoing maintenance costs of the two described traffic control devices are a long-time financial commitment for the Village of Innisfree.

-
4. Several other cost effective and remedial methods of traffic control could also be considered with an implementation of several Municipal measures:
 - a. Implementation of a Playground Zone along SH#870 and installation of appropriate signage, with the endorsement from the Buffalo Trails Public School Division. Thereby, traffic speed would be controlled from sun-up to sundown. (Calgary has implemented this signage in all school zones.)
 - b. Implementation of a Specified School Zone Traffic Speed, via Bylaw, utilizing appropriate signage, to alert traffic. (School zone hours can vary for different towns and cities according to municipal bylaws. If a municipality does establish times different from those above, they would be posted beneath the school sign.)
 - i. **NOTE: What is the difference between a school zone and a playground zone?**
 - Playground zones are in effect at certain times of the day all year.
 - School zones are in effect at certain times on school days.
 - Playground zone signs are not the same as school zone signs but have similar speed limits.
 - In Alberta, playground zone speed limits are in effect every day from 8:30 am to one hour after sunset.
 5. In addition to the endorsement of a revised Traffic Bylaw and replacement of Traffic Control Devices with new signage, Council would consult with RCMP and Highway Sheriff Authorities for increased patrols for specified periods to promote and provide enforcement of the new signage.

Options:

1. That Council direct Administration to develop a revised Traffic Bylaw to endorse the implementation of a Playground Zone along Secondary Highway 870 on the two-block area and bring the Bylaw forward to the December Council meeting. Further, that Council directs a Letter be written to the Innisfree Delnorte Parent Council and copies to the entities' who provided letters of support.
2. That Council direct Administration to develop a revised Traffic bylaw to endorse the implementation of a Specified School Zone Time from 8:30 am to 5:00 pm during School days, along Secondary Highway 870 on the two-block area and bring the Bylaw forward to the December Council meeting. Further, that Council directs a Letter be written to the Innisfree Delnorte Parent Council and copies to the entities' who provided letters of support.

Financial Implications:

1. The costs for this remedial implementation of Traffic Devices would be minimal, less than \$500. Following an "incubation" period, the effectiveness of the recommended remediation processes can be evaluated.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A. 2000, c.M-26
2. *Alberta Traffic Act*, R.S.A. 2000, c.T-6

Political/Public Implication(s):

1. The recommended "first step" in addressing this Traffic Control Device may have proponents arguing on both sides of the issue.

Recommendation:

That Council direct Administration to develop a revised Traffic Bylaw to endorse the implementation of a Specified School Zone Time from 8:30 am to 5:00 pm during School days, along Secondary Highway 870 on the two-block area and bring the Bylaw forward to the December Council meeting. Further, that Council directs a Letter be written to the Innisfree Delnorte Parent Council with a copy to the entities' who provided letters of support.

Village of Innisfree (CAO)

From: Cindy Skjaveland <Cindy.Skjaveland@gov.ab.ca>
Sent: October 27, 2021 2:28 PM
To: Land Seed & Agro Services Ltd.
Cc: Village of Innisfree (CAO); Derek Young
Subject: RE: Hwy 870 Innisfree School
Attachments: 84DriverFeedbackSigns.pdf

Hi Lisa,

Thank you so much for your email, Highway 870 is Alberta Transportations road and so I will copy this request to the Operations Manager - Vermilion – Derek Young . The department has worked with other communities who have asked for Rapid Flashing Pedestrian Beacons at pedestrian crossings. When you say a flashing speed sign, I think you mean what we call a Driver Feedback Sign? (see attachment) .

Requests for this type of signage should comes to Alberta Transportation from a Municipality expressing the concerns and that they support the request. The Municipality would also be responsible for the costs of installing and maintaining the infrastructure once installed. I would recommend that your organization send a letter/ email with your concerns and the request to the Village and they can proceed with contacting us if they feel the request is warranted. At that time we can work on permits etc.

Don't hesitate to Call or email if you have any questions or concerns.

Best Regards,
Cindy

Cindy Skjaveland
Development & Planning Tech.
Central Region, Alberta Transportation
Office: **780.679.1770**
cindy.skjaveland@gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



Classification: Protected A

From: Land Seed & Agro Services Ltd. <lisa.anderson@plantpioneer.com>
Sent: Wednesday, October 27, 2021 11:12 AM
To: TRANS Development Vermilion <transdevelopmentvermilion@gov.ab.ca>
Subject: Hwy 870 Innisfree School

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good Morning

I'm looking for more information regarding hwy 870 that runs in front of Innisfree School. We had our school council meeting last night & we discussed how traffic is not slowing down through the school zone. This is very troublesome and we have posted more signs, wrote in our local newsletter to remind people, but we are not having very much success. So we talked about having a flashing solar speed sign installed south of the school. What I'm looking for is more information about these signs where it flashes your speed & lights. How do we get one of these installed? Is this part of Alberta Transportation? Can you help me out? Or direct me to who can help?

Thank You

Lisa Anderson

Pioneer Hi Bred Sales Rep
Minburn, AB
(780)632-5526

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November 3, 2021

Village of | Innisfree
5116 50 Ave
Innisfree, AB
T0B 2G0

Dear Mayor Johnson and Village Council:

RE: LETTER OF SUPPORT FOR SCHOOL ZONE SAFETY

Buffalo Trail Public School is writing this letter in support of the Innisfree School Council's goal to enhance school zone safety at the Delnorte School in Innisfree, Alberta. The division believes that speed identification signs and lighted crosswalks placed at the south and north ends of the school zone would help to achieve this goal. Crosswalks with flashing lights, if used correctly by pedestrians, will increase the visibility of the crosswalk for the motoring public. The speed identification signs will allow the motorists to know if they are speeding before they enter the school zone. This will give motorists the time and opportunity to correct their speed and slow down.

As you are aware Buffalo Public School just added a wheelchair accessible parking stall in front of the school to ensure those requiring access to the building were able to enter and exit their vehicles safely due to the school being located on a secondary highway. We have also placed our school bus loading/unloading zone at the north end of the school to avoid the traffic on secondary highway 870.

Several towns and villages throughout our division have added lighted crosswalks and speed identification signs and they have seen positive results. We encourage the Village of Innisfree to consider the School Council's request, understanding that costs and maintenance need to be considered. Anytime something can be done to protect its citizens, especially the youth is a benefit to the entire community.

Sincerely,


Nadeem Altaf

Secretary-Treasurer

c.c. Chrysti Mannix, Director of Transportation



Miss Rachel Miller, Principal
Phone (780) 592-3963
Fax (780) 592-3870

**Innisfree Delnorte
School**
Box 189
Innisfree, AB T0B 2G0

November 2, 2021

To Mayor Johnson and Villiage Council,

Re: Electronic Safety Signage Letter of Support

I am writing a letter in support of the Innisfree Delnorte School Council's goal of purchasing and installing lighted signage in the school zone area along Highway 870 to ensure the safety of our students during school hours.

We have many students that attend our school from in town or have permission to go off school grounds at lunch time. I believe this sign would assist in curbing speeding, which is obviously a concern when combined with our students walking across the street. Often, as I am out on bus supervision or during the lunch hour, vehicles and large trucks drive by very quickly, potentially endangering the children who are crossing the street. Additionally, the cross walk which students use to access the sidewalk in front of the school can be difficult to see. Small children do not always have the wherewithal to follow the traffic safety rules they have been taught. I could see how drawing attention to this crosswalk area would be a step in ensuring safety of all community members as they cross the highway when walking.

The goal of Innisfree School Council to support making this school and playground zone safer for the children of our community and to draw attention to the crosswalk area making all members of our community safer is of utmost importance. I would urge the Village of Innisfree to consider supporting our school council in its pursuit to make a safer community for all.

Sincerely,

A handwritten signature in blue ink that reads "Rachel Miller".

Rachel Miller

Principal

Innisfree Delnorte School

Village of Innisfree Library
5317 48th Ave
Innisfree, AB

Oct 30, 2021

Village of Innisfree
5116 50th Ave
Innisfree, AB

Mayor Johnson and Village Council,

Our Library is located next to the Delnorte Innisfree School in a 30 km speed zone. We would like to lend our support to the Innisfree Delnorte School Council by voicing our concern over speeding in the school zone outside our front entrance.

During and after school hours our library is used extensively by students, adults and seniors. The children in the village use the library after school hours and usually walk to and from our building, more often than not having to cross Hwy 870 in front of our library. We also have some seniors make the trek to our library on foot and again having to cross this same road.

There is no doubt the traffic speed has increased over the years putting all those on this stretch of road in danger. We see heavy equipment move through this area at way over the speed limit in vehicles that have limited visibility for little ones on the road. Remember kids will be kids and we need to ensure their safety crossing this road to the best of our ability.

This stretch of road is not only a school zone but a playground zone and therefore the speed of 30 km is to be observed before during and after school hours and days. The installation of a flashing speed sign and Rapid Flashing Pedestrian Beacons would go a long way to warning drivers to slow down and keep our village safe.

Your consideration for the school parent council's request would be greatly appreciated not only by parents but by the patrons of our library.

Yours Sincerely

Gayle A. Foyster
Village of Innisfree Library Board Chairman

School Zone Signs

When you approach a school sign, with a maximum speed posted with it, you are entering a school zone. You must not exceed the posted speed when the zone is in effect.



Times (school days only) are:

- 8:00 am to 9:30 am
- 11:30 am to 1:30 pm
- 3:00 pm to 4:30 pm

These hours may vary for different towns and cities according to municipal bylaws. If a municipality does establish times different from these, the times will be posted beneath the school sign.

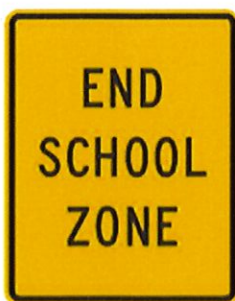
You are not permitted to pass or attempt to pass another vehicle travelling in the same direction within a school zone when the zone is in effect.

The **speed limit** for both urban and rural school zones is 30 km/h unless otherwise posted.

School zone ends

A school zone ends where a traffic sign indicates:

1. a higher maximum speed, or
2. the end of the school zone.



School area

When you approach a school sign without a speed sign attached to it, you are entering a school area. This sign is to alert drivers that children may be walking or crossing the road and you must use caution when driving through the school area.



School crosswalk

This sign alerts drivers to watch for pedestrians.



SafePace® 100 Radar Feedback Sign

Affordable traffic speed control solution for your neighborhood or facility

- Effectively slow down speeders with Safespace® 100 radar signs that alert motorists of their current speed while on the road or in your facility grounds
- Radar signs' user-friendly Safespace® Pro Management Software application offers a high-tech, interactive way of displaying vehicle speed while simultaneously collecting traffic data
- Radar feedback signs' unique light enhancing, anti-glare lens system and automatic adjusting ambient light provide maximum visibility in low light conditions.
- \$5,408.75
- Style No.5699D (Solar Powered)



Specifications

Anti-Skid Surface? Not Anti-skid

Arrow Direction No Arrow

Coating Material - Powder Coated

Colour – Black/White Reflective

Compatible Surface Types - Harsh Environments - Powder Coated

Depth - 3-1/2 in

Dimensions - 3.5" X 23" X 29"

Finish - Flat

Height - 29 in

Illumination - LED

Indoor or Outdoor Use - Indoor/Outdoor Use

Item Type - Solar Powered

Laminated - Not Laminated

Language - English

Manufacturer Name - Tapco

Manufacturer Part Number - 1485-00071

Material - Aluminum

Material Properties - High Intensity; Reflective; Reflective Sheeting on Aluminum; Ultra Reflective; Weather-Resistant Inks

Maximum Application Temperature – 85 -185 °F

Maximum Service Temperature - 185 °F

Minimum Application Temperature - -40 °F

Minimum Service Temperature - -40 °F

Push Button LED School Zone Crossing Signs

Vibrant crosswalk signs featuring flashing LED lights that warn drivers of pedestrians crossing the street

⚠ WARNING: Cancer - www.p65warnings.ca.gov

- Keep pedestrians safe 24/7 with BlinkerSign pedestrian crossing signs with flashing LED lights that can be instantly activated by a Bulldog push button.
- Proudly made in the USA, the LED warning signs are powered by a 20-watt solar panel with 44Ah battery capacity.
- **\$9,499.05**



Specifications

Colour - Fluorescent Yellow/Green

Dimensions - 30" H x 30" W

Height - 30 in

Indoor or Outdoor Use - Outdoor Use

Input Voltage - 20/44 Watt Solar

LED Light Colour - Yellow

Supplied in Piece

Warranty: 3 Years

Width: 30 in

| | | | |
|--|--------------------------------------|---------------|-------------------------|
| Government of Alberta ■ Transportation | DRIVER (SPEED) FEEDBACK SIGNS | | <i>Issued: DEC 2010</i> |
| | | | <i>Revised:</i> |
| | | | <i>Page 1 of 3</i> |
| RECOMMENDED PRACTICES | PART | HIGHWAY SIGNS | |
| | SECTION | MISCELLANEOUS | |
| | SUB-SECTION | TEMPORARY | |

General

Driver (Speed) Feedback Signs are signs designed to relay vehicle specific information back to motorists. The most common form of Driver Feedback Sign utilizes a radar assembly or other device for detecting the speed of approaching vehicles and relays that information to motorists through a changeable message display. Studies have found that Driver Feedback Signs used in this manner can be effective in reducing mean and 85th percentile speeds in a variety of situations, especially when the locations speed limit is posted in conjunction with the Driver Feedback Sign.

