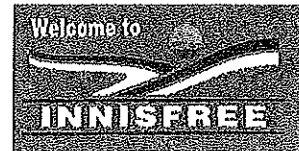


Village of Innisfree
Regular Council Meeting
May 17, 2022 @ 5:00 p.m.
Village of Innisfree Council Chambers



1. Call to Order
2. Agenda
 - a. Deletions/Additions
 - b. Adoption of Agenda
3. Delegation – None Scheduled
4. Adoption of Minutes
 - a. April 19, 2022, Regular Council Minutes **Pgs. 2–6**
 - b. April 26, 2022, Special Council Minutes **Pg. 7**
5. Business Arising from the Minutes
6. Policies & Bylaws
 - a. Traffic Bylaw 670-22 **Pgs. 8–27**
 - b. Bylaw 672-22 – Repeal Obsolete EMA Bylaw 647-20 **Pgs. 28–29**
7. New Business
 - a. Ministerial Directives – Viability Review Report **Pgs. 30–90**
 - b. 2022 Operating Budget & 2023-2027 Budget Forecasts **Pgs. 91–103**
 - c. 10-, 20-, 30-Year Capital Plan **Pgs. 104–123**
 - d. 2022 Mill Rate Bylaw 675-22 **Pgs. 124–133**
 - e. 2021 Public Auction – Reserve Bids **Pgs. 134–142**
8. Councillor Reports
 - a. Apr. 13 – NE AB Mayors, Reeves & Indigenous Leaders Caucus – Mayor Johnson **Pg. 143**
 - b. Apr. 21 – M.D. of Minburn Foundation – Mayor Johnson **Pgs. 144–145**
 - c. May 4 – Village of Innisfree Library Board – Mayor Johnson **Pg. 146**
9. Administration Reports
 - a. CAO Report, Action List & Municipal Grants Report **Pgs. 147–156**
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending April 30, 2022 **Pg. 157**
 - ii. Revenue & Expense **Pgs. 158–165**
 - iii. Tax Trial Balance **Pg. 166**
 - iv. Utility Trial Balance **Pg. 167**
 - v. Accounts Payable Cheque List – Period Ending April 30, 2022 **Pgs. 168–170**
 - c. Public Works Report – Period Ending May 11, 2022 **Pgs. 171**
 - d. Rec Park Manager's Report – Period Ending May 10, 2022 **Pgs. 172–73**
 - e. Regional Fire Chief Report – Period Ending May 11, 2022 **Pgs. 174**
10. Correspondence:
 - a. Ocean's Day 2022 Proclamation **Pgs. 175–176**
 - b. Clr. McMann – R. Saik Day in Innisfree **Pg. 177**
 - c. Senior's Week Declaration – June 6-12, 2022 **Pg. 178**

List of Correspondence – Period Ending May 17, 2022 **Pg. 179**

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, April 19, 2022.

CALL TO ORDER

Mayor Johnson called the meeting to order at 5:05 P.M.

PRESENT

Attendance in-person

Jennifer Johnson Mayor
Deborah McMann Councillor
Evan Raycraft Councillor

Brooke Magosse Chief Administrative Officer

APPROVAL OF AGENDA
2022-04-19/01

Moved by Clr. Raycraft that the agenda be approved with the following additions:

Correspondence:

10 E – National Volunteer Week Proclamation: April 24-30, 2022

CARRIED

APPROVAL OF REGULAR
COUNCIL MINUTES
2022-04-19/02

Moved by Mayor Johnson that the March 15, 2022, Regular Council Meeting minutes be approved as presented.

CARRIED

TRAFFIC BYLAW 670-22
2022-04-19/03

Moved by Mayor Johnson that Traffic Bylaw 670-22 be tabled to the May 17, 2022 Regular Council Meeting with the following amendments:

- Section 7.8 amending the word “for” to “from”;
- Section 8.11 (e) – amending the word “Manger” to “Manager”;
- Schedule “A” amending sections “FOR VIOLATION OF SECTIONS 7.5 and 4.4” to read “FOR VIOLATION OF SECTIONS 4.4, 4.5 & _____”
- Schedule “A” amending section “FOR VIOLATION OF SECTION 4.4” to read “FOR VIOLATION OF SECTIONS 4.4 & 4.5”;
- Schedule “A” amending section “FOR VIOLATIONS OF SECTION _____” to read “FOR VIOLATIONS OF SECTION _____”

CARRIED

DELEGATION – INNISFREE
FIRE DEPARTMENT 1ST
QUARTER UPDATE
2022-04-19/04

Mike Fundytus & Dean Lindballe entered the meeting at 5:17 PM.

Mike Fundytus, Director of Emergency Services for the County of Minburn and Dean Lindballe, Deputy Fire Chief for the Innisfree Fire Department, presented a 1st Quarter Fire Department Update to Mayor and Council and reviewed the April 2022 Fire Report.

Moved by Clr. McMann that the Delegation – Innisfree Fire Department 1st Quarter Update be approved as presented.

CARRIED

Mike Fundytus & Dean Lindballe departed the meeting at 5:36 PM

TEMPORARY BORROWING
BYLAW 673-22
FIRST READING
2022-04-19/05

Moved by Clr. McMann that Temporary Borrowing Bylaw 673-22 be given FIRST reading this 19th day of April 2022.

CARRIED

TEMPORARY BORROWING
BYLAW 673-22
SECOND READING
2022-04-19/06

Moved by Mayor Johnson that Temporary Borrowing Bylaw 673-22 be given SECOND reading this 19th day of April 2022.

CARRIED

TEMPORARY BORROWING
BYLAW 673-22
AUTHORIZE THIRD
READING
2022-04-19/07

Moved by **Clr. McMann** that Council authorize THIRD reading of Temporary Borrowing Bylaw 673-22 this 19th day of April 2022.

UNANIMOUSLY CARRIED

TEMPORARY BORROWING
BYLAW 673-22
THIRD AND FINAL
READING
2022-04-19/08

Moved by **Clr. Raycraft** that Temporary Borrowing Bylaw 673-22 be given THIRD and FINAL reading this 19th day of April 2022.

CARRIED

CELL PHONE POLICY
1100-09
2022-04-19/09

Moved by **Clr. McMann** that Council endorse the Cell Phone Policy 1200-01 as amended.

CARRIED

PUBLIC PARTICIPATION
POLICY 1100-06
2022-04-19/10

Moved by **Mayor Johnson** that Council endorse Public Participation Policy 1100-06 as presented.

CARRIED

MASTER RATE BYLAW
674-22
FIRST READING
2022-04-19/11

Moved by **Mayor Johnson** that Master Rates Bylaw 674-22 be given FIRST reading this 19th day of April 2022 with the following amendments:

Section 12 – Administration and General Services

- Removal of Interac Fee;
- Amend the Administrative Fee to Transfer Outstanding Utility Balances to Tax Accounts from \$15.00 to \$25.00;

Section 40 – Environment Utility Services

- Removal of \$30.00 Connection Fee for new owners (name change);
- Amend the CC Valve On/Off Fee from \$50.00 to \$25.00;

Section 70 – Parks and Recreation

- Amend the Firewood (per bundle) fee from \$20.00 to \$10.00

CARRIED

MASTER RATE BYLAW
674-22
SECOND READING
2022-04-19/12

Moved by **Clr. McMann** that Master Rates Bylaw 674-22 be given SECOND reading this 19th day of April 2022.

CARRIED

MASTER RATE BYLAW
674-22
AUTHORIZE THIRD
READING
2022-04-19/13

Moved by **Clr. Raycraft** that Council authorize THIRD reading of Master Rates Bylaw 674-22 this 19th day of April 2022.

UNANIMOUSLY CARRIED

MASTER RATE BYLAW
674-22
THIRD AND FINAL
READING
2022-04-19/14

Moved by **Mayor Johnson** that Master Rates Bylaw 674-22 be given THIRD and FINAL reading this 19th day of April 2022.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF APRIL 19, 2022

INNISFREE DELNORTE PAC
– FLASHING CROSSING
SIGN
2022-04-19/15

Moved by **Clr. McMann** that Council direct Administration to obtain quotes for the installation of a Flashing Pedestrian Beacon at the intersection of 53 Street and 48 Avenue. Further, that Administration be directed to apply for the Alberta Transportation Permit and that the information be brought forward to the May 17, 2022, Regular Council Meeting.

CARRIED

PAINTING OF CROSSWALK
– 53 STREET AND 48
AVENUE
2022-04-19/16

Moved by **Clr. McMann** that Council direct Administration to direct the Public Works Department to restore the crosswalk markings at the intersection of 53rd Street & 48th Avenue.

CARRIED

2022 STRATEGIC PLAN – 1ST
QUARTER UPDATE
2022-04-19/17

Moved by **Mayor Johnson** that Council approve the 1st Quarter Update of the 2022 Strategic Plan with the following amendments:

Section 1.2 – Remove “fun” from “Monday Night Fun Bingo”; and
Section 1.2 – Add “Seniors Fun Bingo held on Wednesday Nights at the Seniors Drop-In Centre”

CARRIED

APPOINTMENT OF
DEVELOPMENT
AUTHORITY
2022-04-19/18

Moved by **Clr. Raycraft** that Council appoint CAO Magosse as the Development Authority for the Village of Innisfree.

CARRIED

APPOINTMENT OF MEMBER
– SDAB
2022-04-19/19

Moved by **Clr. McMann** that the Appointment of Member – Subdivision & Development Appeal Board be received as information.

CARRIED

2022 OPERATING BUDGET
2022-04-19/20

Moved by **Mayor Johnson** that Council receive the Draft 2022 Operating Budget as information. Further that Council schedule a Special Council Budget meeting for April 27, 2022, at 3:00 PM, to address the budget in more detail.

CARRIED

INNISFREE DELNORTE
SCHOOL FINANCIAL
SOCIETY REQUEST – FCC
AGRISPIRIT FUND
2022-04-19/21

Moved by **Clr. McMann** that Council endorse the motion that the Village of Innisfree partner with the Innisfree School Financial Society, to apply for the FCC AgriSpirit Funding for the Multi-Sport Courts Project. Furthermore, that Administration be directed to complete and sign the Integrity Declaration Form, per the FCC AgriSpirit Funding Program requirements.

CARRIED

INNISFREE DELNOTE
SCHOOL FINANCIAL
SOCIETY – MULTI- SPORT
COURTS
2022-04-19/22

Moved by **Clr. Raycraft** that Council direct Administration to send a letter to the Innisfree Delnorte School Financial Society, advising that the Village of Innisfree appreciates the work to rehabilitate the Tennis Courts located behind Innisfree Delnorte School. However, the Village of Innisfree is not in a position to financially support the rehabilitation of the Multi-Sport Courts but will continue to support the project in principle.

CARRIED

NOTICE OF DECISION –
DEVELOPMENT PERMIT
2022-01
2022-04-19/23

Moved by **Clr. Raycraft** that Council endorse a motion expressing the Village of Innisfree support to the proposed development outlined in the Notice of Decision, for Development Permit Application No. 2022-01.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF FEBRUARY 15, 2022

<p>INNISFREE PRAIRIE BANK OF COMMERCE MUSEUM 2022-04-19/24</p>	<p>Moved by Mayor Johnson that the discussion on the Innisfree Prairie Bank of Commerce Museum be tabled to the May 17, 2022, Regular Council Meeting. Further, that Administration be directed to send a letter to the Innisfree Historical Society to discuss the idea of the relocation of the ATB Financial Agency or the Village Administration Office to the Innisfree Prairie Bank of Commerce Museum.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>RECESS 2022-04-19/25</p>	<p>Moved by Mayor Johnson for a recess at 7:44 PM.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>RECONVENE MEETING 2022-04-19/26</p>	<p>Moved by Mayor Johnson to reconvene the meeting at 7:48 PM.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>MEETING TO EXCEED THREE (3) HOURS 2022-04-19/27</p>	<p>Moved by Clr. McMann that the meeting extends past 8:00 PM.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>COUNCILLOR REPORTS 2022-04-19/28</p>	<p>Moved by Clr. McMann that the items listed under “Councillor Reports” be received as information.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>RECESS 2022-04-19/29</p>	<p>Moved by Mayor Johnson for a recess at 8:21 PM.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>RECONVENE 2022-04-19/30</p>	<p>Moved by Mayor Johnson that the meeting reconvene at 8:24 PM.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>2021 TAX RECOVERY AUCTION 2022-04-19/31</p>	<p>Moved by Clr. Raycraft that Council set July 26, 2022, as the 2021 Tax Recovery Auction Date. Further, that Administration be directed to bring forward a Comparative Market Analysis, for Council review, to the May 17, 2022, Regular Council Meeting.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>MSP PROJECT PROPOSAL – BIRCH LAKE CAMPGROUND & RECREATION PARK – BALL DIAMOND SHALE 2022-04-19/32</p>	<p>Moved by Mayor Johnson that Council endorse a motion to purchase Ball Diamond Shale through Coloured Shale Products for a total of \$6,266.40 (GST Excluded) to be delivered to the Birch Lake Campground and Recreation Park. Further that the funds be taken from MSP Grant Funding.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>FEDERAL GAS TAX FUND PROJECT # GTF-1196 – DRIVER FEEDBACK SIGN 2022-04-19/33</p>	<p>Moved by Clr. Raycraft that Council endorse a motion to purchase a Driver Feedback Sign through Mega-Tech (Model: Evolution 11) for a total of \$3,198.98 (GST Excluded). Further that the funds be taken from Federal Gas Tax Funding.</p> <p style="text-align: right;"><u>CARRIED</u></p>
<p>MSI PROJECT # CAP-14018 – PURCHASE OF SIDE BY SIDE 2022-04-19/34</p>	<p>Moved by Clr. McMann that Council endorse a motion to submit an Offer to Purchase, in the amount of \$4,000, to Sheila Nykolychuk for the purchase of a side by side pending a full inspection of the unit.</p> <p style="text-align: right;"><u>CARRIED</u></p>

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF APRIL 19, 2022

ADMINISTRATION
REPORTS
2022-04-19/35

Moved by **Clr. Raycraft** that the items listed under “Administration Reports” be received as information.

CARRIED

ALBERTA RURAL HEALTH
ASSOCIATION WEEK
PROCLAMATION – MAY 30
TO JUNE 3, 2022
2022-04-19/36

Moved by **Clr. McMann** that May 30, 2022 - June 3, 2022 be proclaimed as Alberta Rural Health Association Week.

CARRIED

OPERATION SMILE
CANADA – LONGEST DATE
OF SMILES
PROCLAMATION – JUNE 19,
2022
2022-04-19/37

Moved by **Clr. McMann** that June 19, 2022 be proclaimed as Longest Date of Smiles.

CARRIED

PROCLAMATION –
NATIONAL VOLUNTEER
WEEK – APRIL 24-30, 2022
2022-04-19/38

Moved by **Clr. Raycraft** that April 24-30, 2022 be proclaimed as National Volunteer Week.

CARRIED

CORRESPONDENCE
2022-04-19/39

Moved by **Mayor Johnson** that the remaining items, listed under “Correspondence” be received as information.

CARRIED

ADJOURNMENT

Clr. Raycraft adjourned the meeting at 9:06 PM.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

VILLAGE OF INNISFREE – SPECIAL COUNCIL MEETING MINUTES OF APRIL 27, 2022

A SPECIAL meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Wednesday, April 27, 2022.

CALL TO ORDER

Mayor Johnson called the meeting to order at 5:05 PM.

PRESENT

Attendance in-person

Mayor J. Johnson
Councillor D. McMann
Councillor E. Raycraft

Brooke Magosse Chief Administrative Officer

In accordance with Section 194 of the Municipal Government Act, RSA 2000 c.M-26, the nature of business to be discussed is the:

- 2022 Operating Budget & 2023-2027 Budget Forecast

APPROVAL OF AGENDA
2022-04-27/ ____

Moved by **Clr. McMann** that, in accordance with Section 194 (5) of the *Municipal Government Act*, the agenda be approved as presented.

CARRIED

2022 OPERATING
BUDGET & 2023-2027
BUDGET FORECAST

Moved by **Mayor Johnson** that the 2022 Operating Budget & 2023-2027 Budget Forecast be received as information. Further, that Administration be directed to forward this item to the May 17, 2022 Regular Council meeting for final approval.

ADJOURNMENT

Moved by **Clr. McMann** for adjournment at 6:27 PM.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

Request for Decision (RFD)

Topic: Proposed Traffic Bylaw 670
Initiated by: Council
Attachments: Proposed Traffic Bylaw 670-22

Purpose(s):

1. To address Proposed Traffic Bylaw 670-22

Background:

1. At the January 18, 2022, Council Meeting, Council approved first reading of the proposed Traffic Safety Bylaw 670-22 with amendments.
2. Proposed Traffic Bylaw 670-22 presented for Council review has been revised to incorporate all aspects of Transportation, including pedestrians, different types of Vehicles, the public roads and places, parking, snow removal and obstructions on Highways.
3. Furthermore, Mayor and Council reviewed the Traffic Safety Bylaw at the February 15, 2022 and endorsed a motion that a Council of the Whole Committee meeting be set for February 28, 2022 to allow Council and Administration to review the Draft Traffic Bylaw 670-22, as well as suggest amendments.
4. Per the February 28, 2022, Council of the Whole Committee meeting, Administration applied the amendments, for presentation in the March 15 Council Meeting.
5. Per the March 15, 2022 Regular Council Meeting, Mayor and Council approved second reading of the proposed Traffic Safety Bylaw 670-22 with amendments.
6. Administration has received approval from Petro Canada regarding vehicles transporting Dangerous Goods to be permitted at the Petro-Can Highway Truck Stop Parking (Section 6.13).
7. Administration has not yet received confirmation from CN.
8. April 19, 2022 Council passed a motion to table the final reading of the proposed Traffic Bylaw 670-22 due to a few minor amendments.

Key Issues/Concepts:

1. Council has reviewed proposed Traffic Bylaw 670-22 on five occasions; significant amendments have been implemented, per Council review.
2. As directed by Council, Administration has reviewed proposed Traffic Bylaw 670-22 to ensure plain language is used throughout the document to ensure the Bylaw is easy to read and understand.

Financial Implication(s):

1. Signage costs (Quotes between \$2,100 - \$2,500)
2. Signage has been ordered per Council motion 2022-03-15/10.

Options:

1. That Council provide final readings to Traffic Bylaw 670-22 as presented.
2. That Council direct Administration in another manner regarding Traffic Bylaw 670-22.
3. That the Traffic Bylaw 670-22 be tabled to the June 21, 2022, Regular Council Meeting for final readings.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A 2000, c-M-26
2. *Alberta Traffic Safety Act*, R.S.A. 2000 c.T-6
3. *Provincial Offences Procedures Act*, R.S.A. 2000, c-P34

Political/Public Implication(s):

1. There is strong public support from the Innisfree Delnorte School parents.

RECOMMENDATION(s):

1. That Council provide final readings to Traffic Bylaw 670-22 as presented.

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING THE OPERATION, THE PARKING AND THE USE OF THE HIGHWAYS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF INNISFREE

WHEREAS pursuant to Section 7 of the *Municipal Government Act* (MGA), Revised Statutes of Alberta, 2000, Chapter M-26, the Council of a Municipality may pass Bylaws respecting the safety, health and welfare of people and the protection of people and property and, for municipal purposes respecting transport and transportation systems; Section 18(1) states that the Municipality has the direction, control, and management of all roads within the Municipality.

AND WHEREAS, pursuant to Section 13 of the *Traffic Safety Act*, Revised Statutes of Alberta, 2000, Chapter T-6, the Council of a Municipality may, with respect to a Highway under its direction, control and management, pass Bylaws not inconsistent with the *Traffic Safety Act* respecting matters enumerated therein.

AND WHEREAS pursuant to Section 14 of the *Traffic Safety Act*, Revised Statutes of Alberta, 2000, Chapter T-6, the Council of a Municipality may pass Bylaws prescribing speed limits that are different from the speed limits established in the *Act*.

NOW THEREFORE, the Council of the Village of Innisfree in the Province of Alberta, duly assembled and pursuant to the authority conferred upon it by the *Traffic Safety Act* and the *Municipal Government Act* enacts as follows:

Part 1: Short Title and Definitions

Section 1: Short Title:

1.0 This Bylaw may be sited as the “The Village of Innisfree Traffic Bylaw”.

Section 2: Definitions:

2.0 In this Bylaw, unless the context requires otherwise, all terms defined in the current *Traffic Safety Act*, including associated Regulations, shall apply. For clarification:

- 2.1 “Alley” means a narrow highway intended chiefly to give access to the rear of the building and parcels of land;
- 2.2 “Bicycle” includes any manner of cycle propelled by human power on which a person may ride regardless of the number of wheels it may have;
- 2.3 “Boulevard” means that part of a Highway that is not a roadway and includes a ditch that forms part of a Highway;
- 2.4 “Chief Administrative Officer” means the Person appointed by Council in accordance with the *MGA* and is referred to in this Bylaw as “CAO,” or a Person designated to act on the CAO’s behalf;

- 2.5 “Commercial Vehicle” means a Commercial Vehicle as defined by the *Traffic Safety Act*, and includes any Vehicle from which sales are made of goods, wares, merchandise or commodities, or a Vehicle by which delivery is made of people, goods, wares, services, merchandise or commodities to a purchaser or consignee thereof;
- 2.6 “Council” means the Municipal Council of the Village of Innisfree;
- 2.7 ‘Corporate Limits’ shall mean all the lands within the Corporate Limits of the Village of Innisfree.
- 2.8 “Crossing” means that area used for, or constructed to provide, access to Private Property from any Highway and shall be all that area from the Curb to the Private Property line;
- 2.9 “Curb” means the actual curb if there is one and, if there is no actual curb in existence, shall mean the division point of Highway between that part thereof intended for the use of Vehicles and that part thereof intended for the use of pedestrians;
- 2.10 “Dangerous Goods” means any product, substance or organism specified or included by its nature in any of the classes listed in the Regulations under the *Dangerous Goods Transportation and Handling Act*, R.S.A. 2000, c. D-4, as amended or repealed and replaced from time to time;
- 2.11 “Disabled Person Vehicle” means a vehicle identified as such by either an Alberta license plate starting with the letter “A” or an Identification Placard, clearly displayed in the Vehicle bearing the international symbol of the disabled, provided through Alberta Registries;
- 2.12 “Emergency Vehicle” means:
- a. A Vehicle operated by a Police force, a firefighting or other type of Vehicle operated by a fire protection service
 - b. An ambulance operated by a Person or an Organization providing ambulance services
 - c. A Vehicle operated as a gas disconnection unit of the public utilities
 - d. A Vehicle designated as an emergency response unit pursuant to the regulations under the *Traffic Safety Act*.
- 2.13 “Fire or Emergency Lane” means all that portion of a Highway used to provide access to buildings, and so marked by signs stating: “Fire or Emergency Lane.”
- 2.14 “Hazard” means a risk or danger, or to expose to a risk, danger, or peril;
- 2.15 “Heavy Vehicle” means a Vehicle, with or without load, exceeding any one of the following:
- a. 11 metres in length, or
 - b. Maximum allowable weight of 7,200 kilograms; or
 - c. Tractor units which form by attaching as power to semi-trailers;

Heavy vehicles do not include Holiday Trailers.

- 2.16 “Highway” means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle way or any other place, or any part of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- a. Secondary Highway 870;
 - b. Secondary Highway 16A (Railway Avenue South);
 - c. a sidewalk, including a Boulevard adjacent to the sidewalk;
 - d. the ditch, if any, lying adjacent to, and parallel with, the roadway, and;
 - e. if the Highway right of way is contained between fences or between a fence and one side of the Roadway, all the land between the fences, or all the land between the fence and the edge of the Roadway, as the case made be,
- But does not include a place declared by Regulation not to be a Highway.*
- 2.17 “Highway Right of Way” means all the land between the property line on one side of the Highway and the property line on the other side of the Highway for the entire length of that Highway.
- 2.18 “Holiday Trailer” means a Vehicle designed to provide temporary living accommodation for travel, vacation, or recreation cause, and to be driven, towed, or transported, some examples of which include, without restricting the generality of the foregoing, a motor home, holiday Trailer, camper, tent Trailer, personal watercraft, boats and any bus or truck converted to provide temporary living accommodations;
- 2.19 “Identification Placard” means a placard issued by the Provincial Government for the purpose of identifying a Vehicle as operated or used by a disabled Person;
- 2.20 ‘Motor Vehicle’ shall mean a vehicle, trailer, semi-trailer ascribed as such in the Highway Traffic Act propelled by any power other than muscular power or a moped but does not include a bicycle, an aircraft, an implement of husbandry, or a motor vehicle that runs only on rails.
- 2.21 “Municipal Government Act” or “MGA” means the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended or repealed and replaced from time to time;
- 2.22 “Municipal Tag” means a tag or similar document issued by the Village pursuant to the *Municipal Government Act* that alleges a Bylaw offence and provides the Person the opportunity to pay an amount to the Village in lieu of prosecution;
- 2.23 “Occupy” means to reside in or to be on;
- 2.24 “Off-Highway Vehicle” means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel:
- a. 4-wheel drive Vehicles;
 - b. Low pressure tire Vehicles;
 - c. Motorcycles and related 2-wheel Vehicles;
 - d. Amphibious machines;
 - e. All-terrain Vehicles;

- f. Miniature Motor Vehicles;
 - g. Snow Vehicles;
 - h. Minibikes, zip bikes, pocket bikes, mobility aides; and
 - i. Any other Vehicle exempted from being an Off-Highway Vehicle by Regulation;
- 2.25 “Operator” means the Registered Owner thereof or if not the Registered Owner, the Person driving or in the position of control over the Vehicle;
- 2.26 “Owner” with respect to a Vehicle means:
- a. the Person whose name the Vehicle is registered under the provision of the *Traffic Safety Act*, or
 - b. any Person renting a Vehicle or having the exclusive use of it under a lease or otherwise for a period of more than thirty (30) days;
 - c. and with respect to any other form of property, means the Person registered as Owner, the Person shown on the assessment roll for the Property, or the Person in lawful possession or otherwise exercising control over that property;
- 2.27 “Park,” “Parked” OR “Parking” or any word or expression of similar connotation or impart shall mean a Vehicle remaining stationary in one place, whether occupied or not, to remain standing in one place except:
- a. while actually engaging in loading or unloading passengers, or;
 - b. in compliance with a Traffic Control Device or the direction of a Peace Officer;
- 2.28 ‘Peace Officer’ means
- a. any member of the Royal Canadian Mounted Police;
 - b. any member of a Municipal Police Service;
 - c. any Special Constable;
 - d. any Bylaw Enforcement Officer; the Chief Administrative Officer or their Designated Officer.
- 2.29 “Permit” means an authorization issued by the CAO pursuant to this or any other Bylaw of the Village;
- 2.30 “Person” means any of the following:
- a. an individual;
 - b. a legal entity, including a corporation, firm, partnership, association, society, or registered company, and;
 - c. a trustee, executor, administrator, agent or employee of either a. or b.
- 2.31 “Playground Zone” means that portion of a Highway within the Village identified as a Playground Zone by a Traffic Control Device;
- 2.32 “Posted” means to erect, place or mark with Traffic Control Devices;
- 2.33 ‘Power Turns’ means to maneuver a vehicle in such a manner as to cause part of the vehicle to depart from its ordinary line of progress by the sudden use of acceleration and/or braking.