While studies have shown that Driver Feedback Signs can be effective in reducing operating speeds in the long term, the greatest speed reductions are gained shortly after a Driver Feedback Sign is installed. Permitting permanent installations may lead to a proliferation of Driver Feedback Signs which could lessen the visual impact of the signs when they are needed most. To maximize effectiveness, Driver Feedback Signs should only be used on a temporary basis at locations where they are most needed.

Sign location has a significant impact on the effectiveness of Driver Feedback Signs. Driver Feedback signs offer the greatest benefit when they are placed at a point where there is a reduction in the posted speed limit. Examples include highway transition zones, school zones, playground zones and construction zones.

While there is little research available on the topic, it is expected that operating speeds will gradually increase as the motorists travel further downstream of a Driver Feedback Sign. Driver Feedback Signs should only be expected to provide a reduction in operating speeds at the point where the sign is placed. If excessive operating speeds over a large distance of highway are a concern, other speed mitigating techniques should be considered.

Driver Feedback Signs must be approved by the nearest Alberta Transportation district office prior to installation. Any parties wishing to place a Driver Feedback sign within the highway right-of-way must first submit an application to Alberta Transportation.

After reviewing an application, Alberta Transportation may issue a Letter of Approval allowing for the placement of signs within the highway right-of-way.

A listing of Alberta Transportation district offices and an example of the sign application is available at the following location:

<http://www.transportation.alberta.ca/613.htm>

Standard

A typical Driver Feedback Sign consists of a radar assembly and a changeable message sign capable of displaying motorists' current speeds as recorded by the radar assembly mounted together with a sign displaying the speed limit at the location.

Driver Feedback Signs may be part of a portable trailer assembly or temporarily mounted on a post, examples of each are shown below:



Guidelines for Use

Eligibility

Driver Feedback Signs may be installed on a temporary basis (30 days or less) at locations where the posted speed limit transitions from a higher speed limit to a lower speed limit and excessive speeding has been identified as a safety hazard or potential safety hazard at the location. Driver Feedback Signs should always be accompanied by a Maximum Speed Sign (RB-1) or a condition specific speed sign such as the School Zone Sign (WC-1) and its accompanying 30 km/h tab.

Driver Feedback Signs placed in construction zones must be approved as part of the site's traffic accommodation strategy. The guidelines for traffic accommodation in work zones are contained in Alberta Transportation's *Traffic Accommodation in Work Zones, 2008 Edition*.

Operation

Driver Feedback Signs must have the following operating features:

- Blank display (programmable for time of day if required at the location);
- Speed feedback display;
- Flashing speed feedback display;
- Maximum speed display threshold;
- Adjustable brightness level (to minimize glare at night).

A blank display must be shown at all times when the reduced speed limit is not in effect (i.e., when placed in a school zone, the display must be turned off outside of school hours). When in operation, Driver Feedback Signs must display vehicle speeds that are at or below the posted speed limit in solid (non-flashing numerals). Speeds that exceed the posted speed limit by 5 km/h or more may be displayed in flashing numerals to bring increased attention to the sign.

Driver Feedback Signs must be programmed to not display speeds that are well in excess of the posted speed limit to discourage motorists from "racing" the speed display. The maximum speed that a Driver Feedback Sign may display is outlined in the table below:

| Posted Speed Limit | Maximum Speed Display Threshold |
|--------------------|---------------------------------|
| 30 km/h or less | 50 km/h |
| 40 km/h | 60 km/h |
| 50 km/h | 80 km/h |
| 60 km/h | 90 km/h |
| 70 km/h | 110 km/h |
| 80 km/h | 120 km/h |
| 90 km/h or more | 130 km/h |

When speeds greater than the maximum speed display threshold are detected, the sign may:

- Display a blank message;
- Display value of the maximum speed display threshold; or
- Display a text message such as “slow down” or “too fast”.

Sign Removal

Driver Feedback Signs placed at locations with a temporary reduction in the posted speed limit (i.e., construction zones) must be removed once the temporary speed limit is removed or earlier if indicated in the site’s traffic accommodation strategy.

Driver Feedback Signs placed at locations with a permanent reduction in the posted speed limit must have the display turned off, or have the sign removed after 30 days of operation. At these locations, Driver Feedback Signs should only be used as a tool to monitor operating speeds and/or as a method of alerting motorists to a recent change in the traffic control scheme (i.e., new school zone or playground zone, introduction of a new transition zone, etc).

Guidelines for Placement

Post Mounted Signs

If a Driver Feedback Sign is temporarily mounted on a post, it shall be placed on the right hand side of the road. Sign placement shall follow the guidelines outlined in the *Recommended Practice Guideline - Placement of Signs*. It may be possible to use existing structures to mount a Driver Feedback Sign and should be evaluated on a case by case basis.

Portable Trailers

Driver Feedback Signs that are part of a portable trailer assembly are considered to be a hazard as defined by Alberta Transportation’s *Roadside Design Guide*, and each site will need to be evaluated individually to determine the best location and protection that minimizes the safety risk associated with placing a trailer mounted sign within the clear zone of a highway. If on a construction site, the placement will also have to be outlined in the site’s traffic accommodation strategy.

References to Standards

| | |
|---|--|
| <i>Recommended Practices</i> Section: General | Placement of Signs |
| <i>Traffic Accommodation in Work Zones, 2008</i> Section I | 9. Traffic Control Devices |
| <i>Roadside Design Guide</i> Chapter H8 Chapter H10 | Signs Supports and Poles Work Zone Considerations |

APPLICATION FOR SIGN INSTALLATION NEAR A PROVINCIAL HIGHWAY

Alberta Transportation Permit # _____

Applicant's Name _____

Mailing Address _____

City/Town/Village _____ Province _____ Postal Code _____

Phone # _____ Fax # _____ e-mail _____

Landowner's Name (if different from above) _____

Mailing Address _____

City/Town/Village _____ Province _____ Postal Code _____

Phone # _____ Fax # _____ e-mail _____

APPLICATION IS HEREBY MADE TO INSTALL OR CHANGE A SIGN IN:

Property Information

| | | | | |
|---------------------------|--------------------|----------------------|--|---------------------------|
| _____ (NE, NW, SE, SW) | _____ ¼ Section | _____ Township | _____ Range | _____ West of Meridian |
| _____ Lot | _____ Block | _____ Plan Number | _____ Parcel size (acres or hectares) | |

| | | |
|----------------------|--|---|
| _____ Highway No. | _____ Distance of the proposed sign to the highway boundary | _____ Location of business shown on sign |
|----------------------|--|---|

| | | |
|-------------------------------|---------------------------------------|--|
| _____ Name of Municipality | _____ Existing / Proposed Land Use | _____ Estimated cost of proposed sign |
|-------------------------------|---------------------------------------|--|

Dimensions of sign "face": Length _____ Height _____

Sign Type (select one): One Sided _____ Double Sided _____

Purpose of Sign: Business Identification _____ Directional _____ Construction _____
Other (explain) _____

Note: Please attach a plan showing the proposed sign in detail including the wording, etc. and the location of the proposed sign and existing as well as proposed development relative to the ¼ line and highway. Location of items such as existing or proposed shelterbelts, signs, etc. must also be shown.

It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that any work must not begin before a permit has been issued by Alberta Transportation. The issuance of a permit by Alberta Transportation does not relieve the holder of the responsibility of complying with relevant municipal bylaws and this permit once issued does not excuse violation of any regulation, bylaw or act which may affect this project.

In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Alberta Transportation, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant also consents to a person designated by Alberta Transportation to enter upon land for the purpose of inspection during the processing of this application.

I _____ hereby certify that I am the registered owner _____
(print full name) Signature

I _____ hereby certify that I am authorized to act on _____
(print full name) the owner's behalf Signature

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application for sign installation.

(Date) _____

APPLICATION FOR SIGN INSTALLATION NEAR A PROVINCIAL HIGHWAY

Alberta Transportation Permit # _____

Note: distances may be shown in metres or feet

SITE PLAN

SKETCH OF PROPOSED SIGN

Signature of Registered Owner or Authorized Agent

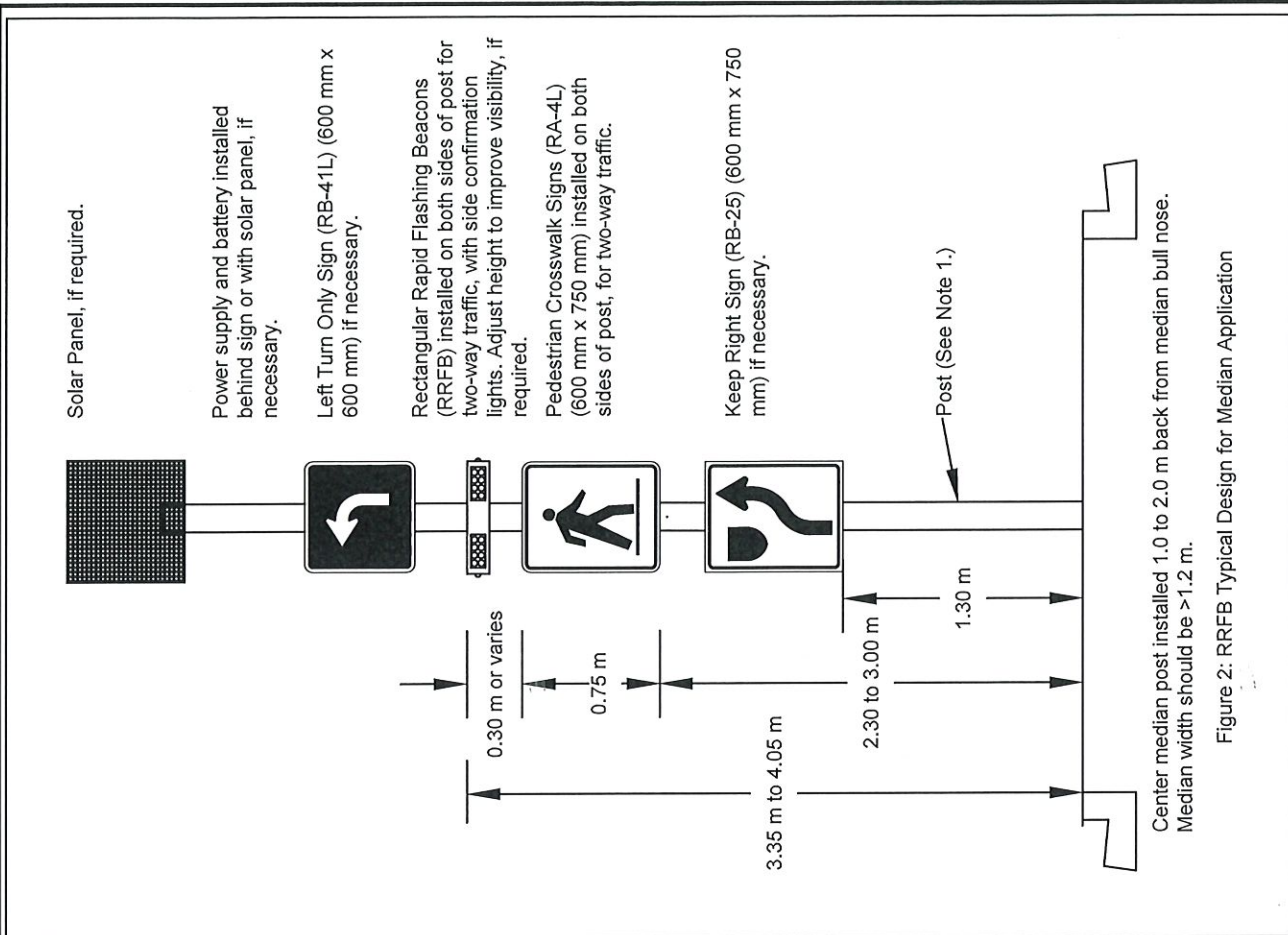


Figure 2: RRFB Typical Design for Median Application

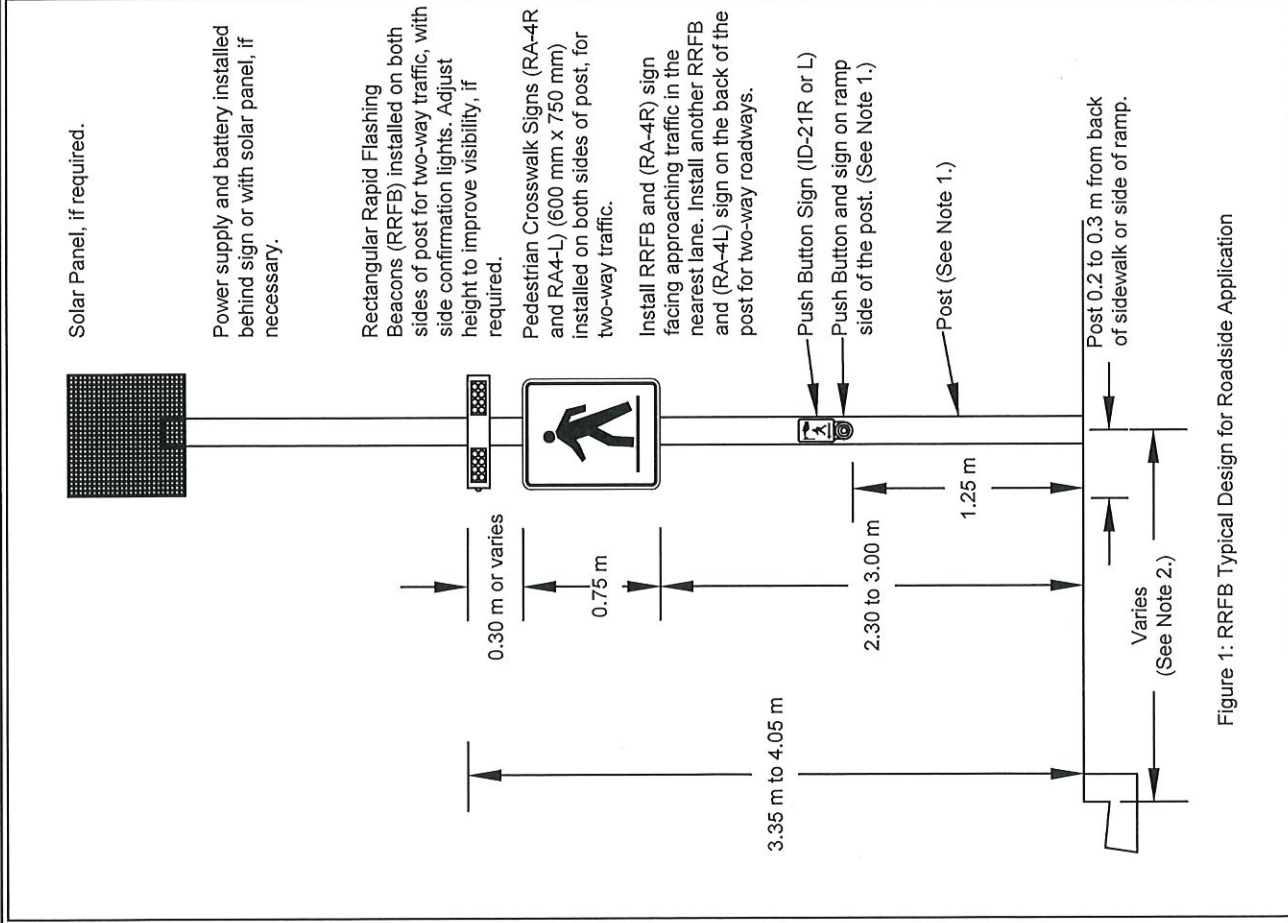


Figure 1: RRFB Typical Design for Roadside Application

| | | |
|--|--|--------------------------|
| <p>PROJECT: Rectangular Rapid Flashing Beacons (RRFB) Typical Design</p> | | <p>SCALE: N.T.S.</p> |
| <p>THE CITY OF Red Deer ENGINEERING SERVICES</p> | | <p>DATE: 2017/02/27</p> |
| <p>PROJECT: Rectangular Rapid Flashing Beacons (RRFB) Typical Design</p> | | <p>DRAWN BY: T.B.</p> |
| <p>PROJECT: Rectangular Rapid Flashing Beacons (RRFB) Typical Design</p> | | <p>DRAWING NO.: RRFB</p> |

Note 1. Use signal post and 3430 base from Electric Light and Power (EL&P).

Note 2. Preferred roadside post center is 1.0 m to 2.3 m from face of curb, with RA-4 sign edge 0.7 m to 2.0 m from F.O.C.

INNSFREE SCHOOL COUNCIL DRAFT LETTER TO AB TRANSPORTATION FOR VILLAGE COUNCIL

Village of Innisfree
5116 50 Avenue
Innisfree, AB T0B 2G0

Date here

Cindy Skjaveland, Development & Planning Tech., Central Region, Alberta Transportation
and Derek Young, Operations Manager, Vermilion

Ms. Skjaveland and Mr. Young,

We at the Village of Innisfree are writing to you today with a request to provide signage in our Village, for the school zone located along Hwy 870 at Innisfree Delnorte School.

We have received a request from the Delnorte School Council to ask for assistance in applying for a Driver Feedback Sign (a flashing speed sign) to be located as vehicles enter the school zone from the south, heading north on 870. In addition, we would also like to request Rapid Flashing Pedestrian Beacons installed at the North end of the school zone, at the crosswalk.

We at the Village, along with concerned parents, teachers and citizens have noticed increased speeding through the Delnorte school zone, before, during and after school hours. We have also noticed an increase of large truck traffic, semi truck traffic, farm implements etc. coming through the school and playground zone. This is extremely concerning to our village, school community and parents. The installation of the above items will greatly aid us in curbing the alarming traffic speeds in the school zone, and potentially save lives.

Perhaps here the Village could speak to costs being potentially covered by transport, as I am unable to speak in regards to the budget of the Village, but I imagine that due to the general economic downturn during Covid these past months that avoiding larger extra expenditures is desirable?

Please find enclosed several letters of support from concerned parties that reside or have business within the Delnorte school zone.

Ending paragraph, summary, thank you's here

Sincerely,

Name

Title

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICERS REPORT

October 26, 2021 – November 16, 2021

Council

- AUMA Convention (November 17-19, 2021)
 - Administration has registered Council for the AUMA Convention (via Virtual Attendance).
- Munis-101
 - Mayor Johnson attended the Munis-101 Course in Bonnyville AB on November 9-10, 2021.
- Subdivision and Development Appeal Board Training (Elected Officials)
 - Administration has been advised that there are no other 2021 training sessions available. Municipalities will be notified within the next few weeks for 2022 SDAB Training Dates.
- Municipal Elected Officials Training (AEMA)
 - Information regarding dates have been forwarded to Mayor and Council. **Please note that there is 90 days from the date of being appointed or by January 1 (whichever is later).**
- Signing Authority
 - Administration has submitted the paperwork to ATB Financial to update the signing authority to the newly appointed elected officials. Thank you for filling out and submitting the appropriate paperwork.

Administration

- **Events:**
 - Administration proposes that Council hold a Public Meeting in the Spring of 2022. Due to many mitigating factors, the Village was not be able to hold a Public Meeting during 2021. However, with the new year being around the corner, Administration believes it may be more beneficial to host a meeting in the Spring of 2022; the 2021 Audit would be complete, and the Village can provide copies of the 2021 Audited Financial Statement at this time.
- **Finances**
 - Interim Budget will be presented at the December 14, 2021 Council Meeting.
- **GIS System – County of Minburn**
 - No further correspondence has been gathered at this time.
- **2022 By-Election**
 - Advertising for the By-Election has been placed on Municipal Website.
- **AEMA Training**
 - Elected Officials:
 - MEO (Municipal Elected Officials Course) **On-line or in-person**
Information has been forwarded to Council.
 - Director of Emergency Management:
 - DEM **CAO Has Completed – November 4, 2021**

- ICS 300 **currently on waiting list**
- Municipal Staff:
 - BEM (Basic Emergency Management) **on-line or in-person**
Admin Assistant/Public Works Foreman
 - ICS 100, 200 and 300
Admin Assistant/Public Works Foreman
- Subdivision & Development Appeal Board – Appointment of Member at Large
 - Administration has not received any applications for members at large to sit on the SDAB. Administration will continue to advertise.

Public Works

See Public Works Foreman’s Report.

| Public Works “On-going” Project List: | | | | |
|---|---|----------------------------|---|------------------|
| Project | Description | To be Completed by: | Status | Deadline: |
| Trimming of Tree’s | Ensuring back-alleys/sidewalks are clear of overhanging trees. | Public Works | Ongoing | Re-occurring |
| Stop Sign Replacement | Ensuring Stop signs throughout the Village are up to code and visible. | Public Works | <i>*Completed*</i> 2 stop signs and 2 yield signs have been raised for better visibility. | October ‘21 |
| Repair/Replace two Fire Hydrants | Innisfree Fire Department notified the Village that two (2) Hydrants need repair. | Contractor | <i>*Inspected by Contractor and Vegreville Water Department. Was determined that replacement was not necessary at this time due to freezing temperatures.</i> | October ‘21 |
| Locating/Marking Manholes & Water Main Valves | Locate and mark manholes throughout the Village to prepare for winter months. | Public Works | <i>*Completed. Public Works Foreman and the Vegreville Water Department located and mapped manholes and Water Main Valves in preparation for Winter.</i> | October ‘21 |

| Project | Description | To be Completed by: | Status | Deadline: |
|--------------------------------------|---|----------------------------|---|--------------------|
| West Concrete Pile | Removal of concrete on the west end. | Public Works/Contractor | Ongoing | Summer 2022 |
| RV Dump Site | Camera the line to confirm what is causing the dump site to not drain properly. | Contractor | *Completed. Cameraing was not necessary as there were no visible issues with RV Dump Site. | October 2021 |
| Seniors Drop-In CC Valve Replacement | Replace cc valve at the Seniors Citizens' Centre. | Contractor | Ongoing. CC Valve will need to be replaced. However CC Valve is not a valve the Village carries in stock. Will replace in Spring/Summer 2022 as tree removal may be necessary to access CC Valve. Administration will order appropriate parts to ensure items are in stock. | Spring/Summer 2022 |
| 5010-51 Avenue CC Valve Replacement | Inspect and possibly repair seized CC Valve. | Contractor | *Complete. Replacement was not necessary. CC Valve was seized. | October 2021 |
| Pad Lock at Transfer Station | Change Code to Pad Lock at Transfer Station. | Public Works | *Completed. Lock code changed. New signage ordered to advise of new protocol for access to Transfer Site per Alberta Environment Regulations. | October 2021 |

Bylaw Enforcement

- Bylaw enforcement is on going.
- Animal Incident – August 15, 2021:
 - Administration has received legal advice and have addressed this issue with the complainants.
- Bylaw Enforcement Office will continue to monitor.