- 2.34 “Private Property” means any property within the Village not owned by or occupied by the Government of Canada, the Government of Alberta or by the Village except as otherwise indicated by express provisions of this Bylaw;
- 2.35 “*Provincial Offences Procedures Act*” means the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, as amended or appealed and replaced from time to time.
- 2.36 “Public Place” means any Highway, Park, Land, recreation area, public bridge, road, footway, square, court, Alley, passageway, whether a thoroughfare or not, and includes but is not limited to any open space which the public has or may have access to, owned by or under the direction, control, and management of the Village of Innisfree.
- 2.37 “Roadway” means that part of a Highway intended for use by vehicular traffic;
- 2.38 “Street Furniture” means every Curb, sidewalk, pole, traffic sign, waste receptacle, bench, tree, plant, grass, hydrant, Fence, utility, utility service or any Property belonging to the Municipality capable of being marked, defaced, or damaged;
- 2.39 “School Zone” means that portion of a Highway within the Village, marking the portion of Highway as a School zone;
- 2.40 “Speed Zone” means any portion of highway within the Village of Innisfree as designated therein and identified by a sign erected and maintained at each end therein, indicating the maximum speed and applicable thereto.
- 2.41 “Stop” when prohibited, means to allow a Vehicle (whether occupied or not) to stop, to load or unload, passengers, freight, or goods;
- 2.42 ‘Stunting’ means, whether as a pedestrian, passenger, or driver and whether or not with the use or aid of any vehicle or other thing, performing or engaging in any stunt or other activity on a highway that is likely to distract, startle or interfere with other users of the highway.
- 2.43 “Traffic Control Device” means any authorized sign, signal, marking, or device placed, marked, or erected for the purpose of regulating, warning, or guiding traffic or pedestrian movement;
- 2.44 “*Traffic Safety Act*” means the *Traffic Safety Act*, R.S.A. 2000, c.T-6, as amended or repealed and replaced from time to time;
- 2.45 “Trailer” means a Vehicle so designed that it:
- a. may be attached to or drawn by a motor Vehicle or tractor, and,
 - b. is intended to transport property or Persons;
and includes any Vehicle defined by Regulation as a Trailer but does not include machinery or equipment solely used in the construction or maintenance of Highways;
- 2.46 “Transit Vehicle” means a Vehicle used for public transportation including school buses;

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- 2.47 “Vehicle” means any device in or on which a Person or thing may be transported or drawn on a Highway, including a combination of Vehicles, but excludes a mobility aide being used to facilitate the transport in a normal seated orientation of a Person with a physical disability;
- 2.48 “Village” means the municipal corporation of the Village of Innisfree, in the Province of Alberta and includes the geographical area within the boundaries of the Village of Innisfree where the context so requires;
- 2.49 “Violation Ticket” means a Tag or similar documents issued pursuant to Part II and Part III of the *Provincial Offences Procedure Act* and the Regulations thereunder;
- 2.50 “Work Zone” means an area designated by Traffic Control Devices as a Work Zone for the purpose of maintenance, construction, or repairs on or near a Highway.

Part 2 – Control of Highways

3.0 Section 3 – Operations of Vehicles

- 3.1 Every Person shall obey the instructions of all Traffic Control Devices authorized under this or any other Bylaw, unless directed by a Peace Officer.
- 3.2 No person shall deface, damage, destroy or remove any sign or marker pursuant to this Bylaw.
- 3.3 Where Traffic Control Devices, including the use of signs and Flag Persons, have been placed in accordance with this or any other Bylaw, Statute or Regulation, every Person shall obey the instructions of those Traffic Control Devices for the period during which those Traffic Control Devices are in place, unless directed by a Peace Officer.
- 3.4 Notwithstanding Section 3.3, where the obstruction caused by a Vehicle is unavoidable due to mechanical failure, a Person shall not be in breach of Section 3.3, provided the Person promptly takes measures to remove the Vehicle from the Highway and does so within 72 hours.
- 3.5 The operator of a vehicle will not perform “power turns” or participate in any “stunting” on any highway within the municipality.
- 3.6 No Person shall drive, pull, or haul upon any Highway a Vehicle, with or without a load, without first having properly cleaned and removed all loose material from the Vehicle body, Vehicle box, hitch, and trailer.
- 3.7 Loads of loose material shall not be hauled on any Highway within the Village unless the load is covered in its entirety by a secure tarpaulin or similar device.
- 3.8 No Person shall drive or pull upon a Highway, any Vehicle containing a load unless that load has been secured in such a manner as to prevent the load from falling onto a Highway or any land adjacent thereto, or otherwise to prevent shifting of the load within the Vehicle.

- 3.9 No Person shall operate a Heavy Vehicle on any Highway, other than a Highway designated and properly marked as a Truck Route, as set out in Schedule 'A' attached to and forming part of this Bylaw.
- 3.10 A Heavy Vehicle will not be deemed to be operating in contravention of Section 3.7 if the Heavy Vehicle is on a direct route to/from a construction site. The Heavy Vehicle shall use Truck Routes if the route allows.

4.0 Section 4: Speed

- 4.1 No person shall be permitted to operate a vehicle on any highway within the municipality at a speed greater than 50 km per hour unless otherwise posted.
- 4.2 Notwithstanding any speed limit prescribed by or pursuant to this Bylaw, or any other Act, no Driver shall drive at any rate of speed that is unreasonable, having regard to all of the prevailing circumstances and conditions, including, without restrictions the generality of the foregoing:
- a. the nature, condition, and use of the Highway;
 - b. the atmosphere, weather or other conditions that may impede the visibility of the Driver or control of the Vehicle;
 - c. the amount of Traffic presently on the Highway, or that a Person in similar circumstances would reasonably expect to be upon the Highway; and
 - d. no mechanical condition, construction or other limitations of the Vehicle or any equipment of the Vehicle.
- 4.3 No Person shall operate a Vehicle on any alley within the Village at a speed in excess of Twenty (20) kilometers per hour.
- 4.4 On any day on which school is held, no Person shall operate a Vehicle within a School Zone (locations specified in Schedule 'A') at greater Speed than thirty (30) kilometers per hour during the following period:
- a. from 8:00 am to 5:30 pm.
- 4.5 No Person shall operate a Vehicle within a Playground Zone at any rate of speed greater than thirty (30) kilometers per hour during the period of time commencing at 8:30 am and terminating one hour after sunset. (Locations specified in Schedule A.)

5.0 Section 5 – Cyclists, Inline Skates, Skateboarding, Off-Highway Vehicles

- 5.1 No Person shall ride an Off-Highway Vehicle on any Highway within the Village unless in accordance with the Off-Highway Vehicle Bylaw 596-15, and subsequent amendments or replacements thereto.
- 5.2 Every Person using a bicycle, a skateboard, a sled, roller skates, inline skates, a toy vehicle, or other similar modes of transportation on any Highway, in accordance with the provisions of the Bylaw shall:
- a. yield the right of way to pedestrians;

- b. when passing a pedestrians use all due care, attention and control required to ensure the safety of the pedestrian;
 - c. give an audible signal before overtaking a pedestrian, produced in a reasonable time prior to the overtaking, by voice, bell or other warning audible to the pedestrian.
- 5.3 No Person shall drive or operate a Vehicle on a Highway having in tow any of the devices referred to in Section 5.2
- 5.4 No Person shall conduct a rally or race involving any devices noted as per Section 5.2, or any other similar device upon any highway or sidewalk unless authorized by the CAO or their designate. The rally or race shall be conducted in accordance with Council Policy and if required, in accordance with RCMP approval.

6.0 Section 6: Parking

- 6.1 Except as otherwise provided herein, the parking of vehicles is permitted on all highways within the municipality.
- a. to the provisions of subsection 6.1(b)(ii) no person shall park a vehicle in any lane or in any street to obstruct the entrance to any lane, to a driveway or an approach leading to private premises;
 - b. notwithstanding the provisions of subsection 6.1(b)(i) a vehicle may be parked on any lane for the purpose of taking on or discharging cargo, provided no such vehicle shall be parked for a period exceeding sixty (60) minutes at any one time, unless written permission has first been obtained from the administrator or a special constable for the municipality for an extension of such time limit.
 - c. No person shall park a vehicle in any "No Parking" area at any time where such areas are marked on the curb or signs are erected indicating the restriction of parking at such a location.
 - d. No person shall park any vehicle in excess of 4.5 tonnes on any residential street within the municipality unless written permission has been obtained from the Chief Administrative Officer.
 - e. upon a Highway or roadway within five (5) metres of a fire hydrant.
- 6.2 No Person shall Park a Vehicle on any portion of a Highway marked by a "No Parking Sign."
- 6.3 No Person shall park a Vehicle in an alley, unless a sign permits Parking, but alleys other than a designated Fire or Emergency Lane may be used for:
- a. the loading or unloading of goods or passengers from a Vehicle other than a Commercial Vehicle for a period of time not exceeding sixty (60) minutes and/or as permitted by the CAO.
- 6.4 No Person shall Park, Stop, or permit a Vehicle to be Parked, Stopped, in a designated Fire or Emergency Lane.
- 6.5 Unless otherwise designated by Traffic Control Devices:
- a. No Person shall Park a Vehicle upon any Highway in any manner except parallel to the curb or edge of the Highway, with exceptions as noted in Section 6.5c. below.

- b. Notwithstanding Section 6.5.a no Person shall Park a Vehicle upon any Highway in such a manner that any part of the Vehicle is within three (3) metres of the center line of the Highway where the portion thereof intended for vehicular traffic is ten (10) metres or more in width.
- c. Without restricting the generality of subsection (a), the Driver of a Vehicle shall angle Park on the following Highways:
 - i. both sides of the Street from 50th Avenue from 16A (Railway Avenue South) to 53rd Street and 51st Street from Highway 16A to 49th Avenue.
 - ii. as designated in subsection "f" below.
- d. Parking to be restricted to Emergency Vehicles only in front of the Innisfree Fire Hall on 49 Avenue between 51 Street and 50 Street.

Parking of Trailers or Holiday Trailers:

- 6.6 No Person shall occupy, or suffer, or permit any other Person to occupy a Trailer, Holiday Trailer upon a Highway or Village-owned Property which has not been designated for Trailer or Holiday Trailer Parking unless for a special occasion and then no longer than 48 hours or a longer time is granted.
- 6.7 Notwithstanding the provisions of 6.6, a Person may Park and occupy a Trailer or Holiday Trailer upon Village-Owned Property provided that written permission has been obtained from the CAO or their designate.
- 6.8 An Owner or Operator of a Vehicle and attached Trailer or Holiday Trailer shall not park the Vehicle and attached Trailer or Holiday Trailer on a Highway or Roadway for more than forty-eight (48) consecutive hours.
- 6.9 An Owner or Operator of a Vehicle and Trailer, or Trailer or Holiday Trailer shall not Park the Vehicle and Trailer, or Trailer or Holiday Trailer or any part thereof on a Roadway, Highway or Highway right-of-way if, in the opinion of a Peace Officer, it constitutes an obstruction, presents a safety concern, or otherwise impedes the progress of other uses of the sidewalk, pathway, Roadway, Highway or Highway right-of-way.

Commercial Vehicles

- 6.10 Any provisions of Sections 6.11 below shall not prohibit Commercial Vehicle from Parking on any Highway within the Village for the purpose of loading or unloading goods to or from the premises abutting such Highway provided that the Commercial Vehicle, or Commercial Vehicle attached shall have all front and rear hazard lights illuminated at all times and they are not blocking Vehicle or Pedestrian Traffic and are not use for the conveyance of Dangerous Goods.
- 6.11 No Person shall Park a Commercial or farm Vehicle over 3 tonnes in any residential district unless the Owner of said Commercial Vehicle has received written authorization from the CAO or their designate.

Parking of Dangerous Goods

- 6.12 Notwithstanding Section 6.10; no Person shall Park a Vehicle or Trailer used for the conveyance of Dangerous Goods except in an industrial area and,
- a. a minimum of Twenty (20) metres from any building.
- 6.13 Parking for all Vehicles transporting Dangerous Goods is solely permitted at the Petro-Can Highway Truck Stop Parking Lot (at 4705 – 53 Street.)

Disabled Person Parking

- 6.14 No Person shall Park in a Parking space designated for the exclusive use of Disabled Persons Vehicle unless such Vehicle has clearly displayed an Identification Placard Issued by the Provincial Government or bears a license plate designating it a Disabled Person Transport Vehicle and is at the time operated by, or transporting the Person to whom the Identification Placard has been issued.

Exemption for Parking Provisions

- 6.15 Notwithstanding anything appearing elsewhere in this Bylaw, the provisions relating to Parking of Vehicles do not apply to:
- a. Emergency Vehicles;
 - b. Vehicles use in conjunction with the servicing of Highways, trails, Parks and public utilities, including water and sewer systems, telephone systems, electrical systems and communication systems;
 - c. Funeral cars operated by a funeral director, during a funeral;
 - d. Towing services Vehicles,

while any such Vehicle is being used in work requiring that it be Stopped or Parked.

Removal of Vehicles

- 6.16 The CAO or Peace Officer is hereby authorized to remove and impound, or cause to be removed and impounded any Vehicle Parking in contravention of any provision of this Bylaw.

7.0 Section 7 – Obstructions and Work on Highways

- 7.1 No Person shall make, place, or allow an obstruction of any kind in, upon or above any Highways unless authority has been granted by the CAO or their designate pursuant to a Permit.
- 7.2 Every person who fails to obtain or to comply with the provisions of a permit pursuant to Subsection 7.1 shall be guilty of an offence and shall, in addition to any other Penalty, cause the removal of the obstruction within twenty-four (24) hours after being notified to do so by the CAO or their designate. After the expiration of the said twenty-four (24) hours, the CAO or their designate may cause the removal of the obstruction and such removal shall be at the expense of the Person causing, placing, or permitting the obstruction on the Highway.

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- 7.3 Every Person making or placing an obstruction of any kind in, upon, or above shall produce the Permit granted pursuant to Subsection 7.1 for inspection upon the request of a Peace Officer or a representative of the CAO or their designate.
- 7.4 Where an obstruction or any kind exists in, upon or above any highway and, in the opinion of the CAO or their designate it creates an unsafe condition, the CAO or their designate shall be entitled to take such measures as are required for the protection of life or property.
- 7.5 The Village assumes no responsibility for damage to property abutting Village property when work is being done pursuant to Sections 7.1 or 7.3.
- 7.6 No Owner or Occupant of any Premises shall allow a gate of such Premises to swing or project over a Highway.
- 7.7 No Person shall, except as otherwise provided herein or by any other Bylaw, erect or maintain any awning, signpost, or sign, which shall in any way extend over a Highway unless allowed by an Encroachment Agreement.
- 7.8 No Person shall, unless they have first obtained a Permit from the CAO or their designate, perform construction and maintenance on any Highway if the work involves:
- a. Excavation of Roadways, sidewalks, or boulevards.
- 7.9 Pursuant to Section 7.8, the CAO or their designate may revoke a Permit and require the Highway to be made passable to the satisfaction of the CAO or their designate.
- 7.10 In addition to the penalty specified in Schedule "B," all work performed without a Permit is subject to immediate stoppage and all costs incurred in making the Highway passable may be recovered from the Person responsible for the work.
- 7.11 No Person shall, unless they have obtained a Permit, and a Business License, if required, sell, or display goods or place any temporary or permanent structure related to the selling or displaying of such goods on any Highway, unless during a special event as approved by the CAO or their designate.
- 7.12 The size, form, design of structures and location of any structure erected pursuant to Subsection 7.11 must be approved by the CAO or their designate.
- 7.13 No Person shall allow trees, hedges, or shrubs on Private Property within five (5) metres of a Highway intersection, whether planted before or after the date of the passing of this Bylaw, to grow to such a height that good visibility for safe Traffic flow is thereby interfered with.
- 7.14 The CAO or their designate may require compliance with the provisions of Subsection 7.13 hereof within ten (10) days of being notified to do so. If a Person fails to comply with such a notice the CAO or their designate may direct employees or agents of the Village to enter upon the Private Property to carry out the necessary, work and may charge the cost of so doing against the Person in default.

8.0 Section 8 – Authority of Peace Officers and Enforcement

- 8.1 The CAO or any Peace officer is hereby authorized to enforce the provisions of this Bylaw.
- 8.2 A Peace Officer is hereby authorized to remove and impound or cause to be removed and impounded, any Vehicle or Trailer:
- a. parked in contravention of this Bylaw; or
 - b. where emergency conditions required that the Vehicle or Trailer be removed.
- 8.3 Any Vehicle removed pursuant to Section 8.2 may be moved to:
- a. A nearby highway; or
 - b. a place designated by the Village where it will remain impounded until claimed by its Driver/Owner.
- 8.4 No impounded Vehicle shall be released to its Owner or their agent until the removal and impound charges have been paid.
- 8.5 All charges for removal and impounding shall be in addition to any fine or penalty imposed in respect of any such Violation or, to any payment made in lieu of prosecution, as provided for in this Bylaw.
- 8.6 Where a Vehicle is impounded or stored pursuant to Section 8.2 and is not claimed within thirty (30) days of its removal, it may be disposed of in accordance with the provisions of the *Traffic Safety Act* and the Regulations.
- 8.7 In order to determine the time over which a Vehicle has been Parked in a location where Parking is restricted to a specific allotment of time, a Peace officer may place a chalk mark on the tread face of the tire of a Parked or Stopped Vehicle without the Peace Officer or the Village incurring any liability relating thereto.
- 8.8 A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any Person whom the Peace Officer has reasonable grounds to believe has contravened any portion of this Bylaw.
- 8.9 A Violation Tag may be issued to such Person:
- a. either personally; or
 - b. by attaching it to the Vehicle in respect to which an offense is alleged to have been committed; or
 - c. by mailing a copy to such Person at their last known post office address.
- 8.10 Where a Violation Tag has been attached to a Vehicle, no Person, other than the Owner or Operator of that Vehicle shall remove the Violation Tag so affixed to the Vehicle.
- 8.11 A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the CAO and shall state:
- a. the name of the Person or Vehicle description and license number
 - b. the offence;
 - c. the appropriate Penalty for the offence and specified in Schedule “B” of this Bylaw;

- d. time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
- e. any other information as may be required by the Municipal Manager.

- 8.12 Where a Violation Tag (attached as Schedule "C") has been issued pursuant to this Bylaw, the Person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the village the penalty specified on the Violation Tag.
- 8.13 Nothing in this Bylaw shall prevent an authorized Peace Officer from immediately issuing a Violation Ticket.
- 8.14 In those cases where a Violation Tag has been issued, and if the penalty is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 8.15 Notwithstanding Section 8.8 of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

9.0 **Section 9 – Penalties**

- 9.1 Any person who contravenes any of the provisions of this Bylaw is guilty of an offense and liable on summary conviction to the penalties provided in Schedule "A" of this Bylaw.

10.0 **Section 10 – Miscellaneous**

- 10.1 Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.
- 10.2 Traffic Bylaw 586-14 shall hereby be repealed.
- 10.3 This bylaw shall come into force upon receiving third and final reading and having been signed by the Mayor and CAO.

Bylaw 670-22 comes into force on the date of the third and final reading and passed unanimously by Council the 19th day of April 2022.

Read a First Time this 15th day of February 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

Read a Second Time this 15th day of March 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

Read a Third Time and finally passed this 19th day of April 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

SCHEDULE "A"
PENALTIES

FOR VIOLATION OF ALL SECTIONS OF THIS BYLAW *EXCLUDING* SECTIONS 6.4, 4.4 & 4.3:

PENALTIES FOR FIRST OFFENCE	\$ 75
PENALTIES FOR SECOND OFFENCE	\$ 150
PENALTIES FOR SUBSEQUENT OFFENCES	\$ 300

FOR VIOLATION OF SECTION 4.4 & 4.3 OF THIS BYLAW:

PENALTIES FOR A FIRST OFFENCE	\$ 300
PENALTIES FOR A SECOND OFFENCE	\$ 500
ON A SUBSEQUENT OFFENCE	\$2,500

FOR VIOLATION OF SECTION 6.4 OF THIS BYLAW:

PENALTIES FOR FIRST OFFENCE	\$ 175
PENALTIES FOR SECOND OFFENCE	\$ 400
PENALTIES FOR SUBSEQUENT OFFENCES	\$1,000

SCHEDULE "B"
TRAFFIC CONTROL DEVICES

LOCATION	TCD POSTED	ID#
51 st Avenue (Hwy 870) at 50 th Street facing East	STOP	1
51 st Street at 51 st Avenue facing North	STOP	2
51 st Avenue at Highway 870 facing West	YIELD	3
50 th Street at Railway Avenue North facing South	YIELD	4
51 st Street at Railway Avenue North facing South	YIELD	5
Railway Avenue North exiting onto 51 Avenue facing West	STOP	6
51 st Avenue at Railway Avenue South (Hwy 16A) facing South	STOP	7
51 st Avenue at 53 rd Street (Hwy 870) facing east	STOP	8
53 rd Street at Railway Avenue South (Hwy 16A) facing north	STOP	9
52 nd Street at Railway Avenue South (Hwy 16A) facing north	STOP	10
51 st Street at Railway Avenue South (Hwy 16A) facing north	STOP	11
50 th Street at Railway Avenue South (Hwy 16A) facing north	STOP	12
54 th Street at 50 th Avenue facing South	STOP	13
54 th Street at 49 th Avenue facing South	YIELD	14
54 th Street at 48 th Avenue facing South	YIELD	15
54 th Street at 50 th Avenue facing North	STOP	16
49 th Avenue at 54 th Avenue facing west	YIELD	17
50 th Avenue at 53 rd Street (Hwy 870) facing west	STOP	18
50 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	19
52 nd Street at 50 th Avenue facing south	STOP	20
52 nd Street at 50 th Avenue facing north	STOP	20
49 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	21
49 th Avenue at 53 Street (Hwy 870) facing west	STOP	22
52 nd Street at 49 th Avenue facing south	STOP	23
52 nd Street at 49 th Avenue facing north	STOP	24
49 th Avenue at 51 st Street facing east	STOP	25
49 th Avenue at 51 st Street facing west	STOP	26

48 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	27
LOCATION	TCD POSTED	ID#
48 th Avenue at 53 rd Street (Hwy 89) facing west	STOP	28
48 th Avenue at 52 nd Street facing west	YIELD	29
48 th Avenue at 51 st Street facing east	YIELD	30
48 th Avenue at 51 st Street facing west	YIELD	31
		32
OTHER TCD		
Highway 870 at Village North Corporate Limit	50 KPH	33
Highway 870 at Village South Corporate Limit	50 KPH	34
Highway 16A at Village East Corporate Limit	50 KPH	35
Highway 16A at Village West Corporate Limit	50 KPH	36
Highway 870 and 47 th Avenue facing north	SCHOOL ZONE 30 KPH	37
	8 AM – 5 PM	38
Highway 870 and 47 th Avenue facing north	Playground Zone	39
Highway 870 and 47 th Avenue facing south	School Zone & Playground Zone Ends	40/41
48 th Avenue & 54 th Street facing east	SCHOOL ZONE 30 KPH	42
	8 AM – 5 PM	43
48 th Avenue & 54 th Street facing east	Playground Zone	44
48 th Avenue & 54 th Street facing west	School Zone & Playground Zone Ends	45/46
4816 – 53 rd Street Boulevard facing south	SCHOOL ZONE 30 KPH	47
	8 AM – 5 PM	48
4816 – 53 rd Street Boulevard facing south	Playground Zone	49
4819 – 53 Street Boulevard facing north	School Zone & Playground Zone Ends	50/51
48 th Avenue and 52 nd Street facing west	SCHOOL ZONE 30 KPH	52
	8 AM – 5 PM	53
48 th Avenue and 52 nd Street facing west	Playground Zone	54
48 th Avenue and 52 nd Street facing east	School Zone & Playground Zone Ends	54/55
Against 4724 – 53 Street (Highway 870) Pull Out	Handicapped Loading/Unloading Zone Only	56
44 th Ave. & 53 rd Street (on Highway 870) facing north	50 KPH	57
5038 – 50 Street Boulevard facing north?	<i>SLOW: Children Playing</i>	58
At Back Alley behind 5204 – 50 Avenue & behind STOP SIGN (Post Office) facing south	NO Parking from 7 PM – 7 AM	59
Alongside 5116–50 Ave. on 52 nd Street facing north	Handicapped Parking Only	60

Alongside 5116-50 Ave on 52 nd Street facing north	Handicapped Access	61
5015 – 54 Street	No Parking	62-63
TRUCK/HEAVY VEHICLE ROUTES		
Highway 870 north from Highway 16, as it crosses Highway 16A, along 51 st Avenue to 50 th Street and then continue north along Highway 870 and in the reverse direction of travel		64 65
Highway 16A from the Village East Corporate Limit to the West Corporate Limit		66
Highway 16A from the Village West Corporate Limit to the East Corporate Limit		67
50 th Street from the Village North Corporate Limit to Railway Avenue South to 5007 - Railway Avenue North (Elevator) and #10 Railway Avenue North (Innisfree Seed Cleaning Plant) and in the reverse direction of travel		68 69
TRUCK/HEAVY VEHICLE PARKING		
Along 16A (Railway Avenue South) on north side of the Highway, east of Highway 870 (No Dangerous Goods)		
4705 – 53 Street (Petro-Can Truck Stop)		
DANGEROUS GOODS ROUTES		
Highway 870 exiting Highway 16, as it crosses Highway 16A, along 51 st Avenue to 50 th Street and then continue north along Highway 870 and the reverse direction of travel.		70 71
Highway 16A from the Village East Corporate Limits to the Village West Corporate Limits		72
Highway 16A from the Village West Corporate Limits to the Village East Corporate Limits		73
DANGEROUS GOODS PARKING		
4705 – 53 Street (Petro-Can Truck Stop)		
Speed Control Signage		
Highway 870 (South of Innisfree Delnorte School) Facing South for North Bound Traffic	Radar Driver Feedback Sign	74

SCHEDULE "C"

VILLAGE OF INNISFREE
VIOLATION TAG

BYLAW 670-22

DATE: _____ TIME: _____ AM/PM

NAME OF OFFENDER: _____

ADDRESS OF OFFENDER: _____

VEHICLE LICENCE # _____

VEHICLE DESCRIPTION: _____

This Tag is issued for breach of Bylaw No. 670/22

Offence: _____

Section: _____

Penalty: _____

Penalty Due Date: _____

ISSUER: _____ Date _____

Signature

Print Name

*Please make payments to the Village of Innisfree.
Address: Village of Innisfree, Box 69, Innisfree, AB T0B 2G0
Contact Number: 780-592-3886*

Collection and use of personal information: This personal information is being collected in accordance with the Municipal Government Act, R.S.A. 2000, c.M-26, (MGA) and is protected by the privacy provisions of the Freedom of Information and Privacy Act, R.S.A. 2000, c.F25 (FOIP), unless disclosures are authorized under the MGA. This information will be used to address the request above. If you have any questions about the collection and use of your information, contact the Village of Innisfree at 780-592-3886.

Request for Decision (RFD)

Topic: Bylaw 672-22 – Repealing Obsolete Bylaw 647-20
Initiated by: Administration
Attachments: Bylaw 647-20
Bylaw 672-22 – Repealing Obsolete Bylaw 647-20

Purpose(s):

1. To address proposed Bylaw 672-22 – Rescinding Obsolete Bylaw 647-20.

Background:

1. Emergency Management Bylaw 647-20 that is being presented for rescindment was approved on April 21, 2020.
2. On August 17, 2021, Regional Emergency Management Bylaw 662-20 was endorsed that repealed Municipal Emergency Management Bylaw 572-10.

Key Issues/Concepts:

1. Emergency Management Bylaw 647-20 is no longer valid with the passing of Regional Emergency Management Bylaw 662-20.
2. Administration has thoroughly reviewed the Emergency Management Bylaw(s) and contacted the regional EMA partners to confirm the requirement to repeal the individual municipality bylaw.

Options:

1. THAT Council give FIRST Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council give SECOND Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council present give Unanimous Consent to proceed with THIRD and Final Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council give THIRD and FINAL Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
2. THAT Council give FIRST Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.(defeat the motion.)
3. THAT Council provide further direction to Administration.

Financial Implications: None Identified

Relevant Policy/Legislation:

1. MGA Section 191 – Bylaws Amendment & Repeal

Political/Public Implication(s): None Identified

Recommendation:

THAT Council give FIRST Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council give SECOND Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council present give Unanimous Consent to proceed with THIRD and Final Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.
THAT Council give THIRD and FINAL Reading to Bylaw 672-22 – Rescinding Invalid Bylaw 647-20.