Health & Safety

- Administration and Public Works will be holding its Staff Safety Meeting on November 29, 2021
- Administration and Public Works will be conducting monthly Safety Meetings pursuant to the Occupational Health and Safety Act; next meeting is scheduled for December 2021.

Upcoming Events:

- November 25, 2021 – Tax Sale/Public Auction
- December 14, 2021 – Regular Council Meeting
- December 24, 2021 – Christmas Eve – Office/PW Closed at 12:00 (Noon)
- December 25, 2021 – Christmas Day
- December 26, 2021 – Boxing Day
- December 27-28, 2021 – Office/PW Shop Closed in Lieu of Christmas/Boxing Day
- December 31, 2021 – New Years Eve – Office/PW Closed at 12:00 PM (Noon)
- January 1, 2022 – New Year’s Day
- January 2, 2022 – Office Closed in Lieu of New Year’s Day

Council Minute Action List:

- See Schedule “B” – Attached

Municipal Grants Report:

- See Schedule “C” – Attached

SCHEDULE "B"

Council Minutes Action List

| MOTION # | TITLE | DEPARTMENT | Details: |
|--|---|-------------------|---|
| 2019-11-19/04 | Innisfree/Minburn Fire Department – Agreement Analysis | Admin | *Oct '21 Update: Administration received a draft proposal from the County of Minburn. Once Administration has reviewed the proposal, the information will be brought to the respective Council's for final approval. |
| 2020-07-21/09 | Flood Mitigation / Culvert Installation – Bar Engineering | Admin | Completed. Sidewalk and road repair took place in 2021. Surveyor company is working on survey plans. Upon receipt, discharge documents will be forwarded to Alberta Land Titles. <i>Estimated Deadline: December 31, 2021.</i> |
| 2021-09-21/07 & 2021-10-07/02 | 2021 Asphalt Rehabilitation Quotes – Request for Decision / 2021 Asphalt Rehabilitation Revised Quote/Asphalt Disposal | Admin | Work has been postponed until Spring 2022. A Letter of Understanding has been signed by the contractor to maintain same project costs in 2021. |
| ORG-2021-10-26/03 | Appointment to Council Committee's | Admin | Letters have been mailed to all organizations regarding the Appointments to Council Committees. |
| ORG-2021-10-26/04 | Signing Authority | Admin/Council | Complete. |
| 2021-10-26/06 | Inter-Municipal Collaboration Framework Bylaw 669-21 | Admin/Mayor | Bylaw has been signed, updated in Council's binders, uploaded on the municipal website and the Bylaw Binder. |

| | | | |
|----------------------|---|-------|---|
| 2021-10-26/07 | 1100-09 Compensation and Expenses Policy | Admin | Policy has been signed, updated copies provided to Council and Employees, uploaded to municipal website, and policy binder. |
| 2021-10-26/08 | By-Election | Admin | Information regarding By-Election has been updated on the Village of Innisfree Website. |
| 2021-10-26/11 | Municipal Operating Support Transfer – Contribution to Other Entities | Admin | Administration issued and mailed cheque to the approved local entities. |
| 2021-10-26/12 | Strategic Plan – 3 rd Quarter Report | Admin | Administration has updated the 3 rd Quarter and has uploaded the document to the municipal website. |

SCHEDULE "C"

Municipal Grants Report

| MUNICIPAL STIMULUS PROGRAM: AMOUNT REMAINING = \$41,237 (DEADLINE: DECEMBER 31, 2021) | | | | | |
|--|---------------------------------------|----------|---------------------------------------|-----------|--|
| Project | Item Details | Budgeted | Actuals | Completed | Comments/Concerns: |
| Birch Lake | | | | | |
| | Ball Diamond Shale | \$5,000 | 24 Yards (delivery included): \$4,838 | | Administration has received one quote. Administration is currently waiting to hear back from another company. |
| | Electrical Upgrades | \$1,000 | | | Administration will touch base with Local Electrician in fall/winter regarding electrical upgrades at the campground. |
| | Picnic Tables & Fire Pits | \$5,000 | | | Administration/Public Works will conduct research on Fire Pits and Picnic Tables during the winter months |
| | Outhouse Rehabilitation | \$2,300 | | | Administration will conduct research on outhouses for the campground/ball diamonds. |
| | Tinning of Administration Office Roof | - | \$8,763 | Yes | |
| | Repairs to Side by Side | - | \$2,998 | Yes | |
| Fire Hall | | | | | |
| | Replace Overhead Doors | \$6,000 | | | Administration will direct Public Works to contact Vantage Builders to quote the replacements of the panels on the overhead doors. |
| | Build Gear Lockers | \$3,000 | | | Will speak with County Fire Chief M. Fundytus in this regard. |
| | LED Lighting | \$1,500 | Quote: \$3,897.08 | | Work is ongoing. Est. Completion Date: November 30, 2021 |

SCHEDULE "C"

Municipal Grants Report

| Project | Item Details | Budgeted | Actuals | Completed | Comments/Concerns: |
|---------|--------------------------------|----------|---|-----------|---|
| | Build Shelving in Truck Bay | - | | | Will speak with County Fire Chief M. Fundytus in this regard. |
| | Install Sink/Washing Station | \$1,000 | Plumbing Quote: \$ 600 Sink Quote: \$330 | | Will confirm with Village Fire Department. |
| | Repair Cement Pad in Truck Bay | \$5,000 | | | Will speak with County Fire Chief M. Fundytus in this regard. |
| | Run Air Lines along roof | \$2,500 | | | Will speak with County Fire Chief M. Fundytus in this regard. |
| | Repainting of Truck Bay Floor | \$2,500 | | | Will speak with County Fire Chief M. Fundytus in this regard. |
| | Inspect/Repair Overhead Door | - | \$575 | Yes | Vantage inspected and repaired overhead door motors in August 2021. |

SCHEDULE "C"

Municipal Grants Report

MSI CAPITAL (ACCEPTED APPLICATIONS)

| Project | Item Details | Budgeted | Actuals | Completed | Comments/Concerns: |
|-----------|---|-------------|-------------------------------|-----------|--|
| CAP-13636 | 2021-2023 ACE Water Capital Contributions | \$74,333.00 | \$37,400.00 (2021) | | 2022 Contribution: \$24,140 2023 Contribution: \$8,440 |
| CAP-12135 | Bobcat/Skid Steer Accessories | \$4,381.00 | Salt/Sander: \$1,619 | | Administration will direct PW to obtain a quote for the purchase of a snow blade for the Skid Steer. |
| CAP-13446 | Community Garden Project | \$10,000 | 0.00 | | Over the winter months, Administration and Public Works will obtain quotes for dirt, fencing materials, signage and other additions that may be deemed appropriate for the Community Garden. |
| CAP-13638 | Lawn Equipment & Accessories | \$1,500 | Lawn Equipment: \$2,248.04 | | Purchased lawn equipment and accessories from JARD Industrial. Will be purchasing additional weed whackers for Public Works Department. |
| CAP-13414 | Village Administration Office Renovations | \$50,000 | | | Administration will advertise a "Request for Quotes" for the proposed work (removal and installation of flooring, front counter/desk, exterior of building) |
| CAP-12594 | Replacement of Zero Turn Lawn Mower | \$9,000 | \$6,405.00 | Yes. | Purchased Zero Turn Lawn Mower in April 2021. |

SCHEDULE "C"

Municipal Grants Report

| Project | Item Details | Budgeted | Actuals | Completed | Comments/Concerns: |
|-----------|-----------------------|----------|---------|-----------|--|
| CAP-14033 | Fire Hydrants | \$20,000 | | | Install two (2) additional Fire Hydrants at 54 St (Recreation Hall) and 53 st. and 49 Ave to increase coverage. 32021 Infrastructure/Capital Plan Item #4.01. <i>Tabled until Spring/Summer 2022</i> |
| CAP-14018 | Side by Side Purchase | \$15,000 | | | Purchase new side by side for Campground in place of existing side by side. <i>Will direct Public Works Department to seek quotes for various options.</i> |

SCHEDULE "C"

Municipal Grants Report

| FEDERAL GAS TAX FUND (ACCEPTED APPLICATION): | | | | |
|---|-------------------------------------|-----------------|---|---|
| Project | Item Details | Budgeted | Actuals | Completed |
| GTF-1196 | Pedestrian Crossing Sign | \$50,000 | | |
| GTF-516 | Innisfree Infrastructure Upgrades | \$75,000 | 2019 Water Break: *Estimate* \$ 45,652.00 2019 Sewer Line (Alley 54 St & 53 St): \$ 0.00 2020-2021 Flooding/Culvert Installation: *Estimate: \$27,000* | Currently waiting for survey to completed. Upon completion, discharge documents will be sent to Alberta Land Titles. Administration has received draft documents from surveyors. Currently waiting for finalized documents. |
| GTF-1187 | Sidewalk Replacement/Rehabilitation | \$217,650 | \$1,150.00 (2020) | 53 St Sidewalk Repair completed in 2020. Rehabilitation will continue in 2022-2025 as per application. |

Village of Innisfree Monthly Reconciliation
October 31, 2021

As per Books

| | General | Tax Recovery Account | Municipal Grants | Capital Reserves |
|--------------------------------|-------------------|----------------------|-------------------|-------------------|
| Previous Month Balance | 630,724.03 | 478.10 | 272,345.10 | 194,573.71 |
| Deposits | 39,061.23 | | | |
| Interest Received | 297.06 | 0.07 | 44.14 | 31.35 |
| Sub-total | 670,082.32 | 478.17 | 272,389.24 | 194,605.06 |
| Less Disbursements | 55,440.95 | | | |
| Bank Confirmation Fee | | | 25.00 | |
| TD Bank Monthly EFT Fee | 25.00 | | | |
| RBC Monthly EFT Fee | 27.70 | | | |
| Monthly Interac Fee | 32.20 | | | |
| VISA Direct Payment Fee | 83.12 | | | |
| MC Direct Debit Fee | 148.46 | | | |
| Int. Direct Debit Fee | 0.83 | | | |
| Liberty Security - Monthly Fee | 141.72 | | | |
| WCB - Monthly Req. | 243.20 | | | |
| ASFF - 3rd Quarter Requisition | 9,166.64 | | | |
| Month End Balance | 604,772.50 | 478.17 | 272,364.24 | 194,605.06 |

As Per Bank

| | General | Tax Recovery Account | Municipal Grants | Capital Reserves |
|---------------------------|-------------------|----------------------|-------------------|-------------------|
| Month End Balance | 631,797.88 | 478.17 | 272,364.24 | 194,605.06 |
| Deposits in Transit | - | | | |
| Sub-total | 631,797.88 | 478.17 | 272,364.24 | 194,605.06 |
| Less Outstanding Payments | 27,025.38 | | | |
| Month End Balance | 604,772.50 | 478.17 | 272,364.24 | 194,605.06 |

Outstanding Cheques

| Chq # | Amount | Chq# | Amount | |
|-------|----------|-------|----------|------------------------|
| 344 | 15.00 | 10486 | 2,331.14 | |
| 402 | 30.00 | 10488 | 3,361.89 | |
| 473 | 204.00 | 10489 | 85.63 | |
| 608 | 30.00 | 10490 | 4,755.06 | |
| 10121 | 180.00 | 10491 | 1,000.00 | |
| 10404 | 30.00 | 10492 | 3,500.00 | |
| 10407 | 30.00 | 10493 | 3,500.00 | |
| 10412 | 30.00 | 10494 | 1,000.00 | |
| 10452 | 15.00 | 10495 | 1,000.00 | |
| 10453 | 30.00 | 10496 | 1,000.00 | |
| 10463 | 82.00 | 10497 | 1,000.00 | |
| 10478 | 265.00 | 10498 | 50.00 | |
| 10479 | 75.00 | 10499 | 200.00 | |
| 10480 | 145.00 | 10500 | 323.75 | |
| 10481 | 1,687.63 | 10501 | 500.00 | |
| 10484 | 254.28 | 10502 | 315.00 | |
| | | | | Total O/S Chq's |
| | | | | 27,025.38 |



Village of Innisfree

Revenue & Expense Report

Page 1 of 6
2021-Nov-10
2:39:08PM

| General Ledger | Description | 2021 Budget | 2021 Actual |
|------------------------------------|--|-------------------|-------------------|
| TAXATION | | | |
| 1-00-00-110 | Taxes Residential | 167,372.73 | 166,348.76 |
| 1-00-00-111 | Taxes Non-Residential | 46,719.48 | 46,719.48 |
| 1-00-00-112 | Taxes M & E | 4,341.49 | 4,341.49 |
| 1-00-00-190 | Taxes Linear | 27,882.89 | 27,882.89 |
| 1-00-00-230 | Taxes Federal GIL | 1,056.16 | 1,056.16 |
| 1-00-00-250 | Taxes Minimum Levy | 25,643.83 | 25,643.83 |
| 1-00-00-321 | ASFF Residential Levy | 27,694.85 | 27,436.04 |
| 1-00-00-322 | ASFF Non-Residential Levy | 11,781.89 | 11,781.88 |
| 1-00-00-330 | Seniors Housing Levy | 2,825.00 | 2,804.36 |
| 1-00-00-260 | Taxes - Designated Industrial Property | 90.77 | 90.77 |
| * TOTAL TAXATION | | <u>315,409.09</u> | <u>314,105.66</u> |
| REQUISITIONS | | | |
| 2-00-00-260 | Designated Industrial Property Req | 90.77 | 0.00 |
| 2-00-00-321 | ASFF Requisition Residential | 27,694.85 | 19,483.43 |
| 2-00-00-322 | ASFF Requisition Non-Residential | 11,781.89 | 8,016.51 |
| 2-00-00-330 | Seniors Foundation Requisition | 2,825.00 | 2,825.00 |
| * TOTAL REQUISITIONS | | <u>42,392.51</u> | <u>30,324.94</u> |
| **P TOTAL TAX AVAILABLE FOR MUNICI | | <u>273,016.58</u> | <u>283,780.72</u> |
| GENERAL REVENUE | | | |
| 1-00-00-510 | Penalties Taxes | 27,500.00 | 20,591.84 |
| 1-00-00-540 | Franchise Fees - Natural Gas | 22,600.00 | 17,938.67 |
| 1-00-00-541 | Franchise Fees - Electricity | 13,965.00 | 11,590.13 |
| 1-00-00-550 | Bank Interest | 2,500.00 | 2,864.19 |
| 1-01-00-590 | Other Revenue Own Sources Invest | 385.00 | 560.00 |
| 1-11-00-152 | Council Health Benefit Cost Recovery | 2,190.00 | 0.00 |
| 1-11-00-765 | Transfer from Reserves General | 5,000.00 | 5,000.00 |
| ** TOTAL GENERAL REVENUE | | <u>74,140.00</u> | <u>58,544.83</u> |
| ADMIN REVENUE | | | |
| 1-12-00-401 | Sales Photocopies, Faxes, Services | 1,150.00 | 1,017.85 |
| 1-12-00-560 | Rental Revenue Adm | 9,000.00 | 8,229.31 |
| 1-12-00-590 | Other Revenue Own Sources Adm | 7,875.00 | 6,281.41 |
| 1-12-00-841 | Provincial Grant Capital | 0.00 | 15,168.00 |
| 1-12-00-911 | LTO Cost Recovery | 250.00 | 0.00 |
| 1-12-00-290 | Election (Senate/Referendum) | 2,000.00 | 4,000.00 |
| ** TOTAL ADMIN REVENUE | | <u>20,275.00</u> | <u>34,696.57</u> |
| FINE REVENUE | | | |
| 1-21-00-530 | Fines Police | 500.00 | 100.00 |
| ** TOTAL FINE REVENUE | | <u>500.00</u> | <u>100.00</u> |
| FIRE REVENUE | | | |
| 1-23-00-410 | Fees Fire Fighting | 14,500.00 | 9,181.16 |
| 1-23-00-850 | Grants Conditional Local Gov't Fire | 20,750.00 | 21,044.26 |



Village of Innisfree

Revenue & Expense Report

| General Ledger | Description | 2021 Budget | 2021 Actual |
|-----------------------------|-------------------------------------|------------------|------------------|
| 1-23-00-765 | Transfer from Reserves Fire | 2,000.00 | 2,000.00 |
| ** | TOTAL FIRE REVENUE | 37,250.00 | 32,225.42 |
| BYLAW REVENUE | | | |
| 1-26-00-522 | License Animal | 850.00 | 867.00 |
| 1-26-00-523 | Business Licenses | 400.00 | 375.00 |
| 1-26-00-590 | Fines Bylaw | 450.00 | 1,500.00 |
| ** | TOTAL BYLAW REVENUE | 1,700.00 | 2,742.00 |
| PUBLIC WORKS REVENUE | | | |
| 1-32-00-430 | Sales Service (Grass,Snow) | 1,100.00 | 1,425.00 |
| 1-32-00-560 | PW Rental Revenue | 500.00 | 300.00 |
| 1-32-00-830 | Grants Federal (CSJ) PW | 6,300.00 | 2,992.50 |
| 1-32-00-765 | Transfer From Operating Reserves PW | 10,130.00 | 10,130.00 |
| ** | TOTAL PUBLIC WORKS REVENUE | 18,030.00 | 14,847.50 |
| STORMWATER REVENUE | | | |
| 1-37-00-410 | Stormwater Infrastructure Renewal | 4,775.00 | 3,891.88 |
| ** | TOTAL STORMWATER REVENUE | 4,775.00 | 3,891.88 |
| WATER REVENUE | | | |
| 1-41-00-410 | Water Consumption | 38,250.00 | 36,796.11 |
| 1-41-00-411 | Regional Water Fund | 23,300.00 | 19,081.24 |
| 1-41-00-412 | Water Base Fee | 28,100.00 | 19,854.21 |
| 1-41-00-510 | Penalties Water | 2,500.00 | 2,586.71 |
| ** | TOTAL WATER REVENUE | 92,150.00 | 78,318.27 |
| SEWER REVENUE | | | |
| 1-42-00-410 | Billings Sewer | 35,075.00 | 29,229.16 |
| 1-42-00-765 | Transfer from Reserves Sewer | 5,000.00 | 5,000.00 |
| ** | TOTAL SEWER REVENUE | 40,075.00 | 34,229.16 |
| SOLID WASTE | | | |
| 1-43-00-410 | Billings Garbage | 46,950.00 | 38,937.74 |
| 1-43-00-411 | Regional SWM Infrastructure Fee | 17,950.00 | 14,636.74 |
| ** | TOTAL SOLID WASTE | 64,900.00 | 53,574.48 |
| COMMUNITY REVENUE | | | |
| ** | TOTAL COMMUNITY REVENUE | 0.00 | 0.00 |
| LAND REVENUE | | | |
| 1-61-00-410 | Sale of Land | 0.00 | 900.00 |
| 1-61-00-522 | Permits (Development, Subdivision) | 250.00 | 150.00 |
| ** | TOTAL LAND REVENUE | 250.00 | 1,050.00 |

RECREATION REVENUE



Village of Innisfree

Revenue & Expense Report

| General Ledger | Description | 2021 Budget | 2021 Actual |
|-----------------------------|--|-------------------|-------------------|
| 1-72-00-590 | Fees Park Grounds | 24,500.00 | 20,264.65 |
| 1-72-00-591 | Fees Park Concession | 2,000.00 | 0.00 |
| 1-72-00-830 | Federal Conditional Grants | 0.00 | 2,756.50 |
| 1-72-00-765 | Transfer from Reserves Recreation | 5,000.00 | 5,000.00 |
| ** | TOTAL RECREATION REVENUE | 31,500.00 | 28,021.15 |
| CULTURAL REVENUE | | | |
| 1-74-00-415 | Museum Donations | 100.00 | 0.00 |
| ** | TOTAL CULTURAL REVENUE | 100.00 | 0.00 |
| *** | TOTAL REVENUE | 658,661.58 | 626,021.98 |
| COUNCIL EXPENSE | | | |
| 2-11-00-151 | Fees Council | 5,750.00 | 5,347.50 |
| 2-11-00-211 | Travel/Subsistence Council | 350.00 | 317.02 |
| 2-11-00-212 | Conventions/Seminars Council | 500.00 | 150.01 |
| ** | TOTAL COUNCIL EXPENSE | 6,600.00 | 5,814.53 |
| GENERAL EXPENSE | | | |
| 2-19-00-274 | General Insurance | 5,130.00 | 5,128.41 |
| ** | TOTAL GENERAL EXPENSE | 5,130.00 | 5,128.41 |
| ADMIN EXPENSE | | | |
| 2-12-00-110 | Salaries & Wages Adm | 64,533.00 | 53,151.70 |
| 2-12-00-111 | Honorarium (Admin) | 750.00 | 0.00 |
| 2-12-00-130 | Employer Contributions Source Adm | 4,380.00 | 3,830.17 |
| 2-12-00-131 | Employer Benefits Adm | 8,500.00 | 6,185.24 |
| 2-12-00-135 | Workers Compensation ADM | 2,300.00 | 1,652.59 |
| 2-12-00-211 | Travel/Subsistence Adm | 250.00 | 79.48 |
| 2-12-00-215 | Telecommunications | 6,225.00 | 3,942.96 |
| 2-12-00-216 | Postage & Freight | 925.00 | 572.12 |
| 2-12-00-220 | Membership Dues Adm | 1,350.00 | 1,243.99 |
| 2-12-00-221 | Advertising/Printing/Subscriptions Adm | 5,500.00 | 4,375.73 |
| 2-12-00-230 | Audit/Assessor Fees Adm | 25,000.00 | 20,600.00 |
| 2-12-00-250 | Contracted Services Adm | 15,500.00 | 15,798.07 |
| 2-12-00-274 | Insurance Adm | 960.00 | 959.07 |
| 2-12-00-290 | Election/Census Expense Adm | 2,000.00 | 2,301.55 |
| 2-12-00-510 | Goods, Materials & Supplies Adm | 7,500.00 | 7,544.50 |
| 2-12-00-540 | Utilities Heat Adm | 1,600.00 | 918.87 |
| 2-12-00-541 | Utilities Power Adm | 2,650.00 | 2,337.72 |
| 2-12-00-650 | Provision Doubtful Accounts | 3,500.00 | 0.00 |
| 2-12-00-810 | Bank Charges Adm | 1,575.00 | 1,461.98 |
| 2-12-00-911 | Land Title Charges | 800.00 | 795.00 |
| 2-12-00-995 | Legal Expenses | 10,000.00 | 8,502.35 |
| 2-12-00-770 | Grants to Organizations Adm | 0.00 | 12,000.00 |
| 2-12-00-212 | Education Adm | 500.00 | 0.00 |
| ** | TOTAL ADMIN EXPENSE | 166,298.00 | 148,253.09 |
| FIRE EXPENSE | | | |
| 2-23-00-120 | Salaries & Wages Fire | 16,750.00 | 13,179.20 |
| 2-23-00-211 | Travel & Subsistence Fire | 750.00 | 0.00 |