**A BY-LAW OF THE VILLAGE OF INNISFREE TO, IN THE PROVINCE OF ALBERTA,
TO REPEAL VILLAGE OF INNISFREE EMERGENCY MANAGEMENT BYLAW 647-
20.**

WHEREAS, pursuant to Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000 as amended, the power to pass a Bylaw under this or any other enactment includes a power to amend or repeal a Bylaw; and

WHEREAS, Council deems it appropriate to repeal an obsolete bylaw of the Village of Innisfree.

NOW THEREFORE, the Council of the Village of Innisfree assembled hereby enacts as follows:

1. This Bylaw shall be known as "Repeal Bylaw 672-22".
2. THAT Bylaw No. 647-20, Village of Innisfree Emergency Management Bylaw be repealed as it is obsolete.
3. THAT the repeal date of the above Bylaw be the date of final passage of this Bylaw.
4. THAT this Bylaw shall continue in full force and effect in perpetuity.
5. If any provision of this Bylaw is determined by a court of competent jurisdiction to be unlawful or unenforceable, that provision shall be severed from this Bylaw and shall not affect the validity of any remaining provision of this Bylaw.

Read a **FIRST, SECOND** and by **UNANIMOUS** consent of Council, a **THIRD** time and **FINALLY** passed this _____ day of _____, 2022.

Mayor J. Johnson

Chief Administrative Officer B. Magosse

Village of Innisfree
Bylaw # 647-20
Emergency Management Bylaw

**A BYLAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA
TO ESTABLISH A MUNICIPAL EMERGENCY ADVISORY COMMITTEE AND AGENCY**

WHEREAS in accordance with the *Emergency Management Act*, Chapter E-6.8, Revised Statutes of Alberta, Council is responsible: for the direction and control of its emergency response, for the preparation and approval of emergency plans and programs, for the appointment of an Emergency Advisory Committee, to establish and maintain a Municipal Emergency Management Agency, and to appoint a Director of Emergency Management;

AND WHEREAS in accordance with the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property.

NOW THEREFORE, the Council of the Village of Innisfree duly assembled enacts as follows:

1. This Bylaw may be cited as the **Emergency Management Bylaw**.

2. **Definitions**

- (a) "**Act**" means the *Emergency Management Act*, Chapter E-6.8, Revised Statutes of Alberta.
- (b) "**Agency**" means the Village of Innisfree Emergency Management Agency established under this Bylaw.
- (c) "**Village**" means the Village of Innisfree.
- (d) "**Council**" means the Council of the Village of Innisfree.
- (e) "**Committee**" means the Village of Innisfree Emergency Management Advisory Committee established under this Bylaw.
- (f) "**Disaster**" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property or the environment.
- (g) "**Emergency**" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment.
- (h) "**Minister**" means the Minister charged with administration of the Act.
- (i) "**Training**" means the training requirements prescribes by the Local Authority Emergency Management Regulation.

3. **Council's Responsibilities**

- (a) Council is responsible for the direction and control of the Village of Innisfree emergency management response unless the Province of Alberta assumes direction and control under provisions of the Act,
- (b) Council is responsible to oversee the preparation of emergency plans and programs,
- (c) Council must approve emergency plans and programs,

- (d) Council is responsible to appoint the members of the Committee,
 - (e) Council may remove any member of the Committee at any time for any reason,
 - (f) Council may by Bylaw borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Agency,
 - (g) Council may enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs,
 - (h) Council shall appoint a Director of Emergency Management and a Deputy Director of Emergency Management,
 - (i) Council may, at any time when it is satisfied that an emergency exists or may exist in the Village, by resolution make a declaration of a state of local emergency relating to all or any part of the Village.
4. A Committee to be known as the Emergency Management Advisory Committee is hereby established in and for the Village.
5. **Emergency Advisory Committee**
- (a) The Committee's purpose is to advise on the development of the Village of Innisfree emergency plans and programs,
 - (b) The Committee shall consist of three (3) Council members, and the Director of Emergency Management,
 - (c) The Village shall provide for the payment of expenses of the members of the Committee.
6. **Proceedings of the Committee**
- (a) Meetings of the Committee shall be held on a regular basis at a time to be set by resolution of the Committee, at least annually, and at such time as deemed necessary,
 - (b) A quorum of the Committee shall be at least two (2) members.
 - (c) Committee meetings may be called by any member of the Committee at any time deemed necessary,
 - (d) Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order,
 - (e) The Committee shall have the power to pledge the credit of the Village in connection with performance of their duties as outlined in this Bylaw and have the power to authorize expenditures charged against the Village.

D

7. Duties of the Committee

- (a) The Committee is responsible for preparing, drafting, and presenting for the consideration of Council the municipal emergency plan (MEP) and programs for the Village and for recommending to Council any amendments to the plan and program as required from time to time,
- (b) The Committee is responsible to review and update the MEP and related plans and programs on a regular basis,
- (c) The Committee is responsible to coordinate emergency management training and plan exercises,
- (d) Within the budget approved by Council, the Committee shall carry out a program for the promotion of the goals and objectives of the MEP,
- (e) The Committee shall foster the development of relationships with business, industry, other local authorities, special interest groups, citizens, and the Provincial Government enabling the Village of Innisfree ability to respond to emergency situations,
- (f) The Committee is responsible for public education regarding emergency situations and responsible practices or measure residents can take to prepare themselves for a state of local emergency,
- (g) The Committee will advise Council on the status of the MEP and related plans and programs at least once each year.

8. Emergency Management Agency

An Agency to be known as the Innisfree Emergency Management Agency is hereby established in and for the Village.

- (a) The Agency is responsible for the administration of the Village's emergency management program and in exercising the powers and duties under the Act.
- (b) The Agency assists in the development and executes the MEP and programs prepared by the Emergency Management Advisory Committee to address potential emergencies or disasters within the Village.
- (c) The Agency reviews the status of the MEP and related plans and programs at least once each year.

(d) The Innisfree Emergency Management Agency shall be comprised of one or more of the following as stated in the MEP and with an AEMA Field Officer as an advisor:

- i. the Director of Emergency Management,
- ii. the Deputy Director of Emergency Management,
- iii. the Director of Public Services (aka Public Works Foreman),
- iv. the Director of Family and Community Support Services and Enforcement Services, and
- v. any other person the DEM considers would be of assistance.

(e) In addition, to the members appointed pursuant to section (9) the DEM may invite members of the following organizations to nominate representatives to serve as members of the agency:

- i. Alberta Health Services,
- ii. Alberta Health Services –Emergency Medical Services,
- iii. Canadian National Railway,
- iv. ATCO Gas,
- v. the School Board Chairman or designate,
- vi. representative(s) from local business
- vii. representative(s) from mutual aid partners,
- viii. representative(s) from TELUS,
- ix. representative(s) from local industry or industrial associations,
- x. representative(s) from Alberta Environment and Water,
- xi. representative(s) from Alberta Municipal Affairs and Housing,
- xii. anybody else who might serve a useful purpose in the preparation or implementation of the MEP.

9. Director of Emergency Management (DEM)

- (a) The Chief Administrative Officer is the DEM and shall prepare and coordinate the Village of Innisfree MEP, related plans and programs.
- (b) The DEM will cause the MEP or any related plans or programs to be put into operation.
- (c) If the DEM is absent the Deputy DEM or designate is responsible to undertake the duties of the DEM.

10. Training and Qualifications

- (a) Elected officials shall comply with the training requirements of the Local Authority Emergency Management Regulation Section 8,
- (b) The Director of Emergency Management shall comply with the training requirements of the Local Authority Emergency Management Regulation Section 10
- (c) Members of the Innisfree Emergency Management Agency shall comply with the training requirements of the Local Authority Emergency Management Regulation Section 11

11. Command, Control and Coordination System

The Village of Innisfree will employ the Command, control and coordination system prescribed by the Managing Director of AEMA. It is currently the Incident Command System (ICS).

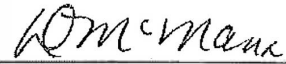
- 12. Declaration of a State of Local Emergency**
- (a) A state of local emergency (SOLE) may be declared by the Mayor and the Chief Administrative Officer when they agree that a state of local emergency exists.
 - (b) In the event the Mayor is unable to act, the current Deputy Mayor shall exercise the mayor's powers under this section.
 - (c) In the event the Mayor and Deputy Mayor are unable to act, the current Acting Mayor shall exercise the Mayor's powers under this section.
 - (d) When a state of local emergency is declared, Council must identify the nature of the emergency and the area of the Village in which it exists.
 - (e) Immediately after a declaration of a state of local emergency, Council shall cause the details of the declaration to be published by any means of communication that they consider is most likely to make know to the population of the area of the Village affected the contents of the declaration.
 - (f) Council shall forward a copy of the declaration to the Minister forthwith.
- 13.** If an evacuation order is made, every person within the area that is to be evacuated must leave the area by the deadline specified.
- 14.** No action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under this Act or the regulations during a state of local emergency.
- 15.** When, in the opinion of Council an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.
- 16.** A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when
- (a) a resolution is passed;
 - (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
 - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
- 17.** When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

This Bylaw comes into force on the day it is passed.

Read a FIRST time this 21st day of April, 2020.

Read a SECOND time this 21st day of April, 2020.

Read a THIRD time and FINALLY passed this 19th day of May, 2020.



Mayor



Chief Administrative Officer

Request for Decision (RFD)

Topic: Viability Review – Ministerial Directives
Initiated by: Administration
Attachments: 1. Letter Received December 28, 2018 – Alberta Municipal Affairs
 2. Draft Letter to the Minister of Municipal Affairs RE: Ministerial Order MSL:095/18
 3. Draft Action Plan (including timelines)
 4. 10-30 Year Infrastructure/Capital Plan (Attached to Agenda Item 7B)
 5. Approved 2022 Strategic Plan

Purpose(s):

1. To review and approve the 2022 Action Plan pursuant to Ministerial Order MSL:095/18.

Background:

1. The Village of Innisfree underwent a Municipal Viability Review 2016-2018.
2. Pursuant to the Viability Review, the Minister of Municipal Affairs issued Ministerial Order MSL:095/18 that outlined directives which the Village of Innisfree must follow.
3. Directive 3, of Ministerial Order MSL:095/18 states *“to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the action plan in directive one (1), including work completed and completion date, and work remaining and anticipated completion dates on June 1 of each year for the subsequent years;”* (2019 – 2023.)
4. Administration has prepared the following documents for Council review:
 - a. Draft Letter to the Minister of Municipal Affairs RE: Ministerial Order MSL:095/18
 - b. Draft Action Plan (including timelines)
 - c. 10-30 Year Infrastructure/Capital Plan
 - d. Approved 2022 Strategic Plan

Key Issues/Concepts:

1. Administration has reviewed and updated the Timeline Action Plan, pursuant to the Ministerial Order for Council approval (*changes are noted in red.*)
2. Ensure compliance pursuant to the Municipal Viability Review conducted in 2016-2018.
3. Ensure the Village of Innisfree remains a viable community.

Options:

1. As directed by Council.
2. That Council approve the Action Plan as presented. Further that Administration be directed to send a letter to the Minister of Municipal Affairs, on or before June 1, with the approved Action Plan, 10-30 Year Infrastructure/Capital Plan and 2022 Strategic Plan to ensure compliance with Ministerial Order MSL:095/18.
3. That Council approve the Action Plan as amended. Further that Administration be directed to send a letter to the Minister of Municipal Affairs, on or before June 1, with the approved Action Plan, 10-30 Year Infrastructure/Capital Plan and 2022 Strategic Plan to ensure compliance with Ministerial Order MSL:095/18.

Financial Implications: N/A**Relevant Policy/Legislation:**

MGA S. 130.2(3)

Political/Public Implication(s):

Compliance with Ministerial Order should demonstrate progressive action by Council has been taken.

Recommendation:

That Council approve the Action Plan as presented. Further that Administration be directed to send a letter to the Minister of Municipal Affairs, on or before June 1, with the approved Action Plan, the 10-30 Year Infrastructure/Capital Plan and 2022 Strategic Plan to ensure compliance with Ministerial Order MSL:095/18.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

RECEIVED
DEC 28 2018

AR95830

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

Dear Mayor Cannan and Council,

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

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

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

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

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

.../2

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

Sincerely,

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

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:095/18

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



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
M.L.A. Leduc-Beaumont

MINISTERIAL ORDER NO. MSL:095/18

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

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

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

Shaye Anderson
Minister of Municipal Affairs

#	Directive	Due Date
1.	<p>To ensure the village implements the recommendations in the Village of Innisfree viability plan, I direct the council:</p> <p>a. to complete a comprehensive strategic planning session where council will discuss the nine recommendations found within the Viability Plan;</p>	March 31, 2019
	<p>b. to develop an action plan (including timelines) as to how village council plans to address each of the recommendations found within the viability plan; and</p>	
	<p>c. to provide a copy of the plan, including timelines, to Municipal Affairs.</p>	
2.	<p>To address the village's long-term infrastructure planning and financial stability, I direct the council:</p> <p>a. to prepare a written capital plan describing the village's anticipated capital projects and additions, anticipated timing, anticipated costs, and allocated or anticipated funding sources over the period 2019 to 2028. The plan must address the essential infrastructure repairs and replacements summarized in the "Infrastructure" section and identified in Appendix C of the Viability Plan, or provide a rationale as to why any project is not included in the plan; and</p>	April 30, 2019
	<p>b. to provide a copy of the capital plan to Municipal Affairs.</p>	
3.	<p>I direct the council:</p> <p>a. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the action plan in Directive 1 above, including work completed and completion dates, and work remaining and anticipated completion dates, on June 1 of each year for the subsequent four years; and</p>	June 1, 2023
	<p>b. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the capital plan in Directive 2 above, including:</p> <p>i. for completed projects and additions, a description of work completed, completion dates, costs, and funding sources; and</p> <p>ii. for projects and additions not completed, a description of work to be completed, anticipated completion dates, anticipated costs, and allocated or anticipated funding sources.</p>	June 1, 2023

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



Village of Innisfree
Box 69, Innisfree, AB T0B 2G0
Phone: 780-592-3886
Email: cao@innisfree.ca
Web: www.innisfree.ca

May ____, 2022

Alberta Municipal Affairs
Office of the Minister
132 Legislature Building
10800 – 97 Avenue
Edmonton AB T5K 2B6

Sent Via:
[x] – Regular Mail
[x] – Email: minister.municipalaffairs@gov.ab.ca

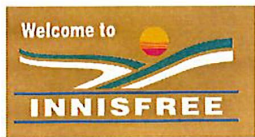
ATTENTION: Honourable Ric McIver, Minister of Municipal Affairs

Dear Honourable McIver,

RE: Letter Received December 28, 2018
Viability Review – Minister’s Directives
Ministerial Order No. MSL:095/18
Village of Innisfree

In accordance with your letter received December 28, 2018 (enclosed) regarding the Village of Innisfree’s Viability Review and Ministerial Order No. MSL:095/18, please find enclosed the following:

- a. Updated Action Plan (including timelines) in response to Directive No. 1 approved at the **May 17, 2022** Regular Council Meeting by motion **2022-05-17/ ____**.
- b. Updated 10-year, 20-year and 30-Year Action Plan, in accordance with the 2016 Infrastructure Audit conducted by AMEC Foster Wheeler, in response to Directive No. 2 approved at the **May 17, 2022** Regular Council meeting by motion **No.2022-05-17/ ____**.
- c. 2022 Strategic and Tactical Plan approved at the **April 19, 2022** Regular Council meeting by motion **No.2022-04-19/ ____**.
- d. “Draft” **May 17, 2022** Regular Council Minutes with motions approving all items listed above.
- e. Signed **April 19, 2022** Regular Council Minutes with motion approving the 2022 Strategic and Tactical Plan.



Village of Innisfree
Box 69, Innisfree, AB T0B 2G0
Phone: 780-592-3886
Email: cao@innisfree.ca
Web: www.innisfree.ca

Should you have any questions and/or concerns regarding the information listed above, please feel free to contact the Village Office at 780-592-3886 or email cao@innisfree.ca.

Thank you.

Yours Truly,

Brooke Magosse
Chief Administrative Officer
Village of Innisfree

Encl.

C.c Mayor and Council
C.c Roy Bedford. Municipal Viability Advisor, Municipal Affairs

DRAFT

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
1 – undertake a strategic planning process, with residential participation, to develop a three – year strategic plan that incorporates a service levels assessment, an operational needs assessment, and an infrastructure/capital plan	<ul style="list-style-type: none"> - The Village of Innisfree will hold a public meeting, mid-April, or early May, with residential participation, to develop a three-year strategic plan that incorporates a service level assessment, an operational needs assessment and an infrastructure/capital plan - The Village will continue to hold Strategic Planning Sessions every 2 years-annually. 	<ul style="list-style-type: none"> - Advertise and promote meeting - Prepare documents for meeting - Meet with consultant or engineer to develop an infrastructure /capital plan 	<ul style="list-style-type: none"> - Direct administration on how the Village can better their service levels, operational need, and infrastructure. 	Resolution will be required by Council to approve the strategic plan for Administration to implement and enforce.	Mid-April —Early May Annually	✓	✓	✓			

May 18, 2021 – May 17, 2022:

1. A strategic and tactical plan was developed in 2019. The Village of Innisfree’s Strategic Plan guides the Municipality along a path and provides focus and purpose to all that it does. It is the Municipality’s most important plan as it shapes the organization, the municipal programs, and services that it provides to the citizens of Innisfree. The Strategic Plan is reviewed on a quarterly basis, by Council, to address and update the objective’s.
2. The Village will continue to hold Public Meetings, to allow residents a chance to bring forward ideas and/or concerns that may assist the Village in planning for the future, as long as public health restrictions continue to permit such gatherings.
3. The Village of Innisfree, through its Public Participation and Public Engagement Policies, invited residents (residential, commercial and industrial) to provide their input into the 2022 budget by asking questions about current levels of service and future capital projects.

Approved on: _____ / Motion No.: _____

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
2 – Village should assess the administrative requirements to determine staffing needs to address the operational requirements as established by Council and the MGA	<i>The Village will continue to apply for Canada Summer Job's and STEP Funding through the province every year. Should the Village not receive funding through these grants, the Village will consider hiring casual or part-time staff to address staffing needs.</i>	<ul style="list-style-type: none"> - Apply for STEP & C.S.J. as needed. - Hire staff or summer students as part of the STEP & CSJ Funding. - Report to council all staffing needs that may be required. 	<ul style="list-style-type: none"> - Review Administrations report and provide instructions if needed. 	<i>Resolutions to hire additional staff.</i>	<i>Yearly Annually</i>	✓	✓	✓			

May 18, 2021 – May 17, 2022:

- The Village of Innisfree hired a part-time Administrative Assistant to assist the Chief Administrative Officer with daily duties.*
- The Village of Innisfree has been approved in the past for CSJ Grants and has currently applied for four (4) CSJ Approved workers for 2022.*
- The Village will continue to assess the staffing needs on a yearly basis as recommended.*

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
3 – Council should budget for staffing increases based on the results of the needs assessment.	<p>Once the Strategic Plan is completed in Mid-April or early May, the Village will have a clear understanding on what to budget for staffing. the staff budget required. This will be brought forward every year annually for consideration.</p>	<p>- Update and revise budget if necessary</p>	<p>- Review updated budget and approve. - Determine if an increase in staffing is necessary based on results of the Needs Assessment</p>	<p>Motion to approve budget if updates and/or revisions are made.</p>	<p>Yearly Annually</p>	✓	✓	✓			

May 18, 2021 – May 17, 2022:

1. *2022 Budget has been drafted, reviewed, and approved by Village Council.*
2. *The Village also budgets for yearly bonuses/honorariums to all full-time staff, as well as volunteer staff (if approved by Council).*
3. *COLA Policy has been implemented, as of January 2022. Per the approved COLA Policy, staff will be provided COLA per the CPI Index issued by the Federal Government in December annually.*
4. *Staffing needs will continue to be monitored.*

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
4 – The Village should develop a 10-year capital plan to address items in the Infrastructure study.	<i>Met with an Engineer that will assist the Village in developing a 5-10-year assisted in the development of the 10-30 Year Capital plan to address all items in the infrastructure study. This will be updated when needed.</i>	<i>Meet with engineer to give them the Villages vision and goals as per the infrastructure audit. Bring the 10-30 Year capital plan to Council meeting</i>	<i>Approve the Capital plan and provide changes and updates if necessary.</i>	<i>Motion to approve and/or amend the 10-30 Year Capital plan.</i>	<i>Yearly Annually</i>	✓	✓	✓			

May 18, 2021 – May 17, 2022:

- 1. The Village of Innisfree developed a 10,20 and 30-year infrastructure plan to address items outlined in the 2016 Amec/Foster Infrastructure Report.*
- 2. The Village of Innisfree has identified key projects, pursuant to the 10-30 Year Capital Plan, that are to be conducted in 2022.*
- 3. The Village continues to apply for funding (through provincial & federal grants) to assist with projects listed within the capital/infrastructure plan.*
- 4. The Village of Innisfree will continue to update the infrastructure plan as items are being actioned.*
- 5. Continue to meet with engineer(s) or local contractor(s) as needed.*

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
5 – The Village should engage residents in the development of the operational and capital budgets.	<i>Village is advertising advertised Council meetings highlights in the Innisfree Informer Newsletters and Social media. The Village will continue to advertise for all Council meetings, as well as meetings that involve the operational and capital budgets. The Village can also hold a public meeting dedicated to the Operational & Capital Budgets with public participation.</i>	<i>Promote the Council meetings more to the public. Encourage residents that their opinions and concerns are appreciated when developing the yearly annual budgets.</i>	<i>Promote and encourage residents to attend council meetings.</i>	<i>n/a Approved Public Participation Policy No. 1100-06 and Public Engagement Policy 1100-08</i>	<i>Monthly Annually</i>	✓	✓	✓			

May 18, 2021 – May 17, 2022:

- 1. The Village of Innisfree continues to advertise ALL council meetings held within the municipality.*
- 2. The Village of Innisfree currently advertises on social media accounts (Facebook and website), Innisfree Informer Newsletter, Village Utility Bills, and in the Village Administration Office.*
- 3. The Village of Innisfree, through its Public Participation and Public Engagement Policies, invited residents (residential, commercial and industrial) to provide their input into the 2022 budget by asking questions about current levels of service and future capital projects.*
- 4. Special Budget meeting has been set for Wednesday, April 27, 2022 to discuss the 2022 Proposed Operating Budget and Budget Forecasts.*

Approved on: _____ / Motion No.: _____

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
6 – The Village should annually discuss its capital projects with neighbouring municipalities to identify potential collaborative request for proposals (RFP) that provide cost-efficiencies.	<p><i>The Village will continue to work with neighbouring municipalities to identify potential collaborative RFP that provide cost-efficiencies.</i></p> <p><i>The Village of Innisfree will also annually discuss capital projects with our neighbouring municipalities.</i></p>	<ul style="list-style-type: none"> Identify potential collaborative opportunities with other municipalities 	<ul style="list-style-type: none"> Assist with identifying collaborative opportunities. 	Bylaws/Resolutions & possible Policies	Yearly Annually	✓	✓	✓			

May 18, 2021 – May 17, 2022:

1. *The Village of Innisfree continues to collaborate with our neighbouring municipalities in this regard.*
2. *The Village has partnered with the County of Minburn for a GIS System and access thereto.*
3. *Pursuant to the Fire Feasibility Study, conducted in 2020/2021, the Village of Innisfree and County of Minburn entered into a Joint Fire Services Agreement on January 1, 2022, which resulted in the County of Minburn obtaining full ownership of the Innisfree Fire Department. The Village of Innisfree has agreed to pay an annual requisition to the County of Minburn to this effect.*
4. *The Village of Innisfree will continue to reach out to our neighbouring municipalities on an annual basis to discuss potential collaborative opportunities (i.e. Animal Control/Bylaw Enforcement, Traffic Control Devices, etc.)*
5. *The Village has a Regional Emergency Management Agreement in place. An Orientation and training session, with all the regional partners, took place in April 2022 to review the Regional Incident Command System.*
6. *The County of Minburn continues to assist the Village Public Works and Administrative Departments.*
7. *Partnership with the Town of Vegreville to monitor ACE Water and Water Treatment Plant Facility/operations continues.*
8. *Partnered with Mannville and Minburn for the FCSS Services.*
9. *Partnered with the County of Minburn in an Intermunicipal Collaboration Framework Agreement and an Intermunicipal Development Plan.*

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
7 – The Village should look at long-term debt, special levies, and other funding opportunities for capital projects.	<i>The Village will continue to look at funding opportunities to for capital projects.</i>	<i>Seek funding opportunities that fit capital projects that are being done in each fiscal year.</i>			<i>Yearly Annually</i>	✓	✓	✓			

May 18, 2021 – May 17, 2022:

- 1. The Village of Innisfree will continue to seek funding opportunities for all capital projects that take place within the Village of Innisfree.*
- 2. The Village of Innisfree has dedicated reserves, to assist with capital projects within the Village.*
- 3. The Village of Innisfree has a Line of Credit, through the Village’s Financial Institution that has not been accessed for 8 consecutive years.*
- 4. Council has approved the collection of Infrastructure Reserves on the Monthly Utility Bills of Ratepayers.*

Approved on: _____ / Motion No.: _____

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
8 – Utility Rates should continue to be reviewed annually to ensure full cost recovery is maintained.	<p><i>Utility Rates will be brought forward yearly annually for review by Council and Administration.</i></p> <p><i>New water meters to be installed in 2022 to enhance the Village's usage and verify collection of same services to keep the water services viable. early April and the Village will have a better understanding of how much water each resident is using and will be able to charge accordingly.</i></p>	<p><i>Ensure item is brought forward yearly for review.</i></p> <p><i>Ensure Utility Rates are reviewed annually.</i></p> <p><i>Administration will also provide recommendations to Council.</i></p>	<p><i>Council will review and make appropriate motions/resolution</i></p>	<p><i>Motions/resolution to approve changes.</i></p>	<p><i>Yearly</i> <i>Annually</i></p>	✓	✓	✓			
<p><i>1. The Village has reviewed the 2022 Utility Rates.</i></p> <p><i>2. 2021 Municipal Audit recorded a \$12,500 deficit in the Water Department. The Village of Innisfree will schedule the replacement of 'non-working' water meters, as well as install meters in dwellings that are currently on a "non-metered" based monthly fee.</i></p> <p><i>3. The Village of Innisfree has been approved, through MSI Capital Grant Program, to fund the 2021, 2022 and 2023 ACE Capital Contributions, therefore allowing the Operating Budget to be unaffected.</i></p>											

Village of Innisfree – Minister Directives

Viability Review Team Recommendations in the Viability Plan	What will be done to achieve the recommendation	Who will do what? Responsibility of:		What action may be required at Council Meeting?	Progress Report	Timeline					
		Admin	Council			Resolution/Bylaw/Policy	When	2020	2021	2022	2023
9 – The Village should develop a campground surplus reserve policy to offset years when campground operating deficits result.	<i>Research will be conducted regarding campground surplus reserve policies.</i>	<ul style="list-style-type: none"> • <i>Research</i> • <i>Prepare draft policy for council to review.</i> • <i>Implement</i> 	<ul style="list-style-type: none"> • <i>Council will review and approve.</i> 	<i>Research to develop policy. Motion to pass and implement.</i>				✓			

1. The Village of Innisfree has developed and implemented a Campground Surplus Reserve Policy, pursuant to the Minister of Municipal's Affairs directive.

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

2019/2020

Item #	Project Name/Description	Amount	Proposed Funding	Details
1.02 Smoke Detectors, Carbon Monoxide Detectors, Emergency Lighting and Fire Extinguishers.				
1.02.01	Administration Office	\$1,500	Village Expense	Completed in 2020
1.02.02	Seniors Drop-In Centre	\$1,500	Village Expense	Completed in 2020
1.02.03	Prairie Bank Museum	\$1,500	Village Expense	Completed in 2020
1.02.04	Fire Hall	\$1,500	Village Expense	Completed in 2020
1.02.05	Water Treatment Plant	\$1,500	Village Expense	Completed in 2020
2.0 Inspection and Maintenance of Storm Pipes - Museum				
2.02	Building Porch, Steps and Railings at side door	\$2,375	Village Expense	Completed in 2019
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards Water Reservoir Upgrades	\$0		No transfer conducted in 2019/2020.
Prairie Bank of Commerce - Museum				
6.03	Exterior Restoration of the museum, repair exterior damage, replace windows as needed, repaint and reseal	\$17,500.00	Grant Funding - 100%	Completed - Exterior was repaired and repainted. Windows did not need to be replaced.
Administration Office				
	Barrier Free Ramp and Widening of Doorway	\$22,300	MSI Funding - 100%	Completed in 2020.
Road Rehabilitation and Drainage - Railway Ave N & 50 St				
	Reconstruction of Road and Installation of culvert to prevent flooding of residential properties	\$27,472	GTF Funding - 100%	Engineering conducted in 2019. Culvert installed in 2020. Paving set for 2021.
Old Public Works Building				
	Demolition of Old Public Works Building	\$29,400	MSI Funding - 100%	Completed in 2020
Municipal Fire Hall				
4.02	New Hot Water Tank	\$1,500.00	Village Expense - 100%	Completed.
		\$108,047		

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

2021

Reconstruction of Road and Installation of culvert to prevent flooding of residential properties	\$1,500	Village Expense	2021 - Sidewalk was re-installed due to culvert installation (100% Village Expense). Due to frost, and staffing shortage, paving did not get done in this fiscal year. Memorandum of Understanding was signed, by the Contractor and Village of Innisfree, to ensure paving is completed in 2022 at the same cost as 2021.
3 Seniors Drop-In Centre			
3.05 Correct multiple plumbing issues	\$110.00	Village Expense	Completed: Village hired a plumbing contractor to inspect the plumbing at the Seniors Drop-In Centre. No deficiencies were recognized.
4.0 Install Fire Hydrants to Increase Coverage			
4.01 54 Street at Recreation Centre & 53 Street at 49 Avenue	\$20,000.00	Grant Funding	Project deferred to 2022. Village met with contractor, to review project. Grant funding has been secured for this project.
Sidewalk Upgrades/Rehabilitation			
2 Sidewalk connections to roadways	\$18,800.00	Grant Funding	Expense is large - project to be conducted in separate stages. Project deferred to 2022 due to staffing shortage in 2021. The Village will send out RFP's in 2022.

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

3	curb ramps	\$23,600.00	Grant Funding	
Water Reservoir				
6.01	Transfer to Reserves - Funds towards water reservoir	\$2,500.00	Village Expense	Transfer to reserves recorded.
Birch Lake Campground				
8	Birch Lake Camo Kitchen - Replace wood stove	\$0.00	No expense	Completed. Wood stove to removed from day-use area. No replacement will be added.
MH Defects Requiring Immediate Repair				
3.02	MH 22 Severe Corroded Bottom	\$13,000.00	Grant Funding	Project deferred to 2022. Village to send out RFP for Engineering services in 2022.
3.03	MH 21 Bench Broken, Corroded Concrete Surface	\$500.00	Grant Funding	
3.04	MH 19 Misaligned and Failing Neck Bricks, Unknown Object	\$500.00	Grant Funding	
3.05	MH 7 Severe Misaligned Manhole Cover and Ring	\$1,000.00	Grant Funding	
		\$81,510.00		

2022			
Install Fire Hydrants to Increase Coverage			
4.01	"2021 Carry Forward" 54 Street at Recreation Centre & 53 Street at 49 Avenue	\$20,000	Grant Funding
Funding secured. Project to be conducted in 2022.			
Pipe Repair due to Structural Defects			
1.02	MH18-16 50 Ave - East of 54 Street Large joint offset, Severe pipe deformation	\$25,000	CCBF/FGTF (Application #GTF -1437)
3.01	MH 18 Broken concrete bench and missing pieces	\$500	
3.02	"2021 Carry Forward" MH 22 Severe Corroded Bottom	\$13,000	
3.03	"2021 Carry Forward" MH 21 Bench Broken, Corroded Concrete Surface	\$500	
3.04	"2021 Carry Forward" MH 19 Misaligned and Failing Neck Bricks, Unknown Object in MH	\$500	
3.05	"2021 Carry Forward" MH 7 Severe Misaligned Manhole Cover and Ring	\$1,000	
Grant Funding Secured. Engineering of project to be completed in 2022. Project to proceed in 2023. (1.02 = \$35,000 & 3.01-3.05 = \$15,500)			
Sidewalk Replacement/Rehabilitation			
2	"2021 Carry Forward" Sidewalk connections to roadways	\$10,000.00	CCBF/FGTF (Application #GTF-1187)
2	"2021 Carry Forward" C urb ramps		
Replace sidewalk on 48 Avenue (N)			
Engineering to be completed in 2022. Project to commence in 2023.			

Road Rehabilitation and Drainage - Railway Ave N & 50 St			
"2021 Carry Forward" Reconstruction of Road and Installation of Culvert to prevent flooding of residential properties.	\$24,575	Grant Funding - \$4,800 / Village Expense - \$19,775 (Reserves)	Paving of Culvert Installation site to be completed by Spectre Systems in 2022.
Prairie Bank of Commerce			
6.01 Brick Chimney reconstruct	\$0	Pending Heritage Grant / Historical Society	The Village will contact a local plumber to inspect the plumbing, drainage Lines, Vents and boiler. Once detailed inspection is complete, the Village will review and forward details to the Heritage Minister. Pending submission to Heritage Minister for Approval in 2022, likely will not proceed until 2023
6.06 Re-plumb drainage lines and correct venting problems	\$0		
6.07 Remove and replace boiler, associated piping in basement complete with new zone controls.	\$0		
Birch Lake Campground			
7 Electrical Connections (Change House/Ball Diamonds/Sites)	\$5,000	MSP Grant Funding	Village contacted Electrician to conduct a walk-through of the Birch Lake Campground. Once a detailed quote is provided, the Village will proceed to mitigate electrical concerns.
Administration Office Rehabilitation			
Administration Office Rehabilitation (Interior/Exterior)	\$50,000	MSI Capital (Application #14314)	Significant alterations to the interior/exterior of the Administration Office to improve the lifespan of municipal Infrastructure.
Water Treatment Plant			
6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$2,500	Village Expense - 100%	Transfer per Operating Budget.

10 Year Infrastructure/Capital Plan

Installation of Security Systems at the Water Treatment Plant	\$3,500	Village Expense - 100%	Updated system to be installed to assist the Village (and ACE Water) in notification with water pressure and water levels.
ACE Capital Contribution (2021-2023)	\$28,050	MSI Funding - 100%	Grant funding used towards 2022 ACE Capital Contribution.
TOTAL	\$184,125.00		

2023

Sidewalk Upgrades/Rehabilitation

1 Replace sidewalk on 48 Avenue (S)	\$50,000.00	CCBF/FGTF (Application #GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
Installation of handrails along 50 Avenue (between 54st & 53st)			

Water Treatment Plant

6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$15,454.00	Village Expense - 100%	Expense is large - Funding will be set
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Prairie Bank of Commerce

6.08 Replace Radiators for entire radiator systems and piping	\$0.00	Pending Heritage Grant / Historical Society	Per Heritage Grant Approval
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TOTAL	\$65,454.00		
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2024

Water Treatment Plant

6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$24,878.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
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Road Network Upgrades

1.02 50 Avenue from 54 Street West	\$26,330.00	Grant Funding - 100%	May be able to complete during MH Repair/Replacement.
1.03 50 Street from Railway Ave N to 51 Avenue	\$79,000.00	Grant Funding - 100%	

Sidewalk Upgrades			
Curb connection (49 Avenue & 52 St)	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$180,208.00		
2025			
Water Treatment Plant			
6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$25,624.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Sidewalk Upgrades			
North of Recreation Hall	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$75,624.00		
2026			
Water Treatment Plant			
6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$26,393.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Sidewalk Upgrades			
50 Avenue (North of Train Tracks)	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$76,393.00		

Note: 10-30 Year Infrastructure/Capital Plan may be amended upon 2022 Engineering review.

10 Year Infrastructure/Capital Plan

2027			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$27,185.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
TOTAL		\$27,185.00	
2028			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$3,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
TOTAL		\$3,500.00	
2029			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$3,500.00	Village Expense - 100% Expense is large - Funding will be set
TOTAL		\$3,500.00	

20 Year Infrastructure/Capital Plan

2030				
Item #	Project Name/Description	Amount	Proposed Funding	Details
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Pipe Repair due to Structural Defects				
1.05	MH37-38 4725-52 st broken pipe	\$22,000.00	Grant Funding - 100%	
1.06	MH38-23 48 Ave - 52 St broken pipe	\$27,000.00	Grant Funding - 100%	
1.07	MH26-25 4739 - 51 St Broken liner	\$22,000.00	Grant Funding - 100%	
TOTAL		\$79,500.00		
2031				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Road Rehabilitation				
2.09	48 Ave from 53 St to 54 St	\$6,000.00	Village Expense - 100%	
2.10	49 Ave from 53 St to 54 St	\$6,000.00	Grant Funding - 100%	
2.11	51 Avenue from 53 st to 54 st	\$6,000.00	Grant Funding - 100%	
Ditch Repair				
2.01	SE Corner of 54 Street and 49 Ave - fill and rip-rap	\$500.00	Village Expense - 100%	
Road Rehabilitation				
2.01	54 Street from 49 Ave to 51 Ave	\$6,000.00	Village Expense - 100%	
2.02	50 Avenue from 53 St to 54 St	\$6,000.00	Village Expense - 100%	
2.03	53 St from 50 Ave to 51 Ave	\$6,000.00	Village Expense - 100%	
2.04	48 Avenue from 52 St to 53 St	\$6,000.00	Village Expense - 100%	
2.05	52 Street from 47 Ave to 48 Ave	\$6,000.00	Grant Funding - 100%	
2.06	52 Street from 49 Ave to 50 Ave	\$6,000.00	Grant Funding - 100%	
2.07	51 Street from Railway Ave N to 51 Ave	\$6,000.00	Grant Funding - 100%	
2.08	54 Street from 48 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
TOTAL		\$75,000.00		

2032			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Grading around most of the building to improve expected life cycle			
1.01.01	Administrative Office	\$2,000.00	Village Expense - 100%
1.01.02	Seniors Drop in Centre	\$2,000.00	Village Expense - 100%
1.01.03	Prairie Bank Museum	\$2,000.00	Village Expense - 100%
1.01.04	Fire Hall	\$2,000.00	Grant Funding - 100% Fire Hall no Longer owned/operated by the Village of Innisfree.
1.01.05	Birch Lake Change House	\$2,000.00	Grant Funding - 100%
1.01.06	Birch Lake Picnic Shelters	\$2,000.00	Grant Funding - 100%
3.02	Seniors Drop in Centre - Down Spout Extensions	\$500.00	Village Expense - 100%
3.03	Seniors Drop In Centre - Foundation Fix Grade	\$2,000.00	Grant Funding - 100%
Pipe Repair due to Structural Defects			
1.08	MH25-24 4832 - 51 Street under cut liner at service, broken liner	\$12,000.00	Grant Funding - 100%
1.09	MH13-12 49 Ave - 51 St Broken pipe and void	\$12,000.00	Grant Funding - 100%
TOTAL		\$47,000.00	
2033			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Road Network Upgrades			
2.12	53 St from 47 Ave to 48 Ave	\$6,000.00	Grant Funding 100%
2.13	53 st from 49 Ave to 50 Ave	\$6,000.00	Grant Funding 100%
2.14	50 Ave from 52 St to 53 St	\$6,000.00	Grant Funding 100%
2.15	52 St from 48 Ave to 49 Ave	\$6,000.00	Grant Funding 100%
2.16	48 Ave from 50 St to 52 St	\$6,000.00	Village Expense - 100%

20 Year Infrastructure/Capital Plan

2.17	Railway Ave S from 51 St to 52 St	\$6,000.00	Village Expense - 100%	
New Construction				
4.01	Installation of two catch basin and storm pipe - Railway Ave S	\$48,400.00	Grant Funding 100%	
TOTAL		\$92,900.00		
2034				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Road Network Upgrades				
2.18	51 St from 47 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
2.19	50 St from 47 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
Prairie Bank of Commerce Museum				
6.05	Structural Engineer to evaluate foundation	\$3,000.00	Village Expense - 100%	
Driveway Crossings				
3.01	Reconstruct two (2) driveway crossings	\$6,800.00	Village Expense - 100%	
Road Construction				
1.01	Railway Avenue S from 50 St to 51 Street	\$52,670.00	Grant Funding - 100%	
TOTAL		\$82,970.00		
2035				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Pipe Repair due to Structural Defects				
1.01	MH35-plug 4813-54st broken pipe and large joint offset	\$14,000.00	Village Expense - 100%	
1.03	MH22-21 4723-53 Street Broken pipe	\$12,000.00	Village Expense - 100%	
1.04	MH36-37 4721 - 52 St large joint offset (displaced)	\$18,000.00	Village Expense - 100%	
Road Rehabilitation				
3.01	53 Street South of 47 Avenue	\$202,000.00	Grant Funding - 100%	
TOTAL		\$254,500.00		

2036			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.10	MH33-6 51 Ave -West of 51 St Broken Pipe and Void	\$108,000.00	Grant Funding - 100%
Road Rehabilitation			
3.02	53 Street from 48 Ave to 49 Ave	\$102,000.00	Grant Funding - 100%
TOTAL		\$218,500.00	
2037			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.11	MH8-5 Railway Ave North - 50St broken pipe	\$213,000.00	Grant Funding/Village \$200,000 - Grant / \$21,500 - Village
TOTAL		\$221,500.00	
2038			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.12	MH5-4 51 Ave - 50 St broken pipe, cracks at multiple locations	\$268,000.00	Grant Funding/Village \$200,000 - Grant / \$68,000 - Village
TOTAL		\$276,500.00	

20 Year Infrastructure/Capital Plan

Approved on: _____

Motion No.: _____

2039			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.13	MH4-3 51 Ave - 50 St broken pipe, cracks at multiple locations	\$208,000.00	Grant Funding/Village \$190,000 - Grant / \$18,000 - Village
	TOTAL	\$216,500.00	

30 Year Infrastructure/Capital Plan

2040				
Item #	Project Name/Description	Amount	Proposed Funding	Details
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
Road Rehabilitation				
3.03	49 Ave from 53 Street to 52 Street	\$52,000.00	Grant Funding - 100%	
3.04	49 Ave from 52 Street to 51 Street	\$52,000.00	Grant Funding - 100%	
TOTAL		\$158,800.00		
2041				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Inspection and Maintenance of Storm Pipes				
2.01	Stripping, Painting and caulking of exterior wall cladding	\$10,000.00	Grant/Village - 50/50	
Seniors Drop-in Centre				
3.01	New Shingles	\$10,000.00	Grant Funding - 100%	
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$74,800.00		
2042				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Inspection and Maintenance of Storm Pipes			
1.01	CCTV and Flushing Pipes	\$10,000.00	Village Expense - 100%
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
TOTAL		\$64,800.00	
2043			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.05	51 Street from 49 Ave to Railway Ave S	\$102,000.00	Grant Funding - 100%
TOTAL		\$146,800.00	
2044			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.06	50 Ave from Railway Ave S to 52 Street	\$52,000.00	Grant Funding - 100%
3.07	52 Street from 50 Ave to Railway Ave S	\$52,000.00	Grant Funding - 100%
TOTAL		\$158,800.00	
2045			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.08	Railway Ave S from 52 St to 53 St	\$102,000.00	Grant Funding - 100%
TOTAL		\$156,800.00	
2046			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.09	51 Ave from Railway Ave S to 51 St	\$102,000.00	Grant Funding - 100%
TOTAL		\$156,800.00	
2047			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.10	51 Ave from 51 Street to 50 Street	\$52,000.00	Grant Funding - 100%
TOTAL		\$106,800.00	
2048			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Approved On: _____

Motion No.: _____

Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$44,800.00		
2049				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$44,800.00		

VILLAGE OF INNISFREE
2022
STRATEGIC PLAN



INTRODUCTION

Innisfree is a friendly, community driven Village, nestled in the heart of Kalyna Country. Innisfree is sometimes called “The Hidden Village”, as it is tucked away on the side of a ridge, north of the Yellowhead Highway (Highway 16). Located 1 hour, 15 minutes east of Edmonton and 1 hour west of Lloydminster, Innisfree is perfect for a day-trip or weekend retreat, a leisurely break while enroute on the yellowhead Highway or a memorable holiday in a distinctive part of the Canadian Prairies. 100 years strong, Innisfree is a community rich with history and pride. Innisfree has a rural district population of 1250, a Village population of 187 and economic activity that revolves around the agriculture and oil and gas industries.

VISION

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

MISSION

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

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



Strategic Priority #1 – Partnerships and Collaboration

Key Objectives:

1. Continue partnership with Regional partners including the County of Minburn #27, Town of Vegreville and Village of Mannville.
2. Collaborate and show support for local organizations with the community (Ag Society, Ukrainian Dance, Library, Etc.)
3. Continue to collaborate with our Local FCSS.

Strategic Priority #2 – Safe, Healthy and Fun Community

Key Objectives:

1. Support and advocate for local RCMP.
2. Council to host events that promote the Village, but also involve the community (Canada Day, Pizza Nights, Etc.) *(keeping in mind any Public Health restrictions and regulations.)*
3. Promote use of the Community Garden.
4. Council to continue to be an active member of the Yellowhead Health Advisory Council.

Strategic Priority #3 – Ensure Viability

Key Objectives:

1. Update Municipal Viability Review reports including:
 - a. the 10-30 Year Capital Plan that outlines Infrastructure remediation requirements (as per the 2016 AMEC/Foster Infrastructure Audit); and
 - b. continue to follow up with Municipal Affairs on June 1st of each year, (2019 – 2023), to report task status per the timeline set out in Ministerial Order No. MSL:095/18 (attached).
2. Seek and secure Trading Programs/Partners that will minimize/reduce Capital & Operating Expenditures for the Municipality (i.e. RMA, County of Minburn, Etc.)

Strategic Priority #4 – Resident Communication and Engagement

Key Objectives:

1. Hold at least one Public Meeting annually (preferably in June or November) in concert with the previous year's annual audit.
2. Ensure all social media is current and up to date (i.e. Website and Facebook)
3. Promote monthly Council meeting highlights in the monthly Innisfree Informer Newsletter, Monthly Utility Newsletter as well as all social media sources in recognition of the Village's Public Participation and Public Engagement Policies.

Strategic Priority #5 – Promotion of the Community

Key Objectives:

1. Ensure the Birch Lake Campground & Innisfree Recreation Park has adequately trained staff in place to properly maintain the site and to ensure it remains a viable resource for our community and is welcoming to tourists.
2. Ensure Tax Forfeiture Properties are advertised and offered for sale, to improve the Village of Innisfree's property assessment values and to encourage future economic development.
3. Cooperate and coordinate with business development and to promote the Village's Business Incentive Policy.
4. To ensure Innisfree Museum is properly maintained to ensure it remains a viable resource for our community and is welcoming to tourists.

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See attached:

Schedule "A" – Tactical Plan

Schedule "B" – Ministerial Order

Schedule "C" – 2022 Interim Operating and 2023-2026 Budget Forecast

Schedule "D" – 2021 Financial Statement



Village of Innisfree

5016 – 50 Avenue

Box 69

Innisfree, AB

T0B 2G0

Phone: (780) 592-3886

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Website: www.innisfree.ca

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #1 – Partnerships and Collaboration

1.1 Continue partnership with Regional partners including the County of Minburn # 27, Town of Vegreville and Village of Mannville.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• County grader operators assisted the Village with snow & ice removal.• Regional ICP Orientation and workshop held on April 6 & 7, with all regional partners.• Village will continue to collaborate with Regional Partners in the future.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #1 – Partnerships and Collaboration

1.2 Collaborate and show support for local organizations with the community (Ag Society, Ukrainian Dance, Library, Etc.)
<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none">• Mayor, Council and Senior Staff will attend the Innisfree Delnorte School Sustainability Committee's event on April 14, 2022 to show support to our local school.• Village received a letter requesting financial support towards to rehabilitation of the Tennis Courts located behind the school. Administration will support the Innisfree Delnorte School Financial Society as much as possible.• Village of Innisfree will continue to collaborate and show support to the local organizations within the community.• Annual AGM for the Innisfree Fish & Game Association will be held on April 13, 2022.• Seniors Coffee is back on – Monday Mornings (9:00 AM).• Monday Night Bingo held at the Innisfree Recreation Centre.• Seniors Fun Bingo held on Wednesday Nights at the Seniors Drop-In Centre.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #1 – Partnerships and Collaboration

1.3 Continue to collaborate with our Local FCSS.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• MMI-FCSS Staff members attended the Regional ICP Orientation & Workshop held on April 6 & 7, 2022.• Village will ensure MMI-FCSS events are advertised on all social media platforms.• Village will continue to collaborate and advocate for the Local MMI-FCSS Department.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #2 – Safe, Healthy and Fun Community

2.1 Support and advocate for local RCMP
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Local Crime Stats to be presented to Mayor and Council on a quarterly basis.• The Village of Innisfree will continue to seek support from our Local RCMP Detachment for various tasks (i.e. bylaw enforcement, attendance to events, parades, etc.)
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #2 –Safe, Healthy and Fun Community

2.2 Council to host events that promote the Village, but also involve the community (Canada Day, Pizza Nights. Etc.) *(Keeping in mind any Public Health restrictions and regulations.)*

1st Quarter Update (Jan-Mar):

- No events were hosted in this quarter due to public health restrictions.
- Administration will continue to brainstorm ideas, for Councils consideration, for the second quarter (I.e. Canada Day Festivities, Pizza Night, etc.)

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #2 –Safe, Healthy and Fun Community

2.3 Promote use of the Community Garden.

1st Quarter Update (Jan-Mar):

- Advertisement for the Community Garden submitted in the March 2022 Issue of the Informer.
- Administration will gather quotes for future additions to the Community Garden.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #2 –Safe, Healthy and Fun Community

2.4 Council to continue to be an active member of the Yellowhead Health Advisory Council.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Village of Innisfree is currently an active member of the Yellowhead Health Advisory Council.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #3 – Ensure Viability

3.1 Update the Municipal Viability Review reports including: a) 10–30-year Capital Plan that outlines Infrastructure remediation requirements, and b) follow-up with Municipal Affairs on June 1st of each year, (2019-2023), to report task status per the timeline set out in Ministerial Order No. MSL:095/18.

1st Quarter Update (Jan-Mar):

- Administration to prepare documentation, for Council's approval at the May 2022 Council Meeting.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #3 – Ensure Viability

3.2 Seek and secure Trading Programs/partners that will minimize/reduce Capital and Operating Expenditures for the Municipality (i.e. RMA, County of Minburn, Etc.)
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Active member of RMA.• A lot of cooperation with County of Minburn Public Works Department.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #4 – Resident Communication and Engagement

4.1 Hold at least one Public Meeting annually (preferably in June or November) in concert with the previous year's annual audit.

1st Quarter Update (Jan-Mar):

- No updates in this quarter.
- 2021 Audit is complete. Council to set a date for Public Meeting in second quarter.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #4 – Resident Communication and Engagement

4.2 Ensure all Social Media is current and up to date (i.e. Website, Facebook Page, etc.)
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• All social media platforms remain current and up-to-date.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #4 – Resident Communication and Engagement

4.3 Promote monthly Council meeting highlights in the monthly Innisfree Informer Newsletter, Monthly Utility Newsletter as well as all social media sources in recognition of the Village's Public Participation and Public Engagement Policies.

1st Quarter Update (Jan-Mar):

- Administration will continue to promote monthly Council meeting highlights, as well as all Village related events, in the monthly Innisfree Informer, Monthly Utility Newsletters and on all social media sources per the Village's Public Participation and Public Engagement Policies.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #5 – Promotion of the Community

5.1 – Ensure Birch Lake Campground & Innisfree Recreation Park has adequately trained staff in place to properly maintain the site and to ensure it remains a viable resource for our community and is welcoming to tourists.

1st Quarter Update (Jan-Mar):

- Interviews for the Recreation Park Manager were conducted. A Park Manager has been selected and will start May 1, 2022.
- Health and safety related training will be offered, as well as training on the Camp Reservation Campground will be offered as well.
- Carbon Copy receipt books have been ordered and will be used for "walk-in" type transactions.
- Quotes for Firewood have been received in preparation for opening day.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #5 – Promotion of the Community

5.2 – Ensure Tax Forfeiture Properties are advertised and offered for sale, to improve the Village of Innisfree’s property assessment values and to encourage future economic development.

1st Quarter Update (Jan-Mar):

- Walk through of Tax Forfeiture properties conducted on March 22, 2022.
- Administration has contacted a local realtor, and will ensure Tax Forfeiture properties are listed and offered for sale.

2nd Quarter Update (April-June):

3rd Quarter Update (July – Sept):

4th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #5 – Promotion of the Community

5.3 – Cooperate and coordinate with business development and to promote the Village’s Business Incentive Policy.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• Village of Innisfree will continue to cooperate and coordinate with business development and promote the Village’s Business Incentive Policy.• Development Permit Received on March 28, 2022; The Policy was provided to this applicant.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On: April 19, 2022
Motion No.: 2022-04-19/17

Strategic Priority #5 – Promotion of the Community

5.4 – To ensure Innisfree Museum is properly maintained to ensure it remains a viable resource for our community and is welcoming to tourists.
1 st Quarter Update (Jan-Mar): <ul style="list-style-type: none">• The Village of Innisfree will continue to ensure the Museum is properly maintained to ensure it remains a viable resource for our community.
2 nd Quarter Update (April-June):
3 rd Quarter Update (July – Sept):
4 th Quarter Update (Oct – Dec):

Request for Decision (RFD)

Topic: 2022 Operating Budget & 2023-2027 Budget Forecasts
Initiated by: *Municipal Government Act*
Attachments: Proposed Detailed 2022 Operating Budget & 2023-2027 Budget Forecasts

Purpose(s):

To endorse a motion to approve the Village of Innisfree 2022 Operating Budget & the 2023-2027 Budget Forecasts as presented.

Background:

1. On December 15, 2021, the Village of Innisfree passed the 2022 Interim Operating Budget.
2. April 27, 2022, Council held a Special Budget meeting. Upon Council review, Administration made the Council recommended amendments to the draft 2022 Operating Budget & 2023-2027 Budget Forecasts.
3. The 2022 Operating budget includes a total of \$85,395 to be transferred from Capital Reserves to the Operating Budget to offset costs related to infrastructure repairs, requisition fees, etc.
4. Administration notes that \$34,880 has been allocated to Capital Reserves in the 2022 Operating Budget.
5. In this draft Operating Budget presented for Council approval, Administration reallocated \$10,000 in grant funds for Sanitary Sewer Repairs to Sidewalk Replacement/ Rehabilitation; engineering for 2022 Expenses were also adjusted; the Operating Budget was not affected.

Key Issues/Concepts:

1. A municipality is required to have an Operating Budget in place by December 31st of each calendar year.
2. In order for the Village to approve a Tax Bylaw, Council must approve the 2022 Operating Budget & the 2023-2027 Budget Forecasts.
3. Note: This Budget is "tied to" Mill Rate Scenario #3, in Agenda Item "Tax Bylaw 675-22, as per Administration recommendation.
4. The 2022 Operating Budget is presented with a 0.06% taxation increase (+\$165) which is remarkable given the significant increases to insurance, gas utilities, inflation on goods and services in recent months plus it includes the allocation of \$34,880 into future reserves! (Other municipalities in Alberta are experiencing the possibility of 3 – 10% taxation increases.)

Options:

1. As directed by Council.
2. That this item be received as information.
3. That Council approve the 2022 Operating Budget & 2023-2027 Budget Forecasts as presented.