Village of Innisfree

Revenue & Expense Report

Page 4 of 6
2021-Nov-10
2:39:08PM

| General Ledger | Description | 2021 Budget | 2021 Actual |
|----------------------------------|--|-------------------|------------------|
| 2-23-00-215 | Telecommunications Fire | 2,750.00 | 2,745.58 |
| 2-23-00-217 | Freight & Postage Fire | 50.00 | 644.48 |
| 2-23-00-234 | Training Fire | 2,500.00 | 0.00 |
| 2-23-00-250 | Contracted Services Fire | 600.00 | 523.95 |
| 2-23-00-274 | Insurance Fire | 1,600.00 | 1,605.55 |
| 2-23-00-510 | Supplies, Goods & Equipment Fire | 10,000.00 | 8,055.57 |
| 2-23-00-521 | Fuel & Oil Fire | 400.00 | 327.30 |
| 2-23-00-540 | Utilities Heat Fire | 2,565.00 | 1,820.12 |
| 2-23-00-541 | Utilities Power Fire | 1,790.00 | 1,423.91 |
| 2-23-00-762 | Transfer to Capital Reserves Fire | 1,500.00 | 1,500.00 |
| ** | TOTAL FIRE EXPENSE | 41,255.00 | 31,825.66 |
| EMERGENCY SERVICE EXPENSE | | | |
| 2-25-00-310 | 911 Requisition | 1,205.00 | 1,204.20 |
| ** | TOTAL EMERGENCY SERVICE EXPENS | 1,205.00 | 1,204.20 |
| BYLAW EXPENSE | | | |
| 2-26-00-221 | Bylaw Advertising | 150.00 | 0.00 |
| 2-26-00-222 | Bylaw Enforcement Costs | 250.00 | 0.00 |
| 2-26-00-510 | Animal Control Goods & Materials | 125.00 | 0.00 |
| ** | TOTAL BYLAW EXPENSE | 525.00 | 0.00 |
| PUBLIC WORKS EXPENSE | | | |
| 2-32-00-110 | Salaries & Wages PW | 27,084.00 | 17,677.58 |
| 2-32-00-111 | Honorarium (PW) | 750.00 | 0.00 |
| 2-32-00-115 | Salaries & Wages Casual PW | 4,200.00 | 3,990.00 |
| 2-32-00-130 | Employer Contributions Source PW | 2,500.00 | 1,545.92 |
| 2-32-00-131 | Employer Benefits PW | 3,350.00 | 1,660.74 |
| 2-32-00-211 | Travel & Subsistence PW | 100.00 | 0.00 |
| 2-32-00-215 | Telecommunications PW | 2,515.00 | 2,014.35 |
| 2-32-00-217 | Freight & Postage PW | 350.00 | 0.00 |
| 2-32-00-250 | Contracted Services PW | 595.00 | 503.90 |
| 2-32-00-270 | CN Services PW | 130.00 | 130.00 |
| 2-32-00-274 | Insurance PW | 2,765.00 | 2,766.29 |
| 2-32-00-510 | Goods, Supplies & Materials PW | 27,500.00 | 9,592.49 |
| 2-32-00-521 | Fuel & Oil PW | 6,000.00 | 4,228.07 |
| 2-32-00-540 | Utilities Heat PW | 1,900.00 | 1,280.48 |
| 2-32-00-541 | Utilities Power (Street/Shop) PW | 56,565.00 | 37,441.08 |
| 2-32-00-762 | Transfer to Capital PW | 2,500.00 | 2,500.00 |
| ** | TOTAL PUBLIC WORKS EXPENSE | 138,804.00 | 85,330.90 |
| STORM DRAINAGE EXPENSE | | | |
| 2-37-00-510 | Goods & Equipment Repairs - Storm Draina | 1,200.00 | 0.00 |
| 2-37-00-762 | Contribution to Capital - Storm Drainage | 4,775.00 | 4,775.00 |
| ** | TOTAL STORM DRAINAGE EXPENSE | 5,975.00 | 4,775.00 |
| WATER EXPENSES | | | |
| 2-41-00-110 | Salaries & Wages Water | 11,607.00 | 7,102.59 |
| 2-41-00-130 | Employer Contributions Source Water | 770.00 | 491.51 |
| 2-41-00-131 | Employer Benefits Water | 1,275.00 | 691.08 |



Village of Innisfree

Revenue & Expense Report

| General Ledger | Description | 2021 Budget | 2021 Actual |
|-------------------------------|--|-------------------|-------------------|
| 2-41-00-215 | Telecommunications - Water | 1,085.00 | 661.68 |
| 2-41-00-217 | Freight & Postage - Water | 0.00 | 22.22 |
| 2-41-00-250 | Contracted Services Water | 7,640.00 | 6,503.54 |
| 2-41-00-274 | Insurance Water | 2,165.00 | 2,166.66 |
| 2-41-00-350 | ACE Regional Water Purchase | 57,500.00 | 45,209.00 |
| 2-41-00-510 | Goods, Supplies & Materials Water | 5,500.00 | 742.10 |
| 2-41-00-540 | Utilities Heat Water Plant | 1,615.00 | 1,290.36 |
| 2-41-00-541 | Utilities Power Water Plant | 6,225.00 | 4,778.06 |
| 2-41-00-762 | Transfer to Capital Water | 2,500.00 | 2,500.00 |
| 2-41-00-840 | 750-Capital ACE Water Contribution | 37,400.00 | 37,400.00 |
| ** | TOTAL WATER EXPENSES | 135,282.00 | 109,558.80 |
| SEWER EXPENSE | | | |
| 2-42-00-110 | Salaries & Wages Sewer | 6,683.67 | 4,611.00 |
| 2-42-00-130 | Employer Contributions Source Sewer | 445.00 | 322.68 |
| 2-42-00-131 | Employer Benefits Sewer | 350.00 | 239.80 |
| 2-42-00-250 | Contracted Services Sewer | 1,000.00 | 0.00 |
| 2-42-00-274 | Insurance Sewer | 1,440.00 | 1,439.63 |
| 2-42-00-510 | Goods, Supplies & Materials Sewer | 3,500.00 | 11,237.50 |
| 2-42-00-541 | Utilities Power Sewer Lift Stations | 5,915.00 | 4,845.03 |
| 2-42-00-762 | Transfer to Capital Sewer | 2,500.00 | 2,500.00 |
| ** | TOTAL SEWER EXPENSE | 21,833.67 | 25,195.64 |
| GARBAGE EXPENSE | | | |
| 2-43-00-110 | Salaries & Wages Garbage | 20,519.00 | 13,250.58 |
| 2-43-00-130 | Employer Contributions Source Garbage | 1,300.00 | 921.75 |
| 2-43-00-131 | Employer Benefits Garbage | 1,500.00 | 1,010.70 |
| 2-43-00-250 | Contracted Services Garbage | 27,050.00 | 19,307.21 |
| 2-43-00-274 | Insurance Garbage | 380.00 | 0.00 |
| 2-43-00-510 | Goods, Supplies & Materials Garbage | 2,500.00 | 0.00 |
| 2-43-00-762 | Transfer to Capital Garbage | 5,000.00 | 5,000.00 |
| 2-43-00-763 | Transfer to Reserves - Regional SWM | 17,950.00 | 17,950.00 |
| ** | TOTAL GARBAGE EXPENSE | 76,199.00 | 57,440.24 |
| FCSS EXPENSE | | | |
| 2-51-00-351 | FCSS Requisition | 1,850.00 | 1,837.75 |
| ** | TOTAL FCSS EXPENSE | 1,850.00 | 1,837.75 |
| PLANNING EXPENSE | | | |
| 2-61-00-510 | General Goods, Supplies and Materials | 500.00 | 0.00 |
| 2-61-00-250 | Contracted Services | 775.00 | 0.00 |
| ** | TOTAL PLANNING EXPENSE | 1,275.00 | 0.00 |
| LAND PURCHASES EXPENSE | | | |
| ** | TOTAL LAND PURCHASES EXPENSE | 0.00 | 0.00 |
| RECREATION EXPENSES | | | |
| 2-72-00-130 | Employer Contributions Source Recreation | 600.00 | 0.00 |
| 2-72-00-215 | Freight/Phone/Postage Recreation | 815.00 | 921.88 |



Village of Innisfree

Revenue & Expense Report

Page 6 of 6
2021-Nov-10
2:39:08PM

| General Ledger | Description | 2021 Budget | 2021 Actual |
|-------------------------|--|-------------------|--------------------|
| 2-72-00-221 | Printing/Advertising/Subscriptions | 380.00 | 0.00 |
| 2-72-00-250 | Contracted Services Recreation | 12,000.00 | 11,136.40 |
| 2-72-00-255 | Maintenance Sports Grounds | 750.00 | 0.00 |
| 2-72-00-274 | Insurance Recreation | 2,355.00 | 2,355.45 |
| 2-72-00-510 | Goods, Materials & Supplies Recreation | 15,000.00 | 17,732.12 |
| 2-72-00-511 | Rec Park Float | 100.00 | 0.00 |
| 2-72-00-521 | Fuel and Oil Park | 1,200.00 | 842.42 |
| 2-72-00-540 | Utilities Heat Park Building | 1,065.00 | 684.45 |
| 2-72-00-541 | Utilities Power Park Grounds | 1,530.00 | 4,134.79 |
| 2-72-00-762 | Transfer to Capital Recreation | 1,000.00 | 1,000.00 |
| 2-72-00-115 | Salaries & Wages Casual Recreation | 4,200.00 | 3,675.00 |
| ** | TOTAL RECREATION EXPENSES | 40,995.00 | 42,482.51 |
| CULTURE EXPENSES | | | |
| 2-74-00-250 | Contracted Services Library/Museum | 100.00 | 0.00 |
| 2-74-00-274 | Insurance Cultural Organization | 4,870.00 | 4,870.86 |
| 2-74-00-300 | Regional Library Requisition | 1,165.00 | 1,166.29 |
| 2-74-00-350 | Local Municipal Library Grant | 3,500.00 | 0.00 |
| 2-74-00-415 | Donations - Museum | 100.00 | 0.00 |
| 2-74-00-540 | Utilities Heat Museum | 3,116.00 | 2,403.15 |
| 2-74-00-541 | Utilities Power Museum | 1,540.00 | 1,294.36 |
| ** | CULTURE EXPENSES | 14,391.00 | 9,734.66 |
| *** | TOTAL EXPENSES | 657,617.67 | 528,581.39 |
| **** | (SUPLUS)/DEFICIT | (1,043.91) | (97,440.59) |

*** End of Report ***



Village of Innisfree
 Utilities Trial Balance (All Balances)
 Trial Balance As Of 2021-11-10

| Account # Name | Account Active | Amount Outstanding | Current | Overdue1 | Overdue2 | Overdue3 | Overdue4 |
|----------------|----------------|--------------------|---------|----------|----------|----------|----------|
|----------------|----------------|--------------------|---------|----------|----------|----------|----------|

| Sub Ledger | General Ledger | | |
|--------------------|------------------|-----------------|------------------|
| Current | 8,280.05 | | |
| Overdue 1 | 2,152.72 | 3-00-00-274 | 17,076.65 |
| Overdue 2 | 1,349.68 | | |
| Overdue 3 | 1,169.49 | | |
| Overdue 4 | 4,124.71 | | |
| Outstanding | 17,076.65 | Totals | 17,076.65 |
| | | Total GL | 17,076.65 |
| | | Total SL | 17,076.65 |
| | | Proof | 0.00 |