Financial Implications:

1. It is required under the MGA that each municipality approve an operating budget, that includes the estimated amount of each expenditure and transfer, as listed under S. 243 (1).
2. The proposed Budget results in a \$165 year over year increase.

Relevant Policy/Legislation:

1. MGA, S. 242 – Adoption of an Operating Budget.
2. MGA, S. 243 (1) – Contents of Operating Budget.

Political/Public Implication(s):

The Village must, in order to continue as a credible municipality, meet its expenditures.

Recommendation:

That pursuant to Section 242 of the *Municipal Government Act*, Council hereby endorses the 2022 Operating Budget & 2023-2027 Budget Forecasts, with Revenues of \$607,307 and Expenditures of \$879,152.

Request for Decision (RFD)

Topic: 2022 Operating Budget & 2023-2027 Budget Forecasts
Initiated by: *Municipal Government Act*
Attachments: Proposed Detailed 2022 Operating Budget & 2023-2027 Budget Forecasts

Purpose(s):

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1. On December 15, 2021, the Village of Innisfree passed the 2022 Interim Operating Budget.
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3. Note: This Budget is “tied to” **Mill Rate Scenario #3**, in Agenda Item “Tax Bylaw 675-22, as per Administration recommendation.
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Options:

1. As directed by Council.
2. That this item be received as information.
3. That Council approve the 2022 Operating Budget & 2023-2027 Budget Forecasts as presented.

Financial Implications:

1. It is required under the MGA that each municipality approve an operating budget, that includes the estimated amount of each expenditure and transfer, as listed under S. 243 (1).
2. The proposed Budget results in a \$165 year over year increase.

Relevant Policy/Legislation:

1. MGA, S. 242 – Adoption of an Operating Budget.
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Political/Public Implication(s):

The Village must, in order to continue as a credible municipality, meet its expenditures.

Recommendation:

That pursuant to Section 242 of the *Municipal Government Act*, Council hereby endorses the 2022 Operating Budget & 2023-2027 Budget Forecasts, with Revenues of \$607,307 and Expenditures of \$879,152.

Approved on: _____

VILLAGE OF INNISFREE

DRAFT

Motion # 2022-05-17_____

2022 Operating Budget & 2023-2027 Budget Forecast

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<i>3% Increase</i> <u>2023 Forecast</u>	<i>3% Increase</i> <u>2024 Forecast</u>	<i>3% Increase</i> <u>2025 Forecast</u>	<i>3% Increase</i> <u>2026 Forecast</u>	<i>3% Increase</i> <u>2027 Forecast</u>
TAXATION									
1-00-00-110	Taxes Residential	166,348.76	0.00	166,000	170,980	176,109	181,393	186,834	192,439
1-00-00-111	Taxes Non-Residential	46,719.48	0.00	49,832	51,327	52,867	54,453	56,086	57,769
1-00-00-112	Taxes M & E	4,341.49	0.00	2,224	2,291	2,360	2,431	2,503	2,579
1-00-00-120	Taxes SP Levy	0.00	0.00	0	0	0	0	0	0
1-00-00-190	Taxes Linear	27,882.89	0.00	28,486	29,340	30,221	31,127	32,061	33,023
1-00-00-230	Taxes Federal GIL	1,056.16	0.00	1,208	1,245	1,282	1,320	1,360	1,401
1-00-00-240	Taxes Provincial GIL	0.00	0.00	0	0	0	0	0	0
1-00-00-250	Taxes Minimum Levy	25,643.83	0.00	26,405	27,197	28,013	28,853	29,719	30,611
1-00-00-260	Taxes - Designated Industrial Property	90.77	0.00	87	90	92	95	98	101
1-00-00-321	ASFF Residential Levy	25,858.56	0.00	25,843	26,618	27,417	28,239	29,087	29,959
1-00-00-322	ASFF Non-Residential Levy	11,173.32	0.00	11,779	12,132	12,496	12,871	13,257	13,655
1-00-00-330	Seniors Housing Levy	2,804.36	0.00	3,811	3,925	4,043	4,164	4,289	4,418
1-00-00-328	ASFF Prior Year Levy Adj Residential	1,577.48	0.00	1,319	1,359	1,399	1,441	1,485	1,529
1-00-00-329	ASFF Prior Year Levy Adj Non-Residential	608.56	0.00	608	626	645	664	684	705
* TOTAL TAXATION		314,105.66	0.00	317,602	327,130	336,944	347,053	357,464	368,188
REQUISITIONS									
2-00-00-260	Designated Industrial Property Req	0.00	0.00	87	90	92	95	98	101
2-00-00-321	ASFF Requisition Residential	26,117.36	6,529.34	27,162	27,977	28,816	29,681	30,571	31,488
2-00-00-322	ASFF Requisition Non-Residential	11,173.33	2,793.33	12,387	12,759	13,141	13,536	13,942	14,360
2-00-00-328	ASFF Prior Year Levy Adj Residential	0.00	0.00	0	0	0	0	0	0
2-00-00-329	ASFF Prior Year Adj Non-Residential	0.00	0.00	0	0	0	0	0	0
2-00-00-330	Seniors Foundation Requisition	2,825.00	3,811.00	3,811	3,925	4,043	4,164	4,289	4,418
2-01-00-754	Seniors Foundation-Req	0.00	0.00	0	0	0	0	0	0
* TOTAL REQUISITIONS		40,115.69	13,133.67	43,447	44,750	46,093	47,476	48,900	50,367
**P TOTAL TAX AVAILABLE FOR MUNICI		\$ 273,989.97	-13,133.67	274,155	282,380	290,851	299,577	308,564	317,821

Approved on: _____

VILLAGE OF INNISFREE

DRAFT

Motion # 2022-05-17 _____

2022 Operating Budget & 2023-2027 Budget Forecast

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>3% Increase 2023 Forecast</u>	<u>3% Increase 2024 Forecast</u>	<u>3% Increase 2025 Forecast</u>	<u>3% Increase 2026 Forecast</u>	<u>3% Increase 2027 Forecast</u>
TAXATION									
1-00-00-110	Taxes Residential	166,348.76	0.00	166,000	170,980	176,109	181,393	186,834	192,439
1-00-00-111	Taxes Non-Residential	46,719.48	0.00	0	0	0	0	0	0
1-00-00-112	Taxes M & E	4,341.49	0.00	2,224	2,291	2,360	2,431	2,503	2,579
1-00-00-120	Taxes SP Levy	0.00	0.00	49,832	51,327	52,866	54,452	56,086	57,768
1-00-00-190	Taxes Linear	27,882.89	0.00	28,486	29,340	30,221	31,127	32,061	33,023
1-00-00-230	Taxes Federal GIL	1,056.16	0.00	1,208	1,245	1,282	1,320	1,360	1,401
1-00-00-240	Taxes Provincial GIL	0.00	0.00	0	0	0	0	0	0
1-00-00-250	Taxes Minimum Levy	25,643.83	0.00	26,405	27,197	28,013	28,853	29,719	30,611
1-00-00-260	Taxes - Designated Industrial Property	90.77	0.00	87	90	92	95	98	101
1-00-00-321	ASFF Residential Levy	25,858.56	0.00	25,843	26,618	27,417	28,239	29,087	29,959
1-00-00-322	ASFF Non-Residential Levy	11,173.32	0.00	11,779	12,132	12,496	12,871	13,257	13,655
1-00-00-330	Seniors Housing Levy	2,804.36	0.00	3,811	3,925	4,043	4,164	4,289	4,418
1-00-00-328	ASFF Prior Year Levy Adj Residential	1,577.48	0.00	1,319	1,359	1,399	1,441	1,485	1,529
1-00-00-329	ASFF Prior Year Levy Adj Non-Residential	608.56	0.00	608	626	645	664	684	705
* TOTAL TAXATION		314,105.66	0.00	317,602	327,130	336,944	347,052	357,464	368,188
REQUISITIONS									
2-00-00-260	Designated Industrial Property Req	0.00	0.00	87	90	92	95	98	101
2-00-00-321	ASFF Requisition Residential	26,117.36	6,529.34	27,162	27,977	28,816	29,681	30,571	31,488
2-00-00-322	ASFF Requisition Non-Residential	11,173.33	2,793.33	12,387	12,759	13,141	13,536	13,942	14,360
2-00-00-328	ASFF Prior Year Levy Adj Residential	0.00	0.00	0	0	0	0	0	0
2-00-00-329	ASFF Prior Year Adj Non-Residential	0.00	0.00	0	0	0	0	0	0
2-00-00-330	Seniors Foundation Requisition	2,825.00	3,811.00	3,811	3,925	4,043	4,164	4,289	4,418
2-01-00-754	Seniors Foundation-Req	0.00	0.00	0	0	0	0	0	0
* TOTAL REQUISITIONS		40,115.69	13,133.67	43,447	44,750	46,093	47,476	48,900	50,367
**P TOTAL TAX AVAILABLE FOR MUNICI		\$ 273,989.97	-13,133.67	274,155	282,380	290,851	299,577	308,564	317,821

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
GENERAL REVENUE									
1-00-00-510	Penalties Taxes	21,117.75	18,722.74	27,000	27,810	28,644	29,504	30,389	31,300
1-00-00-540	Franchise Fees - Natural Gas	21,550.23	7,099.20	28,025	28,866	29,732	30,624	31,542	32,489
1-00-00-541	Franchise Fees - Electricity	13,654.52	2,872.48	15,200	15,656	16,126	16,609	17,108	17,621
1-00-00-550	Bank Interest (General Operating)	328.12	426.35	1,500	1,545	1,591	1,639	1,688	1,739
1-00-00-551	Bank Interest - Grants	818.09	562.17	2,500	2,575	2,652	2,732	2,814	2,898
1-00-00-552	Bank Interest - Reserves	307.08	71.91	300	309	318	328	338	348
1-00-00-553	Bank Interest - Tax Recovery '09 (TBill)	0.98	0.50	2	4	6	8	10	12
1-01-00-590	Other Revenue Own Sources Invest	183.04	35.00	550	567	583	601	619	638
1-01-00-790	Sale of Assets Gain/Loss	0.00	0.00	0	0	0	0	0	0
1-11-00-765	Transfer from Reserves General	5,000.00	0.00	25,000	0	0	0	0	0
**	TOTAL GENERAL REVENUE	62,959.81	29,790.35	100,077	77,331	79,653	82,044	84,508	87,045
ADMIN REVENUE									
1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	0.00	0.00	0	0	0	0	0	0
1-12-00-290	Election (Senate/Referendum)	4,000.00	0.00	0	0	0	0	0	0
1-12-00-401	Sales Photocopies, Faxes, Services	1,231.18	335.23	1,350	1,391	1,432	1,475	1,519	1,565
1-12-00-402	Bank Fees Collected	0.00	75.00	150	155	159	164	169	174
1-12-00-560	Rental Revenue Adm	8,503.60	1,894.28	8,500	8,755	9,018	9,288	9,567	9,854
1-12-00-590	Other Revenue Own Sources Adm	6,845.76	442.94	1,750	1,803	1,857	1,912	1,970	2,029
1-12-00-765	Transfer from Reserves - Adm	0.00	0.00	5,620	0	0	0	0	0
1-12-00-840	Grants Conditional Provincial Adm	36,768.00	0.00	0	0	0	0	0	0
1-12-00-841	Provincial Grant Capital	24,113.37	0.00	50,000	0	0	0	0	0
**	TOTAL ADMIN REVENUE	81,461.91	2,747.45	67,370	12,103	12,466	12,840	13,225	13,621
FINE REVENUE									
1-21-00-530	Fines Police	100.00	0.00	100	100	100	100	100	100
**	TOTAL FINE REVENUE	100.00	0.00	100	100	100	100	100	100
FIRE REVENUE									
1-23-00-410	Fees Fire Fighting	9,669.91	187.50	500	0	0	0	0	0
1-23-00-765	Transfer from Reserves Fire	2,000.00	0.00	5,000	5,000	5,000	5,000	5,000	5,000
1-23-00-841	Provincial Grants - Fire	0.00	0.00	1,225	0	0	0	0	0
1-23-00-850	Joint Fire Services Agreement	21,044.26	0.00	0	0	0	0	0	0
1-23-00-990	Proceeds of Capital Disposal Fire	0.00	0.00	0	0	0	0	0	0
**	TOTAL FIRE REVENUE	11,669.91	187.50	6,725	5,000	5,000	5,000	5,000	5,000

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
BYLAW REVENUE									
1-26-00-522	License Animal	957.00	1,045.00	1,100	1,133	1,167	1,202	1,238	1,275
1-26-00-523	Business Licenses	375.00	460.00	500	515	530	546	563	580
1-26-00-590	Fines Bylaw	0.00	0.00	0	0	0	0	0	0
**	TOTAL BYLAW REVENUE	1,332.00	1,505.00	1,600	1,648	1,697	1,748	1,801	1,855
PUBLIC WORKS REVENUE									
1-32-00-560	PW Rental Revenue	840.48	850.00	2,500	2,575	2,652	2,732	2,814	2,898
1-32-00-430	Sales Service (Grass, Snow)	1,469.05	0.00	0	0	0	0	0	0
1-32-00-765	Transfer From Operating Reserves PW	10,130.00	0.00	19,775	0	0	0	0	0
1-32-00-830	Grants Federal (CSJ) PW	2,992.50	0.00	2,100	2,100	2,100	2,100	2,100	2,100
1-32-00-840	Grants Provincial - Operating	0.00	0.00	0	0	0	0	0	0
1-32-00-841	Grants Infrastructure Provincial PW	0.00	0.00	30,000	0	0	0	0	0
1-32-00-850	FEDERAL GRANTS	0.00	0.00	4,800	0	0	0	0	0
1-32-00-990	Proceeds of Capital Disposal PW	0.00	0.00	0	0	0	0	0	0
**	TOTAL PUBLIC WORKS REVENUE	15,432.03	850.00	59,175	4,675	4,752	4,832	4,914	4,998
STORMWATER REVENUE									
1-37-00-000	Grants - Provincial Capital	0.00	0.00	0	0	0	0	0	0
1-37-00-410	Stormwater Infrastructure Renewal	4,660.85	1,192.13	4,780	4,923	5,071	5,223	5,380	5,541
1-37-00-510	Penalties-Stormwater	0.00	0.00	0	0	0	0	0	0
1-37-00-850	Grant - Federal Capital	0.00	0.00	0	0	0	0	0	0
**	TOTAL STORMWATER REVENUE	4,660.85	1,192.13	4,780	4,923	5,071	5,223	5,380	5,541
WATER REVENUE									
1-41-00-410	Water Consumption	43,583.39	10,624.71	42,500	43,775	45,088	46,441	47,834	49,269
1-41-00-411	Regional Water Fund	22,873.74	5,860.00	23,450	24,154	24,878	25,624	26,393	27,185
1-41-00-412	Water Base Fee	27,834.99	7,287.10	29,150	30,025	30,925	31,853	32,809	33,793
1-41-00-510	Penalties Water	2,775.08	733.59	2,950	3,039	3,130	3,224	3,320	3,420
1-41-00-511	Penalties-Regional Water Fund	0.00	0.00	0	0	0	0	0	0
1-41-00-765	Transfer from Reserves Water	0.00	0.00	0	0	0	0	0	0
1-41-00-841	Provincial Grant Capital	37,400.00	0.00	48,050	8,700	0	0	0	0
**	TOTAL WATER REVENUE	134,467.20	24,505.40	146,100	109,692	104,021	107,142	110,356	113,667

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
CULTURAL REVENUE									
1-74-00-400	Van Revenue (Community)	0.00	0.00	0	0	0	0	0	0
1-74-00-415	Museum Donations	0.00	0.00	0	0	0	0	0	0
1-74-00-557	Museum Cost Recovery	0.00	0.00	0	0	0	0	0	0
1-74-00-591	Revenue Own Sources Culture	0.00	0.00	0	0	0	0	0	0
1-74-00-830	Grants Conditional Federeal Cultural	0.00	0.00	0	0	0	0	0	0
1-74-00-840	Grants Conditional Provincial Cultural	0.00	0.00	0	0	0	0	0	0
1-74-00-860	Other Revenue Own Sources Library	0.00	0.00	0	0	0	0	0	0
1-74-00-900	Recoveries Insurance Cultural	0.00	0.00	0	0	0	0	0	0
**	TOTAL CULTURAL REVENUE	0.00	0.00	0	0	0	0	0	0
***	TOTAL REVENUE	720,630.40	73,998.44	881,462	630,535	640,213	659,142	678,639	698,721
COUNCIL EXPENSE									
2-11-00-130	Employer Cont Source Deductions	10.58	15.59	200	206	212	219	225	232
2-11-00-135	WCB Council	0.00	143.41	145	149	154	158	163	168
2-11-00-151	Fees Council	6,407.50	2,498.75	8,000	8,240	8,487	8,742	9,004	9,274
2-11-00-211	Travel/Subsistence Council	716.87	129.55	2,500	2,575	2,652	2,732	2,814	2,898
2-11-00-212	Conventions/Seminars Council	1,725.01	330.00	2,500	2,575	2,652	2,732	2,814	2,898
2-11-00-274	Council Insurance	0.00	0.00	0	0	0	0	0	0
**	TOTAL COUNCIL EXPENSE	8,859.96	3,117.30	13,345	13,745	14,158	14,582	15,020	15,471
GENERAL EXPENSE									
2-19-00-274	General Insurance	5,128.41	6,355.01	6,355	6,546	6,742	6,944	7,153	7,367
**	TOTAL GENERAL EXPENSE	5,128.41	6,355.01	6,355	6,546	6,742	6,944	7,153	7,367
ADMIN EXPENSE									
2-12-00-110	Salaries & Wages Adm	67,562.54	23,008.86	53,360	54,961	56,610	58,308	60,057	61,859
2-12-00-111	Honorarium (Admin)	600.00	0.00	1,000	1,030	1,061	1,093	1,126	1,159
2-12-00-115	Salaries & Wages Assistant Adm	0.00	0.00	31,180	32,115	33,079	34,071	35,093	36,146
2-12-00-120	Salaries & Wages Casual	0.00	0.00	0	0	0	0	0	0
2-12-00-130	Employer Contributions Source Adm	4,317.02	1,646.87	4,470	4,604	4,742	4,884	5,031	5,182
2-12-00-131	Employer Benefits Adm	7,711.24	3,317.68	13,250	13,648	14,057	14,479	14,913	15,360
2-12-00-135	Workers Compensation ADM	2,138.99	318.12	1,420	1,463	1,506	1,552	1,598	1,646
2-12-00-211	Travel/Subsistence Adm	79.48	265.42	1,500	1,545	1,591	1,639	1,688	1,739
2-12-00-212	Education Adm	0.00	0.00	0	0	0	0	0	0
2-12-00-213	Health & Safety Training - Adm	0.00	99.98	530	546	562	579	597	614
2-12-00-215	Telecommunications	3,343.63	1,177.55	3,550	3,657	3,766	3,879	3,996	4,115
2-12-00-216	Postage & Freight	590.82	174.02	600	618	637	656	675	696

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
SEWER REVENUE									
1-42-00-410	Billings Sewer	35,035.58	8,955.10	35,850	36,926	38,033	39,174	40,349	41,560
1-42-00-510	Sanitary Sewer Penalties	0.00	0.00	0	0	0	0	0	0
1-42-00-764	Transfer from Reserves Sewer	5,000.00	0.00	0	0	0	0	0	0
1-42-00-840	Provincial Grants Capital	0.00	0.00	40,500	0	0	0	0	0
**	TOTAL SEWER REVENUE	40,035.58	8,955.10	76,350	36,926	38,033	39,174	40,349	41,560
SOLID WASTE									
1-43-00-410	Billings Garbage	46,662.62	11,921.28	47,680	49,110	50,584	52,101	53,664	55,274
1-43-00-411	Regional SWM Infrastructure Fee	17,539.74	4,527.90	18,100	18,643	19,202	19,778	20,372	20,983
1-43-00-510	Penalties - Solid Waste	0.00	0.00	0	0	0	0	0	0
1-43-00-511	Penalties SWM Fee	0.00	0.00	0	0	0	0	0	0
1-43-00-764	Transfer from Contributed Reserve Garbag	0.00	0.00	0	0	0	0	0	0
**	TOTAL SOLID WASTE	64,202.36	16,449.18	65,780	67,753	69,786	71,880	74,036	76,257
LAND REVENUE									
1-61-00-250	Sale of Land	857.14	0.00	0	0	0	0	0	0
1-61-00-765	Transfer from Reserves	0.00	0.00	30,000	0	0	0	0	0
**	TOTAL LAND REVENUE	857.14	0.00	30,000	0	0	0	0	0
PLANNING REVENUE									
1-66-00-522	Permits (Development, Subdivision)	150.00	75.00	150	155	159	164	169	174
**	TOTAL LAND REVENUE	150.00	75.00	150	155	159	164	169	174
RECREATION REVENUE									
1-72-00-415	Rec Park Donations	0.00	875.00	1,000	0	0	0	0	0
1-72-00-590	Fees Park Grounds	20,175.14	0.00	22,000	22,660	23,340	24,040	24,761	25,504
1-72-00-591	Fees Park Concession	0.00	0.00	1,500	1,545	1,591	1,639	1,688	1,739
1-72-00-592	Fees Park Firewood	1,380.00	0.00	1,500	1,545	1,591	1,639	1,688	1,739
1-72-00-760	Disposition Proceeds	0.00	0.00	0	0	0	0	0	0
1-72-00-764	Transfer to Operating Reserves	0.00	0.00	0	0	0	0	0	0
1-72-00-765	Transfer from Reserves Recreation	5,000.00	0.00	0	0	0	0	0	0
1-72-00-830	Federal Conditional Grants	2,756.50	0.00	2,100	2,100	2,100	2,100	2,100	2,100
1-72-00-841	PROVINCIAL GRANT - CAPITAL	0.00	0.00	21,000	0	0	0	0	0
**	TOTAL RECREATION REVENUE	29,311.64	875.00	49,100	27,850	28,623	29,418	30,238	31,082

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
2-12-00-217	Website Costs	1,175.00	0.00	1,270	1,308	1,347	1,388	1,429	1,472
2-12-00-220	Membership Dues Adm	1,243.99	1,583.53	1,850	1,906	1,963	2,022	2,082	2,145
2-12-00-221	Advertising/Printing/Subscriptions Adm	4,809.10	745.15	5,000	5,150	5,305	5,464	5,628	5,796
2-12-00-230	Audit/Assessor Fees Adm	24,250.00	20,300.00	25,000	25,750	26,523	27,318	28,138	28,982
2-12-00-250	Contracted Services Adm	21,703.30	1,939.64	10,000	10,300	10,609	10,927	11,255	11,593
2-12-00-274	Insurance Adm	959.07	1,026.21	1,026	1,057	1,088	1,121	1,155	1,189
2-12-00-290	Election/Census Expense Adm	2,601.55	328.77	750	1,500	750	3,000	750	750
2-12-00-510	Goods, Materials & Supplies Adm	6,832.44	1,335.50	60,575	10,500	11,000	11,500	12,000	12,500
2-12-00-540	Utilities Heat Adm	1,313.47	324.32	1,700	1,751	1,804	1,858	1,913	1,971
2-12-00-541	Utilities Power Adm	2,940.08	247.00	2,500	2,575	2,652	2,732	2,814	2,898
2-12-00-543	Utilities Water&Sewer Adm	0.00	110.79	1,380	1,421	1,464	1,508	1,553	1,600
2-12-00-650	Provision Doubtful Accounts	11,890.92	1,809.71	30,000	20,000	15,000	10,000	10,000	10,000
2-12-00-762	Transfer to Capital Adm	0.00	0.00	0	0	0	0	0	0
2-12-00-765	Transfer to Reserves Adm	0.00	0.00	1,500	2,000	2,500	3,000	3,500	4,000
2-12-00-810	Bank Charges Adm	1,748.91	685.52	2,500	2,575	2,652	2,732	2,814	2,898
2-12-00-830	Bank Interest/Overdraft Fees Adm	0.00	0.00	0	0	0	0	0	0
2-12-00-910	Outages/Account for Penny Loss	0.00	0.00	0	0	0	0	0	0
2-12-00-911	Land Title Charges	620.00	30.00	250	258	265	273	281	290
2-12-00-995	Legal Expenses	12,850.10	0.00	5,000	5,150	5,305	5,464	5,628	5,796
2-12-00-770	Grants to Organizations Adm	12,000.00	0.00	0	0	0	0	0	0
**	TOTAL ADMIN EXPENSE (Less Amortization)	193,281.65	60,474.64	261,161	207,386	207,838	211,445	215,714	222,398

FIRE EXPENSE

2-23-00-120	Salaries & Wages Fire	15,625.20	0.00	0		0	0	0	0
2-23-00-135	WCB Fire	0.00	0.00	0	0	0	0	0	0
2-23-00-211	Travel & Subsistence Fire	0.00	0.00	0	0	0	0	0	0
2-23-00-215	Telecommunications Fire	3,257.92	947.62	950	950	950	950	950	950
2-23-00-217	Freight & Postage Fire	723.27	0.92	10	0	0	0	0	0
2-23-00-221	Advertising/Printing/Subscriptions Fire	250.00	0.00	0	0	0	0	0	0
2-23-00-330	Joint Fire Services Requisition (Annual)	0.00	0.00	5,000	5,000	5,000	5,000	5,000	5,000
2-23-00-234	Training Fire	950.00	0.00	0	0	0	0	0	0
2-23-00-250	Contracted Services Fire	592.93	6,115.00	0	0	0	0	0	0
2-23-00-274	Insurance Fire	1,605.55	1,880.27	0	0	0	0	0	0
2-23-00-330	Fire Requisition - Joint F.S.A.	0.00	0.00	0	0	0	0	0	0
2-23-00-510	Supplies, Goods & Equipment Fire	11,885.09	1,225.00	1,225	0	0	0	0	0
2-23-00-521	Fuel & Oil Fire	327.30	0.00	0	0	0	0	0	0
2-23-00-540	Utilities Heat Fire	2,854.42	(213.41)	0	0	0	0	0	0
2-23-00-541	Utilities Power Fire	1,918.81	(289.49)	0	0	0	0	0	0
2-23-00-543	Utilities Water & Sewer Fire	0.00	0.00	0	0	0	0	0	0
2-23-00-762	Transfer to Capital Reserves Fire	1,500.00	0.00	0	0	0	0	0	0

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2-23-00-770	Grants to Organizations Fire	0.00	0.00	0	0	0	0	0	0
2-23-00-840	Operational Grant Local Government Fire	0.00	0.00	0	0	0	0	0	0
**	TOTAL FIRE EXPENSE (Less Amortization)	41,490.49	9,665.91	7,185	5,950	5,950	5,950	5,950	5,950
EMGERENCY SERVICE EXPENSE									
2-25-00-300	Ambulance Requisition	0.00	0.00	0	0	0	0	0	0
2-25-00-310	911 Requisition	1,204.20	0.00	1,205	1,241	1,278	1,317	1,356	1,397
2-25-00-330	Police Funding Model (Cost Share)	3,742.00	5,616.00	5,620	5,789	5,962	6,141	6,325	6,515
**	TOTAL EMGERENCY SERVICE EXPENS	4,946.20	5,616.00	6,825	7,030	7,241	7,458	7,682	7,912
BYLAW EXPENSE									
2-26-00-216	Postage & Freight - Bylaw	0.00	38.11	100	103	106	109	113	116
2-26-00-221	Bylaw Advertising	0.00	0.00	0	0	0	0	0	0
2-26-00-222	Bylaw Enforcement Costs	0.00	264.96	550	567	583	601	619	638
2-26-00-510	Bylaw Enforcement Goods & Materials	0.00	336.14	345	355	366	377	388	400
**	TOTAL BYLAW EXPENSE	0.00	639.21	995	1,025	1,056	1,087	1,120	1,153
PUBLIC WORKS EXPENSE									
2-32-00-110	Salaries & Wages PW	20,559.24	4,779.16	17,912	18,449	19,003	19,573	20,160	20,765
2-32-00-111	Honorarium (PW)	450.00	0.00	500	515	530	546	563	580
2-32-00-115	Salaries & Wages Casual PW	3,990.00	0.00	2,205	2,271	2,339	2,409	2,482	2,556
2-32-00-130	Employer Contributions Source PW	1,571.79	312.03	1,805	1,859	1,915	1,972	2,032	2,092
2-32-00-131	Employer Benefits PW	1,660.74	542.08	2,350	2,420	2,493	2,568	2,645	2,724
2-32-00-135	WCB	0.00	94.36	470	484	499	514	529	545
2-32-00-211	Travel & Subsistence PW	0.00	0.00	0	0	0	0	0	0
2-32-00-213	Health & Safety Training - PW	0.00	279.95	2,020	2,081	2,143	2,207	2,274	2,342
2-32-00-215	Telecommunications PW	2,413.72	644.12	2,675	2,755	2,838	2,923	3,011	3,101
2-32-00-217	Freight & Postage PW	47.00	0.92	75	77	80	82	84	87
2-32-00-221	Advertising/Printing/Subscriptions PW	0.00	0.00	0	0	0	0	0	0
2-32-00-250	Contracted Services PW	575.88	91.98	580	597	615	634	653	672
2-32-00-270	CN Services PW	130.00	0.00	130	134	138	142	146	151
2-32-00-274	Insurance PW	2,766.29	1,707.65	1,710	1,761	1,814	1,869	1,925	1,982
2-32-00-510	Goods, Supplies & Materials PW	10,321.57	3,430.34	64,575	15,000	15,450	15,914	16,391	16,883
2-32-00-521	Fuel & Oil PW	5,889.35	1,689.12	7,500	7,725	7,957	8,195	8,441	8,695
2-32-00-540	Utilities Heat PW	1,960.19	730.35	3,500	3,605	3,713	3,825	3,939	4,057
2-32-00-541	Utilities Power (Street/Shop) PW	49,068.68	4,743.28	53,500	55,105	56,758	58,461	60,215	62,021
2-32-00-543	Utilities Water/Sewer PW	0.00	568.93	0	0	0	0	0	0
2-32-00-762	Transfer to Capital PW	2,500.00	0.00	3,000	3,500	4,000	4,500	5,000	5,500
**	TOTAL PUBLIC WORKS EXPENSE	103,904.45	19,614.27	164,507	118,340	122,285	126,333	130,488	134,753

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
STORM DRAINAGE EXPENSE									
2-37-00-250	Contracted Services - Storm Drainage	0.00	0.00	0	0	0	0	0	0
2-37-00-510	Goods & Equipment Repairs - Storm Drainage	0.00	0.00	3,500	3,605	3,713	3,825	3,939	4,057
2-37-00-762	Contribution to Capital - Storm Drainage	4,775.00	0.00	4,780	4,923	5,071	5,223	5,380	5,541
**	TOTAL STORM DRAINAGE EXPENSE	4,775.00	0.00	8,280	8,528	8,784	9,048	9,319	9,599
WATER EXPENSES									
2-41-00-110	Salaries & Wages Water	8,337.59	2,048.21	7,680	7,910	8,148	8,392	8,644	8,903
2-41-00-120	Salaries & Wages Casual Water	0.00	0.00	0	0	0	0	0	0
2-41-00-130	Employer Contributions Source Water	499.68	133.73	545	561	578	596	613	632
2-41-00-131	Employer Benefits Water	691.08	232.31	1,010	1,040	1,072	1,104	1,137	1,171
2-41-00-211	Travel & Subsistence Water	0.00	320.00	1,920	1,978	2,037	2,098	2,161	2,226
2-41-00-215	Telecommunications - Water	1,783.16	623.14	2,500	2,575	2,652	2,732	2,814	2,898
2-41-00-217	Freight & Postage - Water	108.70	199.03	715	736	759	781	805	829
2-41-00-250	Contracted Services Water	12,749.35	1,119.58	12,750	13,133	13,526	13,932	14,350	14,781
2-41-00-270	Licenses & Permits Water	0.00	0.00	0	0	0	0	0	0
2-41-00-274	Insurance Water	2,166.66	2,318.34	2,320	2,390	2,461	2,535	2,611	2,690
2-41-00-350	ACE Regional Water Purchase	55,734.80	7,408.80	55,750	57,423	59,145	60,920	62,747	64,630
2-41-00-510	Goods, Supplies & Materials Water	9,578.71	203.55	25,500	10,500	11,000	11,500	12,000	12,500
2-41-00-540	Utilities Heat Water Plant	1,965.10	299.51	2,600	2,678	2,758	2,841	2,926	3,014
2-41-00-541	Utilities Power Water Plant	6,418.98	633.12	7,000	7,210	7,426	7,649	7,879	8,115
2-41-00-762	Transfer to Reserves Water	2,500.00	0.00	2,500	15,454	24,878	25,624	26,393	27,185
2-41-00-830	Debt Interest Water	0.00	0.00	0	0	0	0	0	0
2-41-00-831	Debt Principal Water	0.00	0.00	0	0	0	0	0	0
2-41-00-840	750-Capital ACE Water Contribution	37,400.00	0.00	28,050	8,700	0	0	0	0
**	TOTAL WATER EXPENSES	139,933.81	15,539.32	150,840	132,288	136,441	140,704	145,080	149,573
SEWER EXPENSE									
2-42-00-110	Salaries & Wages Sewer	5,846.00	2,035.29	7,680	7,910	8,148	8,392	8,644	8,903
2-42-00-130	Employer Contributions Source Sewer	330.85	133.73	545	561	578	596	613	632
2-42-00-131	Employer Benefits Sewer	239.80	232.31	1,010	1,040	1,072	1,104	1,137	1,171
2-42-00-215	Freight/Phone/Postage Sewer	0.00	27.91	75	77	80	82	84	87
2-42-00-250	Contracted Services Sewer	0.00	0.00	570	587	605	623	642	661
2-42-00-274	Insurance Sewer	1,439.63	1,540.42	1,550	1,597	1,644	1,694	1,745	1,797
2-42-00-510	Goods, Supplies & Materials Sewer	11,237.50	0.00	55,500	12,000	12,500	13,000	13,500	14,000
2-42-00-541	Utilities Power Sewer Lift Stations	6,486.88	778.11	7,000	7,210	7,426	7,649	7,879	8,115
2-42-00-762	Transfer to Capital Sewer	2,500.00	0.00	2,500	3,000	3,500	4,000	4,500	5,000
**	TOTAL SEWER EXPENSE	28,080.66	4,747.77	76,430	33,983	35,552	37,139	38,743	40,365

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
GARBAGE EXPENSE									
2-43-00-110	Salaries & Wages Garbage	16,132.26	4,792.12	17,915	18,452	19,006	19,576	20,163	20,768
2-43-00-120	Salaries & Wages Casual Garbage	0.00	0.00	2,205	2,271	2,339	2,409	2,482	2,556
2-43-00-130	Employer Contributions Source Garbage	947.62	388.19	1,805	1,859	1,915	1,972	2,032	2,092
2-43-00-131	Employer Benefits Garbage	1,010.70	670.50	2,350	2,421	2,493	2,568	2,645	2,724
2-43-00-135	WCB	0.00	0.00	470	484	499	514	529	545
2-43-00-250	Contracted Services Garbage	26,185.45	2,258.00	26,500	27,295	28,114	28,957	29,826	30,721
2-43-00-274	Insurance Garbage	0.00	0.00	0	0	0	0	0	0
2-43-00-510	Goods, Supplies & Materials Garbage	209.14	28.82	1,050	1,082	1,114	1,147	1,182	1,217
2-43-00-521	Fuel & Oil Garbage	0.00	0.00	0	0	0	0	0	0
2-43-00-760	Capital Purchase Garbage	0.00	0.00	0	0	0	0	0	0
2-43-00-762	Transfer to Capital Garbage	5,000.00	0.00	1,000	1,500	2,000	2,500	3,000	3,500
2-43-00-763	Transfer to Reserves - Regional SWM	17,950.00	0.00	18,100	18,643	19,202	19,778	20,372	20,983
2-43-00-770	Contrib. to Local Government	0.00	0.00	0	0	0	0	0	0
2-43-00-840	MSI Cap-Garbage	0.00	0.00	0	0	0	0	0	0
**	TOTAL GARBAGE EXPENSE	67,435.17	8,137.63	71,395	74,007	76,682	79,423	82,230	85,107
FCSS EXPENSE									
2-51-00-351	FCSS Requisition	1,837.75	1,837.75	1,840	1,895	1,952	2,011	2,071	2,133
**	TOTAL FCSS EXPENSE	1,837.75	1,837.75	1,840	1,895	1,952	2,011	2,071	2,133
LAND PURCHASES EXPENSE									
2-61-00-510	Lands Goods, Supplies and Materials	0.00	0.00	30,000	0	0	0	0	0
2-61-00-710	Land Purchase	0.00	0.00	0	0	0	0	0	0
2-61-00-911	Land Title Costs	0.00	0.00	100	100	100	100	100	100
**	TOTAL LAND PURCHASES EXPENSE	0.00	0.00	30,100	100	100	100	100	100
PLANNING EXPENSE									
2-66-00-250	Contracted Services	0.00	0.00	0	0	0	0	0	0
2-66-00-510	General Goods, Supplies and Materials	0.00	0.00	2,500	2,575	2,652	2,732	2,814	2,898
**	TOTAL PLANNING EXPENSE	0.00	0.00	2,500	2,575	2,652	2,732	2,814	2,898
RECREATION EXPENSES									
2-72-00-111	Honorarium (Recreation Park)	0.00	0.00	0	0	0	0	0	0
2-72-00-115	Salaries & Wages Casual Recreation	3,675.00	0.00	4,410	4,542	4,679	4,819	4,963	5,112
2-72-00-130	Employer Contributions Source Recreation	0.00	0.00	1,270	1,308	1,347	1,388	1,429	1,472
2-72-00-131	Employer Benefits Recreation	0.00	0.00	0	0	0	0	0	0
2-72-00-135	WCB Rec Park	0.00	35.29	549	565	582	600	618	636

<u>General</u>	<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2022 Forecast</u>	<u>2023 Forecast</u>	<u>2024 Forecast</u>	<u>2025 Forecast</u>	<u>2026 Forecast</u>	<u>2027 Forecast</u>
2-72-00-213	Health & Safety Training - Rec	0.00	0.00	1,515	1,560	1,607	1,655	1,705	1,756
2-72-00-215	Freight/Phone/Postage Recreation	1,646.61	360.95	1,650	1,700	1,750	1,803	1,857	1,913
2-72-00-221	Printing/Advertising/Subscriptions	0.00	400.00	550	567	583	601	619	638
2-72-00-234	Training Recreation	0.00	0.00	0	0	0	0	0	0
2-72-00-250	Contracted Services Recreation	11,136.40	0.00	10,000	10,000	10,000	10,000	10,000	10,000
2-72-00-255	Maintenance Sports Grounds	0.00	0.00	0	0	0	0	0	0
2-72-00-274	Insurance Recreation	2,355.45	1,266.56	1,270	1,308	1,347	1,388	1,429	1,472
2-72-00-510	Goods, Materials & Supplies Recreation	16,082.43	0.00	28,000	17,000	17,500	18,000	18,500	19,000
2-72-00-521	Fuel and Oil Park	842.42	0.00	1,700	1,751	1,804	1,858	1,913	1,971
2-72-00-540	Utilities Heat Park Building	1,194.28	32.84	1,500	1,545	1,591	1,639	1,688	1,739
2-72-00-541	Utilities Power Park Grounds	4,499.81	148.78	4,600	4,738	4,880	5,027	5,177	5,333
2-72-00-543	Water/Sewer/Gas Hall	0.00	0.00	0	0	0	0	0	0
2-72-00-591	Concessions Park Grounds	0.00	0.00	1,200	1,236	1,273	1,311	1,351	1,391
2-72-00-592	Firewood - Recreation Park	2,728.57	0.00	3,000	3,090	3,183	3,278	3,377	3,478
2-72-00-760	Contirbution to Capital	0.00	0.00	0	0	0	0	0	0
2-72-00-762	Transfer to Capital Recreation	1,000.00	0.00	1,500	2,000	2,500	3,000	3,500	4,000
2-72-00-764	Transfer to Operation Reserves Recreatio	0.00	0.00	0	0	0	0	0	0
2-72-00-770	Donations Recreation	0.00	0.00	1,000	0	0	0	0	0
**	TOTAL RECREATION E XPENSES	45,160.97	2,244.42	63,714	52,910	54,628	56,367	58,128	59,911
CULTURE EXPENSES									
2-74-00-110	Honorairums (Library/Museum)	0.00	0.00	0	0	0	0	0	0
2-74-00-120	Wages- Museum & Library	0.00	0.00	0	0	0	0	0	0
2-74-00-250	Contracted Services Library/Museum	0.00	0.00	0	0	0	0	0	0
2-74-00-274	Insurance Cultural Organization	4,870.86	1,898.00	1,900	1,957	2,016	2,076	2,138	2,203
2-74-00-300	Regional Library Requisition	1,166.29	1,150.60	1,150	1,185	1,220	1,257	1,294	1,333
2-74-00-350	Local Municipal Library Grant	3,500.00	0.00	3,500	3,500	3,500	3,500	3,500	3,500
2-74-00-510	Goods & Materials Library/Museum/Culture	0.00	75.00	0	0	0	0	0	0
2-74-00-415	Donations - Museum	0.00	0.00	0	0	0	0	0	0
2-74-00-540	Utilities Heat Museum	3,839.08	940.49	5,125	5,279	5,437	5,600	5,768	5,941
2-74-00-541	Utilities Power Museum	1,684.16	177.94	1,855	1,911	1,968	2,027	2,088	2,150
2-74-00-221	Printing/Advertising/Subscriptions	1,338.52	125.66	150	155	159	164	169	174
**	CULTURE EXPENSES	16,398.91	4,367.69	13,680	13,985	14,300	14,624	14,958	15,301
***	TOTAL EXPENSES	661,233.43	142,356.92	879,152	606,286	619,678	636,524	654,338	674,885
****	SUPLUS/(DEFICIT)	59,396.97	-68,358.48	2,310	24,248	20,535	22,618	24,301	23,836
****	Accumulated Surplus	3,728,913.00	-	3,731,223	3,755,472	3,776,006	3,798,624	3,822,925	3,846,761

Request for Decision (RFD)

Topic: 2022 Capital Budgets
Initiated by: Administration
Attachments: 1. 10-30 Year Infrastructure/Capital Plan
 2. 2022 Capital Plan
 3. 5-Year Capital Plan

Purpose(s):

1. To endorse a motion to approve the 2022 Capital Budgets for the Village of Innisfree pursuant to *Municipal Government Act Section 246*.

Background:

1. Municipal Governments, within the province of Alberta, are required to adopt an annual Capital Budget.
2. Section 246 of the *Municipal Government Act* states the following:
"A Capital Budget must include the estimated amount for the following:
 - a. *The amount needed to acquire, construct, remove or improve a capital property;*
 - b. *The anticipated sources and amounts of money to pay the costs referred to in clause (a);*
 - c. *The amount to be transferred from the operating budget. "*
3. Ministerial Order MSL:095/18 required the Village of Innisfree to create and implement a 10-30 Year Infrastructure/Capital Plan outlining all the items in the 2016 Infrastructure Audit. The Village of Innisfree is required to submit an updated 10-30 Year Infrastructure/Capital Plan to the Minister of Municipal Affairs by no later than June 1st of each year (for four consecutive years) to ensure compliance with Ministerial Order MSL:095/18 (2019-2023).
4. Administration has enclosed the following revised documents for Council review and approval:
 - a. "Draft" 2022 Capital Budget;
 - b. "Draft" 5 Year Capital Budget;
 - c. "Draft" 10-30 Year Infrastructure/Capital Plan

Key Issues/Concepts:

1. Outlines the estimated costs to acquire, construct, remove or improve capital infrastructure.
2. Outlines the anticipated sources and amounts of money needed for items listed.
3. Outlines amounts to be transferred from operating to carry out items listed.

Options:

1. As directed by Council.
2. That Council approve the 2022 Capital Budget, 10-30 Year Infrastructure/Capital Plan and 5-year Capital Plan as presented.
3. That Council approve the 2022 Capital Budget, 10-30 Year Infrastructure/Capital Plan and 5-year Capital Plan as amended.

Financial Implications:

1. None.

Relevant Policy/Legislation:

1. MGA S. 246
2. MSL:095/18 – Ministerial Order

Political/Public Implication(s):

1. Provides the Public with balanced and objective information to assist them in understanding the problemS, alternatives, opportunities and/or solutions.

Recommendation:

1. That Council approve the 2022 Capital Budget, 10-30 Year Infrastructure/Capital Plan and 5-year Capital Plan as presented.

2022 CAPITAL BUDGET

DETAILS			BUSINESS SAVINGS / RESERVES							
INFRASTRUCTURE AUDIT - ITEM NO.	PROJECT	DESCRIPTION	MSI CAPITAL \$	OTHER AND PROVINCIAL/ FEDERAL GRANTS	CANADA SUMMER JOBS	FEDERAL GAS TAX FUND - \$	Reserves	MSI OPERATING	OPERATING (CHEQUING)	TOTAL 2020 PROJECT COST
4.01	Install Fire Hydrants to Increase Coverage	54 St at Recreation Centre and 53st at 49 Avenue	\$20,000.00							\$20,000.00
1.02, 3.01-3.05	Pipe Repair due to structural defects	MH Repair/Rehabilitation				\$50,500.00				\$50,500.00
2.00	Sidewalk Replacement Rehabilitation	Sidewalk Connection to roadways, curb ramps, and sidewalk replacement along 48 Ave (N)	\$0.00							\$0.00
n/a	Road Rehabilitation and Drainage - Railway Ave (N) & 50 St	Paving of Roadway due to installation of culvert in 2020				\$4,800.00	\$19,775.00			\$24,575.00
6.01, 6.06, 6.07	Prairie Bank of Commerce	Brick Chimney Reconstruct, Re-plumbing drainage lines and correct venting problem, replace boiler & piping - Plumber to provide quote & pending Heritage Minister approval							\$0.00	\$0.00
7	Birchlake Campground	Electrical connections (Change house/ball diamonds/sites) - Village to obtain quote from local Electrician to mitigate electrical concerns.		MSP Grant 5000						\$5,000.00
6.01	Water Treatment Plant	Transfer to Reserves Installation of Security System @ WTP ACE Capital Contribution	\$28,050.00				\$2,500.00		\$3,500.00	\$34,050.00
	Administration Office Rehabilitation	Replacement of flooring, windows and exterior (siding)	\$50,000.00							\$50,000.00
										\$0.00
			\$98,050.00	\$5,000.00	\$0.00	\$55,300.00	\$22,275.00	\$0.00	\$3,500.00	\$184,125.00

FIVE YEAR CAPITAL PLAN

Projects are based off of Capital Budget and 10 Year Capital Plan

2022		
4.01	Installation of Fire Hydrants to Increase Coverage	\$20,000.00
1.03, 3.01-3.05	Pipe Repair due to Structural Defects (MH Repair/Rehabilitatic	\$40,500.00
2	Sidewalk Replacement/Rehabilitation	\$10,000.00
	Road Rehabilitation & Drainage	\$24,575.00
6.01, 6.06, 6.07	Prairie Bank of Commerce (Repairs in plumbing, venting & lin	\$0.00
7	Birch Lake Campground - Electrical Connections	\$5,000.00
6.01	Water Treatment Plant - Transfer to Reserves	\$2,500.00
	Water Treatment Plant - Installation of Security System/Alarm:	\$3,500.00
	Water Treatment Plant	\$28,050.00
	Administration Office Rehabilitation	\$50,000.00
	Subtotal	\$184,125.00
2023		
1	Sidewalk Replacement/Rehabilitation	\$50,000.00
6.01	Water Treatment Plant - Transfer to Reserves	\$15,454.00
6.08	Prairie Bank of Commerce (Replace Radiator & system)	\$0.00
	Subtotal	\$65,454.00
2024		
6.01	Water Treatment Plant - Transfer to Reserves	\$24,878.00
1.02-1.03	Road Network Upgrades	\$105,330.00
2	Sidewalk Replacement/Rehabilitation	\$50,000.00
	Subtotal	\$180,208.00
2025		
6.01	Water Treatment Plant - Transfer to Reserves	\$25,624.00
2	Sidewalk Replacement/Rehabilitation	\$50,000.00
	Subtotal	\$75,624.00
2026		
6.01	Water Treatment Plant - Transfer to Reserves	\$26,393.00
2	Sidewalk Replacement/Rehabilitation	\$50,000.00
	Subtotal	\$76,393.00
2027		
6.01	Water Treatment Plant - Transfer to Reserves	\$27,185.00
	Subtotal	\$27,185.00
	Grand Total	\$608,989.00

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

2019/2020

Item #	Project Name/Description	Amount	Proposed Funding	Details
1.02 Smoke Detectors, Carbon Monoxide Detectors, Emergency Lighting and Fire Extinguishers.				
1.02.01	Administration Office	\$1,500	Village Expense	Completed in 2020
1.02.02	Seniors Drop-In Centre	\$1,500	Village Expense	Completed in 2020
1.02.03	Prairie Bank Museum	\$1,500	Village Expense	Completed in 2020
1.02.04	Fire Hall	\$1,500	Village Expense	Completed in 2020
1.02.05	Water Treatment Plant	\$1,500	Village Expense	Completed in 2020
2.0 Inspection and Maintenance of Storm Pipes - Museum				
2.02	Building Porch, Steps and Railings at side door	\$2,375	Village Expense	Completed in 2019
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards Water Reservoir Upgrades	\$0		No transfer conducted in 2019/2020.
Prairie Bank of Commerce - Museum				
6.03	Exterior Restoration of the museum, repair exterior damage, replace windows as needed, repaint and reseal	\$17,500.00	Grant Funding - 100%	Completed - Exterior was repaired and repainted. Windows did not need to be replaced.
Administration Office				
	Barrier Free Ramp and Widening of Doorway	\$22,300	MSI Funding - 100%	Completed in 2020.
Road Rehabilitation and Drainage - Railway Ave N & 50 St				
	Reconstruction of Road and Installation of culvert to prevent flooding of residential properties	\$27,472	GTF Funding - 100%	Engineering conducted in 2019. Culvert installed in 2020. Paving set for 2021.
Old Public Works Building				
	Demolition of Old Public Works Building	\$29,400	MSI Funding - 100%	Completed in 2020
Municipal Fire Hall				
4.02	New Hot Water Tank	\$1,500.00	Village Expense - 100%	Completed.
		\$108,047		

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

2021			
Reconstruction of Road and Installation of culvert to prevent flooding of residential properties	\$1,500	Village Expense	2021 - Sidewalk was re-installed due to culvert installation (100% Village Expense). Due to frost, and staffing shortage, paving did not get done in this fiscal year. Memorandum of Understanding was signed, by the Contractor and Village of Innisfree, to ensure paving is completed in 2022 at the same cost as 2021.
3 Seniors Drop-In Centre			
3.05 Correct multiple plumbing issues	\$110.00	Village Expense	Completed: Village hired a plumbing contractor to inspect the plumbing at the Seniors Drop-In Centre. No deficiencies were recognized.
4.0 Install Fire Hydrants to Increase Coverage			
4.01 54 Street at Recreation Centre & 53 Street at 49 Avenue	\$20,000.00	Grant Funding	Project deferred to 2022. Village met with contractor, to review project. Grant funding has been secured for this project.
Sidewalk Upgrades/Rehabilitation			
2 Sidewalk connections to roadways	\$18,800.00	Grant Funding	Expense is large - project to be conducted in separate stages. Project deferred to 2022 due to staffing shortage in 2021. The Village will send out RFP's in 2022.

PREVIOUS YEARS PROJECTS

Approved on: _____

Motion No.: _____

3	curb ramps	\$23,600.00	Grant Funding	
Water Reservoir				
6.01	Transfer to Reserves - Funds towards water reservoir	\$2,500.00	Village Expense	Transfer to reserves recorded.
Birch Lake Campground				
8	Birch Lake Camo Kitchen - Replace wood stove	\$0.00	No expense	Completed. Wood stove to removed from day-use area. No replacement will be added.
MH Defects Requiring Immediate Repair				
3.02	MH 22 Severe Corroded Bottom	\$13,000.00	Grant Funding	Project deferred to 2022. Village to send out RFP for Engineering services in 2022.
3.03	MH 21 Bench Broken, Corroded Concrete Surface	\$500.00	Grant Funding	
3.04	MH 19 Misaligned and Failing Neck Bricks, Unknown Obj	\$500.00	Grant Funding	
3.05	MH 7 Severe Misaligned Manhole Cover and Ring	\$1,000.00	Grant Funding	
		\$81,510.00		

2022				
Install Fire Hydrants to Increase Coverage				
4.01	"2021 Carry Forward" 54 Street at Recreation Centre & 53 Street at 49 Avenue	\$20,000	Grant Funding	Funding secured. Project to be conducted in 2022.
Pipe Repair due to Structural Defects				
1.02	MH18-16 50 Ave - East of 54 Street Large joint offset, Severe pipe deformation	\$25,000	CCBF/FGTF (Application #GTF -1437)	Grant Funding Secured. Engineering of project to be completed in 2022. Project to proceed in 2023. (1.02 = \$35,000 & 3.01-3.05 = \$15,500)
3.01	MH 18 Broken concrete bench and missing pieces	\$500		
3.02	"2021 Carry Forward" MH 22 Severe Corroded Bottom	\$13,000		
3.03	"2021 Carry Forward" MH 21 Bench Broken, Corroded Concrete Surface	\$500		
3.04	"2021 Carry Forward" MH 19 Misaligned and Failing Neck Bricks, Unknown Object in MH	\$500		
3.05	"2021 Carry Forward" MH 7 Severe Misaligned Manhole Cover and Ring	\$1,000		
Sidewalk Replacement/Rehabilitation				
2	"2021 Carry Forward" Sidewalk connections to roadways	\$10,000.00	CCBF/FGTF (Application #GTF-1187)	Engineering to be completed in 2022. Project to commence in 2023.
2	"2021 Carry Forward" Curb ramps			
	Replace sidewalk on 48 Avenue (N)			

Road Rehabilitation and Drainage - Railway Ave N & 50 St			
	"2021 Carry Forward" Reconstruction of Road and Installation of Culvert to prevent flooding of residential properties.	\$24,575	Grant Funding - \$4,800 / Village Expense - \$19,775 (Reserves) Paving of Culvert Installation site to be completed by Spectre Systems in 2022.
Prairie Bank of Commerce			
6.01	Brick Chimney reconstruct	\$0	Pending Heritage Grant / Historical Society The Village will contact a local plumber to inspect the plumbing, drainage Lines, Vents and boiler. Once detailed inspection is complete, the Village will review and forward details to the Heritage Minister. Pending submission to Heritage Minister for Approval in 2022, likely will not proceed until 2023
6.06	Re-plumb drainage lines and correct venting problems	\$0	
6.07	Remove and replace boiler, associated piping in basement complete with new zone controls.	\$0	
Birch Lake Campground			
7	Electrical Connections (Change House/Ball Diamonds/Sites)	\$5,000	MSP Grant Funding Village contacted Electrician to conduct a walk-through of the Birch Lake Campground. Once a detailed quote is provided, the Village will proceed to mitigate electrical concerns.
Administration Office Rehabilitation			
	Administration Office Rehabilitation (Interior/Exterior)	\$50,000	MSI Capital (Application #14314) Significant alterations to the interior/exterior of the Administration Office to improve the lifespan of municipal Infrastructure.
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$2,500	Village Expense - 100% Transfer per Operating Budget.

10 Year Infrastructure/Capital Plan

Installation of Security Systems at the Water Treatment Plant	\$3,500	Village Expense - 100%	Updated system to be installed to assist the Village (and ACE Water) in notification with water pressure and water levels.
ACE Capital Contribution (2021-2023)	\$28,050	MSI Funding - 100%	Grant funding used towards 2022 ACE Capital Contribution.
TOTAL	\$184,125.00		

2023

Sidewalk Upgrades/Rehabilitation

1 Replace sidewalk on 48 Avenue (S)	\$50,000.00	CCBF/FGTF (Application #GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
Installation of handrails along 50 Avenue (between 54st & 53st)			

Water Treatment Plant

6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$15,454.00	Village Expense - 100%	Expense is large - Funding will be set
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Prairie Bank of Commerce

6.08 Replace Radiators for entire radiator systems and piping	\$0.00	Pending Heritage Grant / Historical Society	Per Heritage Grant Approval
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TOTAL	\$65,454.00		
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2024

Water Treatment Plant

6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$24,878.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
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Road Network Upgrades

1.02 50 Avenue from 54 Street West	\$26,330.00	Grant Funding - 100%	May be able to complete during MH Repair/Replacement.
1.03 50 Street from Railway Ave N to 51 Avenue	\$79,000.00	Grant Funding - 100%	

Sidewalk Upgrades			
Curb connection (49 Avenue & 52 St)	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$180,208.00		
2025			
Water Treatment Plant			
6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$25,624.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Sidewalk Upgrades			
North of Recreation Hall	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$75,624.00		
2026			
Water Treatment Plant			
6.01 Transfer to Savings - Funds towards water reservoir upgrades	\$26,393.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Sidewalk Upgrades			
50 Avenue (North of Train Tracks)	\$50,000.00	CCBF/FGTF (Application # GTF-1187)	Village to continue Sidewalk Replacement pursuant to Infrastructure Study
TOTAL	\$76,393.00		

Note: 10-30 Year Infrastructure/Capital Plan may be amended upon 2022 Engineering review.

10 Year Infrastructure/Capital Plan

2027			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$27,185.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
	TOTAL	\$27,185.00	
2028			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$3,500.00	Expense is large - Funding will be set aside over the years.
	TOTAL	\$3,500.00	
2029			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$3,500.00	Expense is large - Funding will be set
	TOTAL	\$3,500.00	

20 Year Infrastructure/Capital Plan

2030				
Item #	Project Name/Description	Amount	Proposed Funding	Details
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Pipe Repair due to Structural Defects				
1.05	MH37-38 4725-52 st broken pipe	\$22,000.00	Grant Funding - 100%	
1.06	MH38-23 48 Ave - 52 St broken pipe	\$27,000.00	Grant Funding - 100%	
1.07	MH26-25 4739 - 51 St Broken liner	\$22,000.00	Grant Funding - 100%	
TOTAL		\$79,500.00		
2031				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Road Rehabilitation				
2.09	48 Ave from 53 St to 54 St	\$6,000.00	Village Expense - 100%	
2.10	49 Ave from 53 St to 54 St	\$6,000.00	Grant Funding - 100%	
2.11	51 Avenue from 53 st to 54 st	\$6,000.00	Grant Funding - 100%	
Ditch Repair				
2.01	SE Corner of 54 Street and 49 Ave - fill and rip-rap	\$500.00	Village Expense - 100%	
Road Rehabilitation				
2.01	54 Street from 49 Ave to 51 Ave	\$6,000.00	Village Expense - 100%	
2.02	50 Avenue from 53 St to 54 St	\$6,000.00	Village Expense - 100%	
2.03	53 St from 50 Ave to 51 Ave	\$6,000.00	Village Expense - 100%	
2.04	48 Avenue from 52 St to 53 St	\$6,000.00	Village Expense - 100%	
2.05	52 Street from 47 Ave to 48 Ave	\$6,000.00	Grant Funding - 100%	
2.06	52 Street from 49 Ave to 50 Ave	\$6,000.00	Grant Funding - 100%	
2.07	51 Street from Railway Ave N to 51 Ave	\$6,000.00	Grant Funding - 100%	
2.08	54 Street from 48 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
TOTAL		\$75,000.00		

2032			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Grading around most of the building to improve expected life cycle			
1.01.01	Administrative Office	\$2,000.00	Village Expense - 100%
1.01.02	Seniors Drop in Centre	\$2,000.00	Village Expense - 100%
1.01.03	Prairie Bank Museum	\$2,000.00	Village Expense - 100%
1.01.04	Fire Hall	\$2,000.00	Grant Funding - 100% Fire Hall no Longer owned/operated by the Village of Innisfree.
1.01.05	Birch Lake Change House	\$2,000.00	Grant Funding - 100%
1.01.06	Birch Lake Picnic Shelters	\$2,000.00	Grant Funding - 100%
3.02	Seniors Drop in Centre - Down Spout Extensions	\$500.00	Village Expense - 100%
3.03	Seniors Drop In Centre - Foundation Fix Grade	\$2,000.00	Grant Funding - 100%
Pipe Repair due to Structural Defects			
1.08	MH25-24 4832 - 51 Street under cut liner at service, broken liner	\$12,000.00	Grant Funding - 100%
1.09	MH13-12 49 Ave - 51 St Broken pipe and void	\$12,000.00	Grant Funding - 100%
TOTAL		\$47,000.00	
2033			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Road Network Upgrades			
2.12	53 St from 47 Ave to 48 Ave	\$6,000.00	Grant Funding 100%
2.13	53 st from 49 Ave to 50 Ave	\$6,000.00	Grant Funding 100%
2.14	50 Ave from 52 St to 53 St	\$6,000.00	Grant Funding 100%
2.15	52 St from 48 Ave to 49 Ave	\$6,000.00	Grant Funding 100%
2.16	48 Ave from 50 St to 52 St	\$6,000.00	Village Expense - 100%

20 Year Infrastructure/Capital Plan

2.17	Railway Ave S from 51 St to 52 St	\$6,000.00	Village Expense - 100%	
New Construction				
4.01	Installation of two catch basin and storm pipe - Railway Ave S	\$48,400.00	Grant Funding 100%	
TOTAL		\$92,900.00		

2034

Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Road Network Upgrades				
2.18	51 St from 47 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
2.19	50 St from 47 Ave to 49 Ave	\$6,000.00	Grant Funding - 100%	
Prairie Bank of Commerce Museum				
6.05	Structural Engineer to evaluate foundation	\$3,000.00	Village Expense - 100%	
Driveway Crossings				
3.01	Reconstruct two (2) driveway crossings	\$6,800.00	Village Expense - 100%	
Road Construction				
1.01	Railway Avenue S from 50 St to 51 Street	\$52,670.00	Grant Funding - 100%	
TOTAL		\$82,970.00		

2035

Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Pipe Repair due to Structural Defects				
1.01	MH35-plug 4813-54st broken pipe and large joint offset	\$14,000.00	Village Expense - 100%	
1.03	MH22-21 4723-53 Street Broken pipe	\$12,000.00	Village Expense - 100%	
1.04	MH36-37 4721 - 52 St large joint offset (displaced)	\$18,000.00	Village Expense - 100%	
Road Rehabilitation				
3.01	53 Street South of 47 Avenue	\$202,000.00	Grant Funding - 100%	
TOTAL		\$254,500.00		

20 Year Infrastructure/Capital Plan

2036			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.10	MH33-6 51 Ave -West of 51 St Broken Pipe and Void	\$108,000.00	Grant Funding - 100%
Road Rehabilitation			
3.02	53 Street from 48 Ave to 49 Ave	\$102,000.00	Grant Funding - 100%
TOTAL		\$218,500.00	
2037			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.11	MH8-5 Railway Ave North - 50St broken pipe	\$213,000.00	Grant Funding/Village \$200,000 - Grant / \$21,500 - Village
TOTAL		\$221,500.00	
2038			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.12	MH5-4 51 Ave - 50 St broken pipe, cracks at multiple locations	\$268,000.00	Grant Funding/Village \$200,000 - Grant / \$68,000 - Village
TOTAL		\$276,500.00	

2039			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Pipe Repair Due to Structural Defects			
1.13	MH4-3 51 Ave - 50 St broken pipe, cracks at multiple locations	\$208,000.00	Grant Funding/Village \$190,000 - Grant / \$18,000 - Village
TOTAL		\$216,500.00	

30 Year Infrastructure/Capital Plan

2040				
Item #	Project Name/Description	Amount	Proposed Funding	Details
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
Road Rehabilitation				
3.03	49 Ave from 53 Street to 52 Street	\$52,000.00	Grant Funding - 100%	
3.04	49 Ave from 52 Street to 51 Street	\$52,000.00	Grant Funding - 100%	
TOTAL		\$158,800.00		
2041				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Inspection and Maintenance of Storm Pipes				
2.01	Stripping, Painting and caulking of exterior wall cladding	\$10,000.00	Grant/Village - 50/50	
Seniors Drop-in Centre				
3.01	New Shingles	\$10,000.00	Grant Funding - 100%	
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$74,800.00		
2042				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Inspection and Maintenance of Storm Pipes			
1.01	CCTV and Flushing Pipes	\$10,000.00	Village Expense - 100%
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
TOTAL		\$64,800.00	

2043

Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.05	51 Street from 49 Ave to Railway Ave S	\$102,000.00	Grant Funding - 100%
TOTAL		\$146,800.00	

2044

Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.06	50 Ave from Railway Ave S to 52 Street	\$52,000.00	Grant Funding - 100%
3.07	52 Street from 50 Ave to Railway Ave S	\$52,000.00	Grant Funding - 100%
TOTAL		\$158,800.00	

2045

Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.08	Railway Ave S from 52 St to 53 St	\$102,000.00	Grant Funding - 100%
TOTAL		\$156,800.00	
2046			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.09	51 Ave from Railway Ave S to 51 St	\$102,000.00	Grant Funding - 100%
TOTAL		\$156,800.00	
2047			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$18,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.
Further Investigation			
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100% Expense is large - Project will be completed over 10 years.
Road Rehabilitation			
3.10	51 Ave from 51 Street to 50 Street	\$52,000.00	Grant Funding - 100%
TOTAL		\$106,800.00	
2048			
Water Treatment Plant			
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100% Expense is large - Funding will be set aside over the years.

30 Year Infrastructure/Capital Plan

Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$44,800.00		
2049				
Water Treatment Plant				
6.01	Transfer to Savings - Funds towards water reservoir upgrades	\$8,500.00	Village Expense - 100%	Expense is large - Funding will be set aside over the years.
Further Investigation				
5.01	Video Inspection to measure pipe wall thickness	\$36,300.00	Grant Funding - 100%	Expense is large - Project will be completed over 10 years.
TOTAL		\$44,800.00		

Request for Decision (RFD)

Topic: 2022 Mill Rate Scenarios/Tax Rate Bylaw 675-22
Initiated by: MGA
Attachments: 2021 Tax Rate Bylaw 664-21
 2022 "DRAFT" Tax Rate Bylaw 675-22

Purpose(s): To endorse 2022 Tax Rate Bylaw 675-22.

Background:

1. The estimated municipal expenditures and transfers set out in the budget for the Village of Innisfree for 2022 total **\$879,152** and the estimated municipal revenue and transfers from all sources other than taxation is estimated at **\$607,307** with the minimum balance of **\$271,845** that must be raised by general municipal taxation.
2. In considering a Minimum Municipal Tax Levy, many factors are considered: the cost-of-services provided/expected including Road maintenance (includes snow removal & asphalt maintenance), Street lighting, Weed Control, Bylaw Enforcement, Emergency Services, Library Services (local & regional), Recreational & Cultural Services, Social Services, Planning and Development Services. (As close as reasonably feasible, the municipality seeks to obtain "full cost-recovery" for all municipal utilities.)
3. Additionally, a Minimum Municipal Tax can incentivize the development of derelict properties. If a property in disrepair is taxed on assessment only, there is no incentive to improve the property and thereby increase the Village total assessment value.

Key Issues/Concepts:

1. Main factors affecting the assessment substantial increase were the rising property values set by real estate sales across the country. The net effect of the Village assessment growth demonstrates if the Mill Rate was left the same as 2021, a small percentage of taxation would be reallocated to Commercial/ Non-Residential assessed properties.
2. The 2021 Municipal Taxation total was **\$273,016**; the 2022 estimated budget requires taxation revenues of **\$271,845**.
3. The **Alberta School Foundation Fund (ASFF)** Requisitions and coordinating Mill Rates are as follows:

Residential/Farmland:

2022 Assessment	2022 Mil Rate	2021 Assessment	2021 Mil Rate	Increase/(Decrease)
\$9,830,980	2.76287	\$9,728,590	2.84675	Decrease (-0.08388)

Non-Res/Linear

2022 Assessment	2022 Mil Rate	2021 Assessment	2021 Mil Rate	Increase/(Decrease)
\$3,109,220	3.98405	\$3,016,520	3.90579	Increase (+.07826)

4. The **Alberta Seniors Housing Foundation Requisition** (MD of Minburn Foundation) and coordinating MR is:

2022 Assessment	2022 Mil Rate	2021 Assessment	2021 Mil Rate	Increase/(Decrease)
\$12,990,650	0.293365	\$12,795,560	0.220780	Increase (+.062585)

5. The **Designated Industrial Property Requisition** amount, as sent out by Alberta Municipal Affairs' letter dated March 31, 2022, is:

2022 Assessment	2022 Mil Rate	2021 Assessment	2021 Mil Rate	Increase/(Decrease)
\$1,136,510	0.0766030	\$1,184,940	0.0766030	No Change

6. **2021 Assessment, Mill Rate & Taxation Information**

Assessment

Residential	\$9,728,590
Non-Residential	\$1,831,580
Machinery & Equipment	\$ 50,450
Linear	<u>\$1,184,940</u>
TOTAL:	<u>\$12,795,560</u>

<u>General Municipal</u>	<u>Revenue</u>	<u>Assessment</u>	<u>Mill Rate</u>
Res./Farmland	\$167,372.67	\$9,728,590	17.204206
Non.-Res/M&E	\$80,000	<u>\$3,066,970</u>	26.084376
Estimated Minimum Tax	<u>\$25,643.83</u>		
Total Municipal Tax	<u>\$273,016.50</u>	<u>\$12,795,560</u>	

7. **2022 Assessment Details**

Assessment

Residential/Farm	\$9,830,980
Non-Residential	\$1,972,710
Machinery & Equipment	\$ 50,450
Linear	<u>\$1,136,510</u>
TOTAL:	\$12,990,650

8. The Minimum Municipal Tax Levy has been calculated in the Mill Rate scenarios as shown below:

- a. **Scenario #1** – \$0.00
- b. **Scenario # 2** - \$725 (equivalent to \$60.41/Month)
- c. **Scenario # 3** - \$750 (equivalent to \$62.50/Month)
- d. **Scenario # 4** - \$800 (equivalent to \$66.66/Month)

9. The Mill Rate Scenarios are presented for Council consideration in attached: **Schedule "A."**

Financial Implication(s):

As demonstrated in Schedule "A."

Option(s):

1. As directed by Council.
2. That this item be received as information.
3. That Council provide final reading to Tax Rate Bylaw 664-21 per Tax Rates Scenario #1.
4. That Council provide final reading to Tax Rate Bylaw 664-21 per Tax Rates Scenario #2.
5. That Council provide final reading to Tax Rate Bylaw 664-21 per Tax Rates Scenario #3.
6. That Council provide final reading to Tax Rate Bylaw 664-21 per Tax Rates Scenario #4.

Relevant Policy/Legislation:

MGA s. 354-358 – Tax Rates

Political/Public Implication(s):

The proposed Tax Rates should demonstrate that Council has addressed Public concerns on taxation with "sensitivity to the needs and interest of the public." (2022 Business Plan 'Values' Statement)

RECOMMENDATION(s):

That Council provide final readings to Tax Rate Bylaw 664-21 per Tax Rate Scenario #3.

SCHEDULE "A"

Tax/Mill Rate Scenarios

(Assessed Value x Mill Rate/1000)

"R" = Residential – "C" = Commercial/Non-Residential

1. TAX/MILL RATE SCENARIO# 1 - (No Minimum Municipal Tax Levy)

General Municipal	Revenue	Assessment	Mill Rate
Res./Farmland	\$190,291	\$9,830,980	19.356259
Non. -Res/M&E	\$81,554	<u>\$3,159,670</u>	25.810923
Estimated Minimum Tax (\$0.00)	<u>\$0.00</u>		
Total Municipal Tax	<u>\$271,845</u>	<u>\$12,990,650</u>	

2021 Tax Levy				2022 Proposed Tax Levy				
	Assessment Value	Mill Rate	Taxes	Assessment Value	Mill Rate	Taxes	Difference \$	
C	50,000	26.084376	\$1,304.21	50,000	25.810923	\$1,290.54	-\$13.67	
C	100,000	26.084376	\$2,608.43	100,000	25.810923	\$2,581.09	-\$27.34	
C	150,000	26.084376	\$3,912.65	150,000	25.810923	\$3,871.63	-\$41.02	
R	50,000	17.204206	\$860.21	50,000	19.356259	\$967.81	+\$107.60	
R	100,000	17.204206	\$1,720.42	100,000	19.356259	\$1,935.62	+\$215.20	
R	150,000	17.204206	\$2,580.63	150,000	19.356259	\$2,903.43	+\$322.80	

2. TAX/MILL RATE SCENARIO# 2 - (\$725 Minimum Municipal Tax Levy)

General Municipal	Revenue	Assessment	Mill Rate
Res./Farmland	\$167,375	\$9,830,980	17.025261
Non. -Res/M&E	\$80,000	<u>\$3,159,670</u>	25.319100
Estimated Minimum Tax (\$725)	<u>\$24,783</u>		
Total Municipal Tax	<u>\$272,158</u>	<u>\$12,990,650</u>	

Note: Surplus of \$313

2021 Tax Levy				2022 Proposed Tax Levy				
	Assessment Value	Mill Rate	Taxes	Assessment Value	Mill Rate	Taxes	Difference \$	
C	50,000	26.084376	\$1,304.21	50,000	25.319100	\$1,265.95	-\$ 38.26	
C	100,000	26.084376	\$2,608.43	100,000	25.319100	\$2,531.91	-\$ 76.52	
C	150,000	26.084376	\$3,912.65	150,000	25.319100	\$3,797.86	-\$114.79	
R	50,000	17.204206	\$860.21	50,000	17.025261	\$851.26	-\$ 8.95	
R	100,000	17.204206	\$1,720.42	100,000	17.025261	\$1,702.52	-\$17.90	
R	150,000	17.204206	\$2,580.63	150,000	17.025261	\$2,553.78	-\$26.85	

3. TAX/MILL RATE SCENARIO# 3 - (\$750 Minimum Municipal Tax Levy)

General Municipal	Revenue	Assessment	Mill Rate
Res./Farmland	\$166,000	\$9,830,980	16.885397
Non. -Res/M&E	\$81,750	<u>\$3,159,670</u>	25.872955
Estimated Minimum Tax (\$750)	<u>\$26,405</u>		
Total Municipal Tax	<u>\$274,155</u>	<u>\$12,990,650</u>	

Note: Surplus of \$2,310

2021 Tax Levy				2022 Proposed Tax Levy				
	Assessment Value	Mill Rate	Taxes	Assessment Value	Mill Rate	Taxes	Difference	
C	50,000	26.084376	\$1,304.21	50,000	25.872955	\$1,293.64	-\$10.57	
C	100,000	26.084376	\$2,608.43	100,000	25.872955	\$2,587.29	-\$21.14	
C	150,000	26.084376	\$3,912.65	150,000	25.872955	\$3,880.94	-\$31.71	
R	50,000	17.204206	\$860.21	50,000	16.885397	\$844.26	-\$15.95	
R	100,000	17.204206	\$1,720.42	100,000	16.885397	\$1,688.53	-\$31.89	
R	150,000	17.204206	\$2,580.63	150,000	16.885397	\$2,532.80	-\$47.83	

4. **TAX/MILL RATE SCENARIO#4 - (\$800 Minimum Municipal Tax Levy)**

General Municipal	Revenue	Assessment	Mil Rate
Res./Farmland	\$166,00	\$9,830,980	16.885397
Non. -Res/M&E	\$81,750	<u>\$3,159,670</u>	25.872955
Estimated Minimum Tax (\$800)	<u>\$29,851</u>		
Total Municipal Tax	<u>\$277,601</u>	<u>\$12,990,650</u>	

Note: Surplus of \$5,756

	2021 Tax Levy			2022 Proposed Tax Levy			Difference \$
	Assessment Value	Mill Rate	Taxes	Assessment Value	Mill Rate	Taxes	
C	50,000	26.084376	\$1,304.21	50,000	25.872955	\$1,293.64	-\$10.57
C	100,000	26.084376	\$2,608.43	100,000	25.872955	\$2,587.29	-\$21.14
C	150,000	26.084376	\$3,912.65	150,000	25.872955	\$3,880.94	-\$31.71
R	50,000	17.204206	\$860.21	50,000	16.885397	\$844.26	-\$15.95
R	100,000	17.204206	\$1,720.42	100,000	16.885397	\$1,688.53	-\$31.89
R	150,000	17.204206	\$2,580.63	150,000	16.885397	\$2,532.80	-\$47.83

A BYLAW OF THE VILLAGE OF INNIFREE TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE VILLAGE OF INNISFREE FOR THE 2021 TAXATION YEAR.

WHEREAS the Village of Innisfree, Alberta, has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on June 15, 2021; and

WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Village of Innisfree for 2021 total \$652,487.67 and

WHEREAS the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$380,515.00 and the balance of \$273,016.50 is to be raised by general municipal taxation; and

WHEREAS the requisitions are:

<u>Alberta School Foundation (ASFF)</u>	
Residential/Farmland	<u>\$26,117.37</u>
2020 Under Levy Adjustment	<u>\$1,577.48</u>
Non-Residential	<u>\$11,173.33</u>
2020 Under Levy Adjustment	<u>\$608.56</u>
	<u>\$39,476.74</u>
Seniors Foundation	\$2825.00
D.I.P	\$90.77

WHEREAS the Council of the Village of Innisfree is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

WHEREAS Section 357(1) of the *Municipal Government Act* provides that the Municipal Tax Bylaw "may specify a minimum amount payable as property tax" and the Village of Innisfree has resolved to establish a minimum tax; Council of the Village of Innisfree hereby enacts, pursuant to Sections 353 and 354 of the *Municipal Government Act* the following:

Where the application of the tax rates established by the bylaw to the assessment of any property, would result in a total municipal levy payable of less than **\$725.00**, the minimum tax shall be assessed at **\$725.00** and deemed to be the minimum municipal tax payable, and,

WHEREAS the assessed value of all property in the Village of Innisfree as shown on the assessment roll is:

Assessment

Residential	\$ 9,728,590.00
Non-residential	\$ 1,831,580.00
Machinery and Equipment	\$ 50,450.00
Linear	\$ 1,184,940.00
TOTAL	<u>\$ 12,795,560.00</u>

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Innisfree duly assembled enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Innisfree, Alberta.

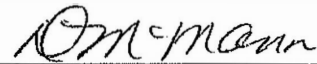
	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential/Farmland	\$ 167,372.67	\$ 9,728,590.00	17.204206
Non-Residential & M&E	\$ 80,000.00	\$ 3,066,970.00	26.084376
Estimated Minimum Tax	\$ 25,643.83		
Total Municipal Tax	\$ 273,016.50	\$ 12,795,560.00	
Alberta School Foundation Fund			
Residential/Farmland	\$ 27,694.85	\$ 9,728,590.00	2.84675
Non-residential + Linear	\$ 11,781.89	\$ 3,016,520.00	3.90579
Total ASFF Levy	\$ 39,476.74	\$ 12,745,110.00	
MD of Minburn Foundation	\$2,825.00	\$12,795,560.00	0.220780
Designated Industrial Property (DIP)	\$90.77	\$1,184,940.00	0.0766030

- THAT this Bylaw shall take effect on the date of the third and final reading.


Read a FIRST time this 15th day of June, 2021 A.D.

Read a SECOND time this 15th day of June, 2021 A.D.

Read a THIRD time by UNANIMOUS consent of Council and FINALLY passed this 15th day of June, 2021 A.D.



Mayor



Chief Administrative Officer



A BYLAW OF THE VILLAGE OF INNIFREE TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE VILLAGE OF INNISFREE FOR THE 2022 TAXATION YEAR.

WHEREAS the Village of Innisfree, Alberta, has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on May 17, 2022; and

WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Village of Innisfree for 2022 total \$879,152 and

WHEREAS the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$607,307 and the balance of \$271,845 is to be raised by general municipal taxation; and

WHEREAS the requisitions are:

<u>Alberta School Foundation (ASFF)</u>	
Residential/Farmland	\$25,843
2021 Under Levy Adjustment	\$ 1,319
Non-Residential	\$11,779
2021 Under Levy Adjustment	\$ 608
	<u>\$39,549</u>
Seniors Foundation	\$ 3,811
D.I.P	\$ 87.06

WHEREAS the Council of the Village of Innisfree is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta, 2000; and

WHEREAS Section 357(1) of the *Municipal Government Act* provides that the Municipal Tax Bylaw “may specify a minimum amount payable as property tax” and the Village of Innisfree has resolved to establish a minimum tax; Council of the Village of Innisfree hereby enacts, pursuant to Sections 353 and 354 of the *Municipal Government Act* the following:

Where the application of the tax rates established by the bylaw to the assessment of any property, would result in a total municipal levy payable of less than **\$750**, the minimum tax shall be assessed at **\$750** and deemed to be the minimum municipal tax payable, and,

WHEREAS the assessed value of all property in the Village of Innisfree as shown on the assessment roll is:

Assessment

Residential	\$ 9,830,980
Non-residential	\$ 1,972,710
Machinery and Equipment	\$ 50,450
Linear	\$ 1,136,510
TOTAL	\$12,990,650

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Innisfree duly assembled enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Innisfree, Alberta:

	Tax Levy	Assessment	Tax Mill Rate
<u>General Municipal</u>			
Residential/Farmland	\$166,000	\$ 9,830,980	16.885397
Non-Residential & M&E	\$ 81,750	\$ 3,159,670	25.872955
Estimated Minimum Tax	\$ 26,405		
Total Municipal Tax	\$274,155	\$12,990,650	
<u>Alberta School Foundation Fund</u>			
Residential/Farmland	\$ 27,162	\$ 9,830,980	2.76287
Non-Residential & Linear	\$ 12,387	\$ 3,109,220	3.98405
Total ASFF Levy	\$ 39,549	\$12,940,200	
MD of Minburn Foundation	\$ 3,811	\$12,990,650	0.293365
Designated Industrial Property (DIP)	\$ 87.06	\$ 1,136,510	0.076603

2. Each separate provision of this Bylaw shall be deemed independent of all other provisions and should any provision of this Bylaw be declared invalid for any reason by a Court of competent jurisdiction, then that provision may be severed and all other provisions of the Bylaw will remain valid and enforceable.

3. **THAT** this Bylaw shall take effect on the date of the third and final reading.
4. Upon final passing of this Bylaw, Bylaw 664-21 is hereby rescinded.

Read a FIRST time this 17th day of May 2022 A.D.

Read a SECOND time this 17th day of May 2022 A.D.

Read a THIRD time by UNANIMOUS consent of Council and FINALLY passed this 17th day of May 2022 A.D.

Mayor J. Johnson

Chief Administrative Officer B. Magosse

DRAFT

Request for Decision (RFD)

Topic: 2021 Tax Sale Public Auction
Initiated by: Administration
Attachments: 1. Draft 2022 Tax Sale - Public Auction Advertisement
 2. Comparative Market Analysis – REMAX Realty

Purpose(s):

To endorse a motion approving the reserve bids to the properties that are eligible for Tax Sale, as of March 31, 2022, pursuant to *MGA S. 423 (1)*.

Background:

1. Pursuant to *MGA S. 412(1)*, each municipality must submit a Tax Recovery Arrears List to Alberta Land Titles by no later than March 31 of each year.
2. The Village of Innisfree registered a Tax Recovery Arrears List on March 31, 2021, pursuant to *MGA S. 412 (1)*.
3. On March 31, 2022, five (5) properties remained on the Tax Recovery Arrears List. As they remain in arrears, they are now eligible for a Public Tax Sale pursuant *MGA S. 418 (1)*.
4. The Properties listed for Tax Sale - Public Auction are as follows:
 - a. Lot 6, Block 16, Plan 8776S;
 - b. Lots 10-11, Block 9, Plan 4175R;
 - c. Lot 1, Block 19, Plan 4175R; and
 - d. Lots 4-6, Block 7, Plan 4175R.

Key Issues/Concepts:

1. Pursuant to *MGA*, Section 419 (a)-(b), a Council must set for each parcel of land to be offered for sale at a public auction, a reserve bid that is as closed as reasonably possible to the market value of the parcel of land, and any conditions that apply to the sale.
2. Comparative Market Analysis prepared by Realtor (enclosed).
3. Draft Advertisement to be sent to the Alberta Gazette, outlining conditions that apply to the sale (enclosed).

Options:

1. As directed by Council.
2. Motion that the Council of the Village of Innisfree, having considered the report of the Chief Administrative Officer regarding unpaid tax arrears, hereby approves proceeding with the Tax Sale pursuant to the provisions of the *Municipal Government Act* for the following properties subject to the conditions described below:

LINC Number	Legal Description	Title Number	Reserve Bid
0015651599	8776S; 16; 6	102361885	\$ 1,150
0014926604	4175R; 9; 10-11	982397025	\$ 13,500
0013126040	3340HW; 19; 1	132083725	\$ 16,500
0016261489 / 0016261497	6127HW; 20; 5-6	182306452 / 182306452 +1	\$ 22,500
0018368266 / 0018368274	4175R; 6; 4-6	192155373 / 95F125	\$ 42,500

- a. The tax sale shall proceed by auction at the Village of Innisfree Office, 5116 – 50 Ave, Innisfree, Alberta on **July 26, 2022, at 5:00 PM.**
- b. The properties shall be offered for sale on an "as is, where is" basis and the Village of Innisfree makes no representation and gives no warranty whatsoever including as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence, or presence of environmental contamination, or the developability of the subject land for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach conditions precedent

to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by the Village of Innisfree.

- c. The properties listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to the tax sale.
- d. The properties will be offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.
- e. A non-refundable deposit equal to 10% of purchase price, by bank draft or by lawyer’s trust cheque shall be due on sale date, with the balance of the purchase price due on closing.
- f. Successful bidders shall be required to execute a Sale Agreement in a form and substance acceptable to the Village of Innisfree.

Financial Implications:

No expense to the Village. Pursuant to Section 413 (3), a municipality is responsible for the payment of the costs referred to in subsection 2 but may add the costs to the taxes owing in respect of the parcels of land shown on the tax arrears list.

Relevant Policy/Legislation:

MGA Section 423 (1), 412 (1), 418 (1) and 413 (3)

Political/Public Implication(s):

The possibility of recovering parcels of land that are in arrears and that properties could be improved with a sale, all present positive public and political implications.

Recommendation:

MOTION that the Council of the Village of Innisfree, having considered the report of the Chief Administrative Officer regarding unpaid tax arrears, hereby approves proceeding with the Tax Sale pursuant to the provisions of the *Municipal Government Act* for the following properties subject to the conditions described below:

LINC Number	Legal Description	Title Number	Reserve Bid
0015651599	8776S; 16; 6	102361885	\$ 1,150
0014926604	4175R; 9; 10-11	982397025	\$ 13,500
0013126040	3340HW; 19; 1	132083725	\$ 16,500
0016261489 / 0016261497	6127HW; 20; 5-6	182306452 / 182306452 +1	\$ 22,500
0018368266 / 0018368274	4175R; 6; 4-6	192155373 / 95F125	\$ 42,500

- a. The tax sale shall proceed by auction at the Village of Innisfree Office, 5116 – 50 Ave, Innisfree, Alberta on July 26, 2022, at 5:00 PM.
- b. The properties shall be offered for sale on an "as is, where is" basis and the Village of Innisfree makes no representation and gives no warranty whatsoever including as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence, or presence of environmental contamination, or the developability of the subject land for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by the Village of Innisfree.
- c. The properties listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to the tax sale.
- d. The properties will be offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.

-
- e. A non-refundable deposit equal to 10% of purchase price, by bank draft or by lawyer's trust cheque shall be due on sale date, with the balance of the purchase price due on closing.
 - f. Successful bidders shall be required to execute a Sale Agreement in a form and substance acceptable to the Village of Innisfree.



Village of Innisfree

2021 Tax Sale Public Auction

Notice is hereby given that, under the provisions of the Municipal Government Act, the Village of Innisfree will offer for sale, by public auction, in the Village Office, 5116 – 50 Ave., Innisfree, Alberta on **July 26, 2022 at 5:00 PM**, the following lands:

LINC Number	Legal Description	Title Number	Reserve Bid
0015651599	8776S; 16; 6	102361885	\$ 1,150
0014926604	4175R; 9; 10-11	982397025	\$ 13,500
0013126040	3340HW; 19; 1	132083725	\$ 16,500
0016261489 / 0016261497	6127HW; 20; 5-6	182306452 / 182306452 +1	\$ 22,500
0018368266 / 0018368274	4175R; 6; 4-6	192155373 / 95F125	\$ 42,500

1. These parcels are being offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.
2. These parcels are being offered for sale on an “as is, where is” basis, and the Village of Innisfree makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the parcel for any intended use by the successful bidder. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No Terms or Conditions of Sale will be considered other than those specified by the Village of Innisfree.
3. The parcels listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to the tax sale.
4. Successful bidders shall be required to execute a Sale Agreement in a form and substance acceptable to the Village of Innisfree.
5. A non-refundable deposit equal to 10% of the purchase price, by bank draft or by lawyer’s trust cheque shall be due on the sale date, with the balance of the purchase price due on closing.
6. Purchasers are responsible for obtaining vacant possession.
7. If no offer is received for a parcel, or if the reserve bid is not met, the parcel will not be sold at the public auction. The Village of Innisfree may, after the public auction, become the owner of any parcel of land not sold at the public auction.
8. All sales are subject to current taxes.
9. GST shall apply on parcels sold at the public auction.
10. Redemption may be affected by payment of all arrears of taxes and costs at any time prior to the date of the sale. Parcels may be deleted from this sale as the tax arrears and costs are paid.

Dated this ____ day of _____, 2022

Brooke Magosse, Chief Administrative Officer

RE/MAX[®]

Prairie Realty

Re: Innisfree, AB Property Evaluations

May 4, 2022

This evaluation is based on information acquired by a visual inspection of the properties, a review of comparable properties in the Village of Innisfree, Mannville, and Minburn and an analysis of current market conditions.

Res. Lot 8776S;16;6 Suggested value of \$900 - \$1200 with a list of \$1,500

Res. Lot 4175R;9;10-11 (4812-51 St) – Sug. value \$12,000-\$15,000 -

List price of \$19,500

Res. 3340HW;19;1 (5104 -51 Ave) Sug. value \$15,000-\$20,000 - List price of \$24,500

Res. 4175R;7;6-7 Sug. value \$20-25,000 - List price \$29,900

Commercial 4175R;6;4-6 Sug. value \$40,000 – 45,000 - List price \$49,900

Please note, CMA is based on an exterior visual inspection only.

Attached are the comparable properties that I based my evaluation on.

Thank you for entrusting me to provide you with this evaluation. In the event you should require any further assistance or would like to discuss this property further, please contact me directly at (780)853-7753.

Charlotte Smith

RE/MAX Prairie Realty

#101, 5208-46 Ave.

Vermilion, AB T9X 1X8



4904 51 Street



4916 51 Street



5119 50 Avenue

MLS#

A1163978

A1143888

A1082829

Status

Active

Active

Sold

Subdivision

Innisfree

Innisfree

Innisfree

City

Innisfree

Innisfree

Innisfree

Type

Warehouse

Industrial

Business

Style

FI Area

0 SF/0.0 SM

0 SF/0.0 SM

0 SF/0.0 SM

Year Built

1993

1940

1934

Bedrooms

Full Baths

Half Baths

Fpl

Flooring

Construction

Metal Siding , Post & Beam

Concrete, Mixed, Stucco

Stucco, Wood Frame

Foundation

Poured Concrete

Poured Concrete

Poured Concrete

Basement

Roof

Metal

Metal

Metal

Parking

Exterior

Int Features

Lot Size SF

18,750.00

7,800.00

Lot Dim Info

Pending Date

Sold Date

04/28/2021

List Price

\$90,000

\$85,900

\$50,000

Sold Price

\$43,750

ListPr/SqFt

Sold Pr/SqFt

SP/LP Ratio

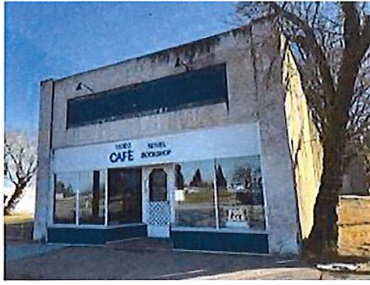
160

243

0.88

DOM

40



5111 50 Avenue

MLS®#	A1082117
Status	Pending
Subdivision	Innisfree
City	Innisfree
Type	Business
Style	
FI Area	0 SF/0.0 SM
Year Built	1936
# Bedrooms	
# Full Baths	
# Half Baths	
# Fpl	
Flooring	
Construction	Mixed, Stucco
Foundation	
Basement	
Roof	Metal
Parking	
Exterior	
Int Features	
Lot Size SF	7,800.00
Lot Dim Info	
Pending Date	03/26/2022
Sold Date	
List Price	\$35,000
Sold Price	
ListPr/SqFt	
Sold Pr/SqFt	
SP/LP Ratio	
DOM	411

**5039 49 Street**

MLS®# A1148372
Status Sold
Subdivision Mannville
City Mannville
Type Detached
Style Bungalow
FI Area 834 SF/77.5 SM
Year Built 1959
Bedrooms 2
Full Baths 1
Half Baths 0
Fpl 0
Flooring Laminate, Vinyl

Construction Mixed, Post & Beam, Vinyl Siding
Foundation Poured Concrete
Basement Full, Unfinished

Roof Asphalt Shingle
Parking Alley Access, Off Street, Outside, Parking Pad

Exterior Garden
Int Features Laminate Counters

Lot Size SF 6,000.00
Lot Dim Info
Pending Date
Sold Date 10/14/2021
List Price \$79,900
Sold Price \$75,000
ListPr/SqFt \$95.80
Sold Pr/SqFt \$89.93
SP/LP Ratio 0.94
DOM 22

**5032 49 Avenue**

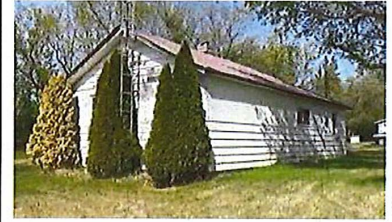
MLS®# A1138295
Status Pending
Subdivision Minburn
City Minburn
Type Detached
Style 2 Storey
FI Area 933 SF/86.7 SM
Year Built 1921
Bedrooms 2
Full Baths 1
Half Baths 0
Fpl 0
Flooring Carpet, Linoleum

Construction Wood Frame, Wood Siding
Foundation Poured Concrete
Basement Full, Partially Finished

Roof Asphalt Shingle
Parking Off Street, On Street

Exterior Fire Pit, Private Yard
Int Features Chandelier

Lot Size SF 6,250.00
Lot Dim Info
Pending Date 05/03/2022
Sold Date
List Price \$73,900
Sold Price
ListPr/SqFt \$79.21
Sold Pr/SqFt
SP/LP Ratio
DOM 264

**5023 54 Street**

MLS®# A1112487
Status Sold
Subdivision Innisfree
City Innisfree
Type Detached
Style Bungalow
FI Area 643 SF/59.7 SM
Year Built 1950
Bedrooms 1
Full Baths 1
Half Baths 0
Fpl 0
Flooring Linoleum

Construction Wood Frame
Foundation Perimeter Wall
Basement Crawl Space, Partial

Roof Asphalt Shingle
Parking Off Street, RV Access/Parking

Exterior Other
Int Features See Remarks


Lot Size SF 12,500.00
Lot Dim Info
Pending Date
Sold Date 09/23/2021
List Price \$29,000
Sold Price \$23,000
ListPr/SqFt \$45.10
Sold Pr/SqFt \$35.77
SP/LP Ratio 0.79
DOM 119



5032 50 Street

MLS#	A1104132
Status	Sold
Subdivision	Innisfree
City	Innisfree
Type	Detached
Style	Bungalow
Fl Area	727 SF/67.5 SM
Year Built	1944
# Bedrooms	1
# Full Baths	1
# Half Baths	0
# Fpl	0
Flooring	Hardwood, Linoleum
Construction	Stucco, Unknown
Foundation	Poured Concrete
Basement	See Remarks
Roof	Asphalt Shingle
Parking	None, Off Street
Exterior	None
Int Features	Open Floorplan, See Remarks
Lot Size SF	6,585.00
Lot Dim Info	
Pending Date	
Sold Date	09/09/2021
List Price	\$29,900
Sold Price	\$14,302
ListPr/SqFt	\$41.13
Sold Pr/SqFt	\$19.67
SP/LP Ratio	0.48
DOM	125

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	M.D. of Minbom Foundation
Meeting Date & Time:	April 21 / 2022 10am - 11:45am
Attendees:	Jim Jackson, Jerrold Lemko, Carl Ogrodnick, Tara Kuzio, Taneen Rudyk, Jennifer Johnson, Marielle Brodziak, Rhonda Ewasiw
Discussion:	<p>Lodge</p> <ul style="list-style-type: none"> 40 on waiting list 5 on cottage 4 vacancies - silver sneakers walking group has done 500km walked - continue to collect b-day cards for resident turning 102 on April 29 - 6 senior villa vacancies - 2 Innisfree Birch Lake vacancies
Actions:	<ul style="list-style-type: none"> - consensus is to hold off on letting volunteers back due to outbreaks in the area - Minister Pon is going to be coming for a tour possibly by end of May so be ready - possibly going to try to open up for use the Innisfree and Manville villas for use for Ukrainian Refugees, will be looking more in to it
Future Items:	<ul style="list-style-type: none"> - May 29 2022 is next meeting
Submitted By:	

NE ALBERTA MAYORS, REEVES AND INDIGENOUS LEADERS CAUCUS

Location: Two Hills Rec Centre

Date: April 13, 2022

Time: 10 AM to 3 PM

Minutes

Highway 28

- Very Unsafe, multiple collisions & fatalities
- 300 KM without passing lane
- In disrepair needs resurfacing & sub surface repairs
- Vehicle count not high enough to twin
- Numerous letters have been sent, MP, MLA & Minister have been contacted
- With a new school coming, the speed limit may change
- More light to be shed on the situation, City of Cold Lake to pen letter for Municipalities to send

Municipal Sustainability Initiative

- Extra Covid funding was helpful but struggles are catching up to Municipalities with more and more being downloaded on to them
- Most Municipalities are in the same situations & feeling the same pull
- All are encouraged to reach out and advocate for your community to retain this funding

Submitted by
Jennifer Johnson
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Broadband

- Needed to attract not only new businesses but also residents
- Covid revealed huge gaps in service & the great need for this in more rural settings
- Satellite internet is coming-not always feasible
- Infrastructure is very costly with little return right away making it out of reach for most communities

Healthcare

- For communities without doctors a nurse practitioner might be more practical and easier to find for your community
- Primary Care Network is working in some areas, and seems to be more cost effective as it is covered by the health care system
- Nurse Practitioners can be costly for example one municipality is paying around \$200k yearly plus insurance to have one in their community
- Having a nurse practitioner on top of a doctor can be very beneficial to the residents who do not have a family doctor/are on the wait list to become a patient

Doctor Retention & Requirement

- Incentive programs seem to be working well for some communities when doctors come available
- There is a movement to change the competency test to allow for those individuals who have been practicing for years, who have been trained by other countries to be able to work here
- New program Rural Education Supplement and Integrated Doctor Experience (RESIDE) program, will provide funding and incentives for up to 20 new resident physicians to practice in several rural Alberta communities.
- RESIDE program looks to help rural communities attract and keep doctors for a 3 year term

Next meeting to be held in Lamont July 13th 10 AM in the Arena Meeting Room

Submitted by
Jennifer Page
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VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	Village of Innisfree Library Board
Meeting Date & Time:	May 4, '22 6:30pm - 8:30pm
Attendees:	Elizabeth Harrison, Jennifer Johnson, Eliza Johnson, Holly Lependa, Yvonne Parasynchuk, Debbie McMann, Doris Christenson, Doreen Nott
Discussion:	<ul style="list-style-type: none"> - 325 patrons, 93 website - early literacy <ul style="list-style-type: none"> May - Baby Animals June - Flowers - Canada summer jobs approved 240 hours @ 15.25/hr - Susan Brosseau will be presenting June 1 at around 2pm (war time children theme) - Mindy K will be coming to talk to grade school kids date to be determined - conference May 26²⁶ for Library Managers <ul style="list-style-type: none"> May 27 will be convention May 28 NLS General meeting
Actions:	<ul style="list-style-type: none"> - May 7 was free comic book day - was requested for a formal agreement with village for photocopier, after discussion with Brooke Board was advised to contact next gen (Kicola to assume the contract) - Ag society will be fixing roof after a leak was discovered
Future Items:	<ul style="list-style-type: none"> - zoom courses were e-mailed to new board members to attend - was requested to send \$200 to Sean Anderson for auditing 2021 books as a honorarium - reviewed 2022 Budget revised with current figures to be submitted
Submitted By:	Jennifer Johnson

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT
Period Ending – May 17, 2022

11 – Council

- Elected Official Training:
 - Munis-101
 - No further updates currently; Administration awaits confirmation of upcoming training dates.
 - Tax Forfeiture Property – Walk Through
 - Council conducted a brief walk through of a Tax Forfeiture Property located at 4824 – 52 Street with a local realtor in attendance. It was determined that the property was not in a condition to be listed for sale, per the Realtor, and will likely need to be demolished.

12 – Administration

- Finances
 - 2022 Operating/Capital Budget:
Administration reviewed an initial draft of the 2022 Operating Budget and Budget Forecasts with Council at a Special Budget Meeting held on April 27, 2022. Finalized Operating Budget is being presented to Council at this May 17, 2022, Meeting, along with Capital Plans, Ministerial Directives, and Mill Rate Scenarios.
- Council Minute Action List: See Schedule “A”
- Municipal Grants Report: See Schedule “B”
- Health & Safety:
 - Safety Meeting:
Administration and Public Works held a Staff Safety Meeting on May 4, 2022, which included the Recreation Park Manager. Administration, Public Works, and Recreation are conducting monthly Safety Meetings pursuant to the Occupational Health and Safety Act; next meeting has been set for June 8, 2022.
- Other:
 - Chief Administrative Officer attended the 2022 Municipal Administration Leadership Workshop from May 9-13, 2022. [**Chief Administrative Officer to provide verbal/written report**]
 - Administration would also like to note, that the CAO was successful in obtaining the “Larry Majeski Bursary” to offset the entire \$599 Conference expense.

23 – Fire

- Fire Chief Report: See Schedule “C”

25 – Emergency Service

- Regional Emergency Management Agency Meeting:
 - County of Minburn, Town of Vegreville and the Village’s of Innisfree & Mannville, have been attempting to hold a Regional Emergency Management Agency meeting, pursuant to the Regional Emergency Management Bylaw. Unfortunately, due to conflicting schedules, a date has not yet been determined.

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – May 17, 2022

26 – Bylaw Enforcement

- Updates:
 - Bylaw Enforcement Officer will continue to monitor and enforce applicable bylaws.
 - Bylaw Enforcement Officer has finalized and responded to the complaint received on March 29, 2022. Council will be updated should further correspondence be received.
 - Bylaw Enforcement Officer has received additional complaints pertaining to crow/magpies. Bylaw Enforcement Officer has responded to the complaint, and has offered detailed information, as well as contact information, to help mitigate these concerns.
 - Additional complaints regarding Unsightly Premises are currently being addressed.

32, 41, 42 & 43 – Public Works/Water/Sanitary Wastewater/Stormwater/Solid Waste

- Public Works Foreman Report:
 - See attached Agenda Item 10D

61 – Planning & Development

- GIS System – County of Minburn
 - The County Development Officer has reached out to seek Innisfree's participation/interest in updating the orthophotos in 2023.

66 – Land

- 2021 Tax Sale/Public Auction & 2022 Tax Arrears List:
 - 2022 Tax Arrears List Deadline is March 31, 2023. As a result, the following properties have been registered on the 2022 Tax Recovery Arrears List:
 - a) Plan 4175R; Block 7; Lots 17-19
 - b) Plan 7820597; Block 21; Lot 3
 - c) SW 11-51-11-W4M
 - d) Plan 8621236; Block 22; Lot 2
 - e) Plan 8621236; Block 22; Lot 3
 - Administration has notified landowners that were added to the 2022 Tax Recovery Arrears List, to encourage payment of Tax Arrears before March 31, 2023.
 - Per the 2021 Tax Recovery Arrears List, the following properties will be offered for sale on July 26, 2022:
 - a) Plan 4175R; Block 6; Lots 4-6
 - b) Plan 6127HW; Block 20; Lots 5-6
 - c) Plan 3340HW; Block 19; Lot 1
 - d) Plan 8776S; Block 16; Lot 6
 - e) Plan 4175R; Block 9; Lots 10-11

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – May 17, 2022

72 – Recreation

- Birch Lake Campground & Recreation Park Report:
 - See Schedule “E”

74 – Culture

- Innisfree Delnorte Financial Society:
 - Administration continues to seek funding resources for the Innisfree Delnorte Financial Society, regarding the rehabilitation of the Tennis Courts. Administration has notified the Financial Society of the following grant programs:
 - Peavy Mart Grant – Up to \$100,000 (application deadline May 31)
 - Community Foundation Grant – Up to \$50,000 (available in 2023)
- Innisfree Library:
 - The Library has many events scheduled for 2022. *For more details, visit the Innisfree Library website: <https://www.innisfreelibrary.ca/>*
- MMI-FCSS:
 - MMI-FCSS has many events scheduled for 2022; for more details on any of the programs/events, please visit MMI FCSS Website: <https://mmifcss.wixsite.com/mmifcss>
 - Reminder: Volunteers are needed! If you know someone who may be interested in Volunteering, please contact the MMI FCSS Department.

Important Dates:

- **May 19, 2022** – CAO Away (Appt in Afternoon)
- **May 23, 2022** – **Victoria Day (Administration/PW Closed)**
- **May 26-30, 2022** – CAO Away - Holidays
- **May 30 – June 3, 2022** – Rural Alberta Health Week
- **June 21, 2022** – Regular Council Meeting

SCHEDULE "A"

Council Minutes' Action List

MOTION #	TITLE	DEPARTMENT	Details:
2021-09-21/07 & 2021-10-07/02	2021 Asphalt Rehabilitation Quotes – Request for Decision / 2021 Asphalt Rehabilitation Revised Quote/Asphalt Disposal	Admin	Work postponed until Spring 2022. A Letter of Understanding signed by the contractor to maintain the 2021 project costs in 2022. Spectre Systems visited Administration and advised the new project timeline has been set for early July.
2021-11-16/06 2022-01-18/04 2022-02-15/06 2022-02-28/01 2022-03-15/09 2022-04-19/03	Del Norte School Lighting – Innisfree Parent Council Request	Admin	Initial draft of the Traffic Safety Bylaw was presented to Mayor and Council on January 18, 2022, February 15, 2022 and February 28, 2022. Amendments have been brought to the March 15, 2022 for approval; Council approved Second Reading. Administration amended the Traffic Bylaw, per Council recommendation at the April 19, 2022 Council meeting.
2021-11-16/07	Driver Feedback Signage	Admin	Council approved the signage quote at the April 2022 Council Meeting. Order submitted; expecting delivery mid-late June.
2021-12-14/22 2022-04-19/32	CAO Report: MSP Project Proposal Ball Diamond Shale	Admin	Awaiting confirmation from contractor.
2022-04-19/5-8	Temporary Borrowing Bylaw 673-22	Admin	Bylaw signed; copies provided to Council and staff.
2022-04-19/09	Cell Phone Policy 1100-09	Admin	Copies of policy provided to Council and staff.
2022-04-19/10	Public Participation Policy 1100-06	Admin	Copies of policy provided to Council and staff.
2022-04-19/11-14	Master Rate Bylaw 674-22	Admin	Bylaw signed; copies provided to Council and staff.

SCHEDULE "A"

Council Minutes' Action List

2022-04-19/15	Innisfree Delnorte PAC – Flashing Crossing Sign	Admin	Administration contacted AB Transportation, currently in the permit application process. AB Transportation supplied Administration additional information pertaining to Flashing Beacon Signs. Administration seeking different options and estimates for Council review and approval – June Council Mtg.
2022-04-19/16	Painting of Crosswalk – 53 Street and 48 Avenue	Admin	Administration obtained one quote for Crosswalk paint. Awaiting receipt of additional quotes.
2022-04-19/17	2022 Strategic Plan – 1 st Quarter Update	Admin	Strategic Plan and 1 st Quarter update has been uploaded to the website.
2022-04-19/18	Appointment of Development Authority	Admin	B. Magosse appointed as Development Authority.
2022-04-19/20	2022 Operating Budget	Admin	Draft 2022 Operating Budget was amended per Council recommendation. Final budget being presented on May 17. .
2022-04-19/21	Innisfree Delnorte School Financial Society Request – FCC AgriSpirit Fund	Admin	Letter sent to Innisfree Delnorte School Financial Society on April 20, 2022.
2022-04-19/22	Innisfree Delnorte School Financial Society – Multi-Sport Courts	Admin	Letter sent to Innisfree Delnorte School Financial Society on April 20, 2022.
2022-04-19/24	Innisfree Prairie Bank of Commerce Museum	Admin	Letter sent to the Historical Society on April 20, 2022.
2022-04-19/31	2021 Tax Recovery Auction	Admin	Date set for the 2021 Tax Recovery Auction. Council to set reserve bids for each parcel.
2022-04-19/33	Federal Gas Tax Fund Project # GTF-1196 – Driver Feedback Sign	Admin	Administration contacted Mega-Tech regarding the Driver Feedback Sign. ETA unknown.
2022-04-19/34	MSI Project # CAP-14018 Purchase of Side by Side	Admin	Awaiting Park Brake replacement costs per the mechanical inspection
2022-04-19/35 2022-04-19/36 2022-04-19/37	<ul style="list-style-type: none"> • Alberta Rural Health Assoc. • Operating Smile Canada • National Volunteer Week “Proclamations” 	Admin	All proclamations have been signed and uploaded to the Innisfree website.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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MUNICIPAL STIMULUS PROGRAM: AMOUNT REMAINING = \$32,984 (EXPENDITURE DEADLINE: DECEMBER 31, 2022)

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
Birch Lake					
	Ball Diamond Shale	\$7,000	24 Yards (delivery included): \$4,838		Administration has received 2 of 4 quotes. See Schedule "A" for details on quote amounts. - ETA pending on delivery date
	Electrical Upgrades	\$5,000			Administration has touched base with Local Electrician regarding electrical upgrades at the campground. Further information to be provided. Mardar Electric attended the Campground on May 5, 2022. Electrician will provide quote and details.
	Picnic Tables & Fire Pits	\$5,000			Administration ordered one metal picnic table frame, to see the quality of the material (durability, etc.) Replacement Fire Pits no longer required nor picnic tables (aside from minor repairs, most were in good condition).

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
	Outhouse Rehabilitation	\$16,000			- Administration is seeking additional quotes from different parties at this time.
	Tinning of Administration Office Roof	-	\$8,763	Yes	Motion # 2021-03-26/04
	Repairs to Side by Side	-	\$2,998	Yes	Motion # 2021-06-15/12
Fire Hall					
	Replace Overhead Doors