*** End of Report ***



Village of Innisfree

Cheque Listing For Council

2021-Nov-10
9:20:52AM

| Cheque # | Cheque Date | Vendor Name | General Ledger | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|-------------|---------------------------------------|--|--|---|---|---------------|
| 20210484 | 2021-10-28 | Gillard, Ralph & Lorraine | 3-00-00-274 | 202110271 | PAYMENT CREDIT BALANCE PAID | 254.28 | 254.28 |
| 20210485 | 2021-10-28 | Alberta Municipal Services Corpor | 2-32-00-540 2-41-00-540 2-74-00-540 2-23-00-540 2-12-00-540 2-32-00-541 2-41-00-541 2-32-00-541 2-74-00-541 2-23-00-541 2-12-00-541 2-42-00-541 2-42-00-541 2-42-00-541 2-72-00-541 2-32-00-541 | 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 21-1040400 | PAYMENT PW SHOP GAS WTP GAS MUSEUM GAS FIRE HALL GAS VILLAGE OFFICE GAS PW SHOP POWER WTP POWER PW SHOP POWER MUSEUM POWER FIRE HALL POWER VILLAGE OFFICE POWER LIFT STATION POWER LIFT STATION POWER LIFT STATION POWER REC PARK POWER STREET LIGHTS | 69.24 93.42 123.39 98.69 75.42 236.20 434.91 21.00 142.16 167.42 279.39 131.20 137.43 323.25 494.61 3,752.92 | 6,580.65 |
| 20210486 | 2021-10-28 | AMSC Insurance Services | 4-00-00-239 4-00-00-239 4-00-00-239 | NOVEMBER 2021 OCTOBER 2021 SEPTEMBER 2021 | NOVEMBER 2021 BENEFITS OCTOBER 2021 BENEFITS SEPTEMBER 2021 BENEFITS | 651.96 517.20 1,161.98 | 2,331.14 |
| 20210487 | 2021-10-28 | ATB Financial MasterCard | 2-12-00-221 2-32-00-215 2-23-00-215 2-12-00-510 2-32-00-510 | SEPT 14-OCT 13 SEPT 14-OCT 13 SEPT 14-OCT 13 SEPT 14-OCT 13 SEPT 14-OCT 13 | PAYMENT CANADA POST PW SHOP MCSNET FIRE HALL MCSNET ADOBE PDF VIEW SUB, CANADIAN TIRE PAD LOCKS | 213.32 104.95 104.95 20.53 44.08 | 487.83 |
| 20210488 | 2021-10-28 | Brownlee LLP | 2-12-00-995 | 521239 | PAYMENT ANIMAL INCIDENT - DOG ATTACK | 3,361.89 | 3,361.89 |
| 20210489 | 2021-10-28 | Cleartech Industries Inc | 2-41-00-510 2-41-00-217 | INV1001299 INV1001299 | PAYMENT TOTAL CHLORINE REAGENT POWDI TOTAL CHLORINE REAGENT POWDI | 62.30 23.33 | 85.63 |
| 20210490 | 2021-10-28 | County of Minburn | 2-43-00-250 2-23-00-250 2-23-00-217 2-43-00-250 | 32466 32479 32479 32481 | PAYMENT SEPTEMBER 2021 TIPPAGE AND HA POSTAGE & EQUIPMENT - FIRE DEP POSTAGE & EQUIPMENT - FIRE DEP Q 3 2021 MNN WTS COSTS | 1,057.68 41.05 644.48 3,011.85 | 4,755.06 |
| 20210491 | 2021-10-28 | Friends of the Innisfree Library So | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 1,000.00 | 1,000.00 |
| 20210492 | 2021-10-28 | Innisfree & District Agricultural Soc | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 3,500.00 | 3,500.00 |
| 20210493 | 2021-10-28 | Innisfree & District Recreational & | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 3,500.00 | 3,500.00 |
| 20210494 | 2021-10-28 | Innisfree ECS | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 1,000.00 | 1,000.00 |
| 20210495 | 2021-10-28 | Innisfree School Financial Society | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 1,000.00 | 1,000.00 |
| 20210496 | 2021-10-28 | Innisfree Senior Citizens Associati | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 1,000.00 | 1,000.00 |
| 20210497 | 2021-10-28 | Innisfree Ukrainian Dance Society | 2-12-00-770 | OCTOBER 2021 | PAYMENT MOST GRANT ALLOCATION | 1,000.00 | 1,000.00 |
| 20210498 | 2021-10-28 | Kostynuk, Eldon | 2-23-00-215 | OCTOBER 2021 | PAYMENT FIRE CHIEF CELL PHONE COVERAG | 50.00 | 50.00 |
| 20210499 | 2021-10-28 | McEwen, Darlene | | | PAYMENT | | 200.00 |



Village of Innisfree

Cheque Listing For Council

| Cheque | | Vendor Name | General | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|-----------------------------------|-------------|--------------|---|----------------|---------------|
| Cheque # | Date | | Ledger | | | | |
| 20210499 | 2021-10-28 | McEwen, Darlene | 2-12-00-250 | OCTOBER 2021 | OCTOBER 2021 CLEANING | 200.00 | 200.00 |
| 20210500 | 2021-10-28 | Municipal Information Systems Inc | 2-12-00-250 | 20211650 | PAYMENT SUPPORT - NOVEMBER 2021 | 323.75 | 323.75 |
| 20210501 | 2021-10-28 | Sharp, Allan | 2-12-00-290 | OCTOBER 2021 | PAYMENT 2021 MUNICIPAL ELECTION | 500.00 | 500.00 |
| 20210502 | 2021-10-28 | Vegreville News Advertiser | 2-12-00-290 | 223853 | PAYMENT NOTICE OF ELECTION AD - 2021 | 315.00 | 315.00 |

Total 31,245.23

*** End of Report ***

PUBLIC WORKS REPORT

Village of Innisfree

October 18, 2021 – November 9, 2021

PWF Orientation:

- Introductions and Orientation Day with CAO; reviewed OH&S Policy and Handbook; Municipal Policy Manual and pertinent schedules.
- Trained with CAO for daily water testing and Sanitary Sewer daily report (via computer.)
- Met with Town of Vegreville Water Department to familiarize Foreman with the Water & Sewer layout and operations.
- PWF familiarized with equipment; received some training on specific equipment from former PWF.

Public Works Department

- Winterized community flowerpots
- inspected all Public Works Equipment in readiness for winter.

Transportation:

- Raised 2 Yield signs and 2 stop signs throughout the village to ensure proper visibility.

Water Department:

- Assisted Contractor with a Water Main Valve Replacement at 48th Ave and 51st Street
- Addressed various requests for Water CC Valve maintenance

Sanitary Sewer Department:

- Identified all “raised” manholes prior to snow removal.

Solid Waste Management

- completed the “collection of garbage” route several times
- changed the lock code at the Innisfree Transfer Station to restrict unauthorized disposals at the site and to comply with AB Environment

Submitted by:

Robert Dobler
Public Works Foreman
November 9, 2021

Village of Innisfree (CAO)

From: MA.MSICapitalGrants@gov.ab.ca
Sent: October 27, 2021 4:14 PM
To: Village of Innisfree (CAO)
Subject: 2022 and 2023 MSI Allocation Estimates

Dear Chief Elected Officials:

As part of Budget 2021, our government had to make difficult decisions to keep spending under control while supporting local governments so they can continue to invest in important infrastructure. In light of the province's fiscal situation, Municipal Sustainability Initiative (MSI) capital funding was reduced to an average of \$722 million annually over the three-year period from 2021 to 2023. To sustain economic recovery and stimulus spending, MSI capital funding was frontloaded at \$1.196 billion in 2021, and it will decrease to \$485 million for 2022 and 2023.

I understand how important it is for municipalities and Metis Settlements to know what to expect in future years so you can plan effectively. As such, we are publishing MSI capital and operating estimates for the next two years on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx (under the Future of MSI section). We have adjusted the way municipal allocations are calculated in order to maintain fairness and consistency in proportional shares of MSI funding despite the reduced annual amount.

MSI Capital

For both 2022 and 2023, every municipality and Metis Settlement is estimated to receive 40.6 per cent of what they received in 2021. This reduction is equivalent to the year over year change in the MSI capital budget from \$1.196 billion to \$485 million, and ensures the reduced budget will impact every local government equally.

These estimates remain subject to legislative approval of Budget 2022 and Budget 2023, as well as formal Ministerial approval following each budget, but otherwise are not expected to change. For the final two years of the MSI program, allocations will not be recalculated with updated information such as population, education tax requisitions or road lengths.

MSI Operating

To provide stability in operating funding, MSI operating allocations will be frozen at the 2021 level for both 2022 and 2023. Every municipality and Metis Settlement will receive the same amount of operating funding for the next two years as they received this year.

Should you have any questions or concerns, please do not hesitate to contact my office.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

| Municipality | 2022 Allocation Estimates | | | 2023 Allocation Estimates | | |
|-----------------|--|-------------------------|-------------------|--|-------------------------|-------------------|
| | MSI Capital Component (includes BMTG) | MSI Operating Component | Total MSI Funding | MSI Capital Component (includes BMTG) | MSI Operating Component | Total MSI Funding |
| VIKING | \$141,533 | \$72,648 | \$214,181 | \$141,533 | \$72,648 | \$214,181 |
| VULCAN | \$225,978 | \$71,937 | \$297,915 | \$225,978 | \$71,937 | \$297,915 |
| WAINWRIGHT | \$681,539 | \$54,437 | \$735,976 | \$681,539 | \$54,437 | \$735,976 |
| WEMBLEY | \$190,969 | \$23,183 | \$214,152 | \$190,969 | \$23,183 | \$214,152 |
| WESTLOCK | \$541,202 | \$45,109 | \$586,311 | \$541,202 | \$45,109 | \$586,311 |
| WHITECOURT | \$1,175,591 | \$87,644 | \$1,263,235 | \$1,175,591 | \$87,644 | \$1,263,235 |
| Villages | | | | | | |
| ACME | \$102,499 | \$49,339 | \$151,838 | \$102,499 | \$49,339 | \$151,838 |
| ALBERTA BEACH | \$155,178 | \$21,210 | \$176,388 | \$155,178 | \$21,210 | \$176,388 |
| ALIX | \$112,563 | \$18,233 | \$130,796 | \$112,563 | \$18,233 | \$130,796 |
| ALLIANCE | \$57,932 | \$29,713 | \$87,645 | \$57,932 | \$29,713 | \$87,645 |
| AMISK | \$61,612 | \$34,831 | \$96,443 | \$61,612 | \$34,831 | \$96,443 |
| ANDREW | \$82,311 | \$37,022 | \$119,333 | \$82,311 | \$37,022 | \$119,333 |
| ARROWWOOD | \$62,306 | \$35,177 | \$97,483 | \$62,306 | \$35,177 | \$97,483 |
| BARNWELL | \$128,224 | \$42,151 | \$170,375 | \$128,224 | \$42,151 | \$170,375 |
| BARONS | \$71,576 | \$48,805 | \$120,381 | \$71,576 | \$48,805 | \$120,381 |
| BAWLF | \$80,263 | \$36,711 | \$116,974 | \$80,263 | \$36,711 | \$116,974 |
| BEISEKER | \$123,770 | \$18,995 | \$142,765 | \$123,770 | \$18,995 | \$142,765 |
| BERWYN | \$88,776 | \$69,015 | \$157,791 | \$88,776 | \$69,015 | \$157,791 |
| BIG VALLEY | \$74,454 | \$49,807 | \$124,261 | \$74,454 | \$49,807 | \$124,261 |
| BITTERN LAKE | \$65,194 | \$20,608 | \$85,802 | \$65,194 | \$20,608 | \$85,802 |
| BOYLE | \$130,380 | \$64,349 | \$194,729 | \$130,380 | \$64,349 | \$194,729 |
| BRETON | \$96,985 | \$31,227 | \$128,212 | \$96,985 | \$31,227 | \$128,212 |
| CARBON | \$87,115 | \$65,254 | \$152,369 | \$87,115 | \$65,254 | \$152,369 |
| CARMANGAY | \$66,152 | \$27,468 | \$93,620 | \$66,152 | \$27,468 | \$93,620 |
| CAROLINE | \$87,600 | \$66,439 | \$154,039 | \$87,600 | \$66,439 | \$154,039 |
| CHAMPION | \$71,477 | \$46,509 | \$117,986 | \$71,477 | \$46,509 | \$117,986 |
| CHAUVIN | \$73,160 | \$49,318 | \$122,478 | \$73,160 | \$49,318 | \$122,478 |
| CHIPMAN | \$71,431 | \$29,049 | \$100,480 | \$71,431 | \$29,049 | \$100,480 |
| CLIVE | \$109,775 | \$35,438 | \$145,213 | \$109,775 | \$35,438 | \$145,213 |
| CLYDE | \$80,860 | \$37,134 | \$117,994 | \$80,860 | \$37,134 | \$117,994 |
| CONSORT | \$109,311 | \$53,451 | \$162,762 | \$109,311 | \$53,451 | \$162,762 |
| COUTTS | \$67,114 | \$27,310 | \$94,424 | \$67,114 | \$27,310 | \$94,424 |
| COWLEY | \$63,244 | \$25,276 | \$88,520 | \$63,244 | \$25,276 | \$88,520 |
| CREMONA | \$84,281 | \$27,268 | \$111,549 | \$84,281 | \$27,268 | \$111,549 |
| CZAR | \$61,327 | \$34,614 | \$95,941 | \$61,327 | \$34,614 | \$95,941 |
| DELBURNE | \$125,232 | \$62,381 | \$187,613 | \$125,232 | \$62,381 | \$187,613 |
| DELIA | \$63,783 | \$25,654 | \$89,437 | \$63,783 | \$25,654 | \$89,437 |
| DONALDA | \$62,604 | \$36,356 | \$98,960 | \$62,604 | \$36,356 | \$98,960 |
| DONNELLY | \$72,215 | \$48,954 | \$121,169 | \$72,215 | \$48,954 | \$121,169 |
| DUCHESS | \$140,119 | \$72,623 | \$212,742 | \$140,119 | \$72,623 | \$212,742 |
| EDBERG | \$57,157 | \$29,360 | \$86,517 | \$57,157 | \$29,360 | \$86,517 |
| EDGERTON | \$79,733 | \$57,491 | \$137,224 | \$79,733 | \$57,491 | \$137,224 |
| ELNORA | \$69,868 | \$44,563 | \$114,431 | \$69,868 | \$44,563 | \$114,431 |
| EMPRESS | \$59,633 | \$29,951 | \$89,584 | \$59,633 | \$29,951 | \$89,584 |
| FOREMOST | \$92,938 | \$43,318 | \$136,256 | \$92,938 | \$43,318 | \$136,256 |
| FORESTBURG | \$119,992 | \$103,736 | \$223,728 | \$119,992 | \$103,736 | \$223,728 |
| GIROUXVILLE | \$67,039 | \$43,461 | \$110,500 | \$67,039 | \$43,461 | \$110,500 |
| GLENDON | \$89,257 | \$40,772 | \$130,029 | \$89,257 | \$40,772 | \$130,029 |
| GLENWOOD | \$71,810 | \$31,063 | \$102,873 | \$71,810 | \$31,063 | \$102,873 |
| HALKIRK | \$54,888 | \$25,419 | \$80,307 | \$54,888 | \$25,419 | \$80,307 |
| HAY LAKES | \$87,914 | \$40,754 | \$128,668 | \$87,914 | \$40,754 | \$128,668 |
| HEISLER | \$58,001 | \$30,296 | \$88,297 | \$58,001 | \$30,296 | \$88,297 |
| HILL SPRING | \$59,331 | \$22,716 | \$82,047 | \$59,331 | \$22,716 | \$82,047 |
| HINES CREEK | \$72,536 | \$49,362 | \$121,898 | \$72,536 | \$49,362 | \$121,898 |
| HOLDEN | \$74,985 | \$49,947 | \$124,932 | \$74,985 | \$49,947 | \$124,932 |
| HUGHENDEN | \$63,997 | \$38,782 | \$102,779 | \$63,997 | \$38,782 | \$102,779 |
| HUSSAR | \$61,205 | \$24,203 | \$85,408 | \$61,205 | \$24,203 | \$85,408 |
| INNISFREE | \$62,920 | \$36,768 | \$99,688 | \$62,920 | \$36,768 | \$99,688 |
| IRMA | \$89,862 | \$42,129 | \$131,991 | \$89,862 | \$42,129 | \$131,991 |
| KITSCOTY | \$132,333 | \$66,891 | \$199,224 | \$132,333 | \$66,891 | \$199,224 |
| LINDEN | \$119,527 | \$38,772 | \$158,299 | \$119,527 | \$38,772 | \$158,299 |
| LOMOND | \$58,816 | \$30,942 | \$89,758 | \$58,816 | \$30,942 | \$89,758 |
| LONGVIEW | \$75,211 | \$15,985 | \$91,196 | \$75,211 | \$15,985 | \$91,196 |
| LOUGHEED | \$66,409 | \$40,233 | \$106,642 | \$66,409 | \$40,233 | \$106,642 |

2021

| Municipality | Capital Funding | | | Operating Funding | Total Funding |
|------------------------|-----------------------|----------------|-----------|-------------------|---------------|
| | MSI Capital Component | BMTG Component | Sub-Total | | |
| HALKIRK | 123,619 | 11,733 | 135,352 | 25,419 | 160,771 |
| HAY LAKES | 187,095 | 29,700 | 216,795 | 40,754 | 257,549 |
| HEISLER | 129,696 | 13,333 | 143,029 | 30,296 | 173,325 |
| HILL SPRING | 132,911 | 13,399 | 146,310 | 22,716 | 169,026 |
| HINES CREEK | 158,112 | 20,760 | 178,872 | 49,362 | 228,234 |
| HOLDEN | 163,912 | 21,000 | 184,912 | 49,947 | 234,859 |
| HUGHENDEN | 141,717 | 16,099 | 157,816 | 38,782 | 196,598 |
| HUSSAR | 136,597 | 14,333 | 150,930 | 24,203 | 175,133 |
| HYPHE | 239,240 | 49,620 | 288,860 | 58,674 | 347,534 |
| INNISFREE | 139,726 | 15,433 | 155,159 | 36,768 | 191,927 |
| IRMA | 190,338 | 31,260 | 221,598 | 42,129 | 263,727 |
| KITSCOTY | 267,771 | 58,560 | 326,331 | 66,891 | 393,222 |
| LINDEN | 245,071 | 49,680 | 294,751 | 38,772 | 333,523 |
| LOMOND | 131,507 | 13,533 | 145,040 | 30,942 | 175,982 |
| LONGVIEW | 167,050 | 18,420 | 185,470 | 15,985 | 201,455 |
| LOUGHEED | 147,231 | 16,532 | 163,763 | 40,233 | 203,996 |
| MANNVILLE | 231,605 | 49,680 | 281,285 | 98,762 | 380,047 |
| MARWAYNE | 202,356 | 36,360 | 238,716 | 76,165 | 314,881 |
| MILO | 124,375 | 11,033 | 135,408 | 13,612 | 149,020 |
| MORRIN | 142,131 | 15,999 | 158,130 | 38,504 | 196,634 |
| MUNSON | 139,493 | 14,399 | 153,892 | 24,398 | 178,290 |
| MYRNAM | 156,328 | 20,340 | 176,668 | 48,620 | 225,288 |
| NAMPA | 174,533 | 21,840 | 196,373 | 16,238 | 212,611 |
| PARADISE VALLEY | 132,797 | 13,966 | 146,763 | 32,251 | 179,014 |
| ROCKYFORD | 159,793 | 18,960 | 178,753 | 31,119 | 209,872 |
| ROSALIND | 136,654 | 14,266 | 150,920 | 33,257 | 184,177 |
| ROSEMARY | 164,605 | 23,760 | 188,365 | 54,448 | 242,813 |
| RYCROFT | 214,239 | 36,720 | 250,959 | 32,473 | 283,432 |
| RYLEY | 184,143 | 28,980 | 213,123 | 63,577 | 276,700 |
| SPRING LAKE | 253,903 | 41,940 | 295,843 | 18,921 | 314,764 |
| STANDARD | 172,192 | 21,180 | 193,372 | 16,159 | 209,531 |
| STIRLING | 300,501 | 76,140 | 376,641 | 144,017 | 520,658 |
| VETERAN | 140,434 | 15,933 | 156,367 | 38,252 | 194,619 |
| VILNA | 148,128 | 17,666 | 165,794 | 43,573 | 209,367 |
| WARBURG | 227,306 | 45,960 | 273,266 | 92,582 | 365,848 |
| WARNER | 164,834 | 22,380 | 187,214 | 52,217 | 239,431 |
| WASKATENAU | 142,627 | 15,566 | 158,193 | 26,207 | 184,400 |
| YOUNGSTOWN | 129,747 | 13,133 | 142,880 | 29,714 | 172,594 |
| Summer Villages | | | | | |
| ARGENTIA BEACH | 98,392 | 8,900 | 107,292 | 4,722 | 112,014 |
| BETULA BEACH | 70,487 | 8,533 | 79,020 | 3,210 | 82,230 |
| BIRCH COVE | 67,707 | 9,500 | 77,207 | 4,615 | 81,822 |
| BIRCHCLIFF | 155,289 | 11,900 | 167,189 | 10,419 | 177,608 |
| BONDISS | 95,152 | 11,666 | 106,818 | 8,386 | 115,204 |
| BONNYVILLE BEACH | 78,565 | 10,800 | 89,365 | 6,998 | 96,363 |
| BURNSTICK LAKE | 70,069 | 8,500 | 78,569 | 3,144 | 81,713 |
| CASTLE ISLAND | 65,388 | 8,333 | 73,721 | 2,727 | 76,448 |
| CRYSTAL SPRINGS | 97,490 | 9,700 | 107,190 | 5,932 | 113,122 |
| GHOST LAKE | 86,774 | 10,733 | 97,507 | 7,172 | 104,679 |
| GOLDEN DAYS | 127,305 | 13,333 | 140,638 | 9,473 | 150,111 |
| GRANDVIEW | 107,927 | 11,800 | 119,727 | 8,818 | 128,545 |
| GULL LAKE | 119,870 | 13,866 | 133,736 | 9,221 | 142,957 |
| HALF MOON BAY | 81,281 | 9,400 | 90,681 | 4,919 | 95,600 |
| HORSESHOE BAY | 72,102 | 10,433 | 82,535 | 6,211 | 88,746 |
| ISLAND LAKE | 130,322 | 15,599 | 145,921 | 9,575 | 155,496 |
| ISLAND LAKE SOUTH | 73,536 | 10,033 | 83,569 | 5,639 | 89,208 |
| ITASKA BEACH | 76,654 | 8,767 | 85,421 | 3,780 | 89,201 |
| JARVIS BAY | 161,724 | 15,099 | 176,823 | 10,636 | 187,459 |
| KAPASIWIN | 73,365 | 8,333 | 81,698 | 2,997 | 84,695 |

November 16, 2021 – Regular Council Meeting – Correspondence List

Letters:

Oct.19, 2021 - CN Railroad – Public Works Department – Letter outlining proper snow clearing procedures to road authorities, for distribution to snowplow operators and roadway maintenance workers. (Copy provided to PWF.)

Oct.27, 2021 – CN Railroad – Public Release – Appointment of Jo-ann dePass Olsovsky to serve on the CNR Board of Directors.

Nov.2, 2021 – GoEast - Announcement of the 2022 Roadtrip Passport tourism marketing program

Nov.3, 2021 – CN Railroad – Announcement that CNR and Progress Rail, a Caterpillar Company are partnering with Renewable energy Group (REG) to test high-level renewable fuel blends including both biodiesel and renewable diesel in support of the companies’ sustainability goals.

Nov.4, 2021 – CN Railroad – Announcement that CNR advanced its sustainability efforts with the purchase of a Wabtec FLXdrive, battery electric freight locomotive; the first 100% battery heavy-haul locomotive.

Magazines/Newsletters:

| | |
|-----------------------------------|-------------------------------|
| Autosphere Magazine | October 2021 |
| Infrastructure | October 2021 |
| Canadian Process Equipment | Volume 49, No. 5 October 2021 |

Other Correspondence:

| | |
|------------------------------------|---|
| Alberta Government Bulletin | Essential COVID-19 information – November 2021 |
| Green Industry | Virtual Conference/Tradeshow – November 18-19, 2021 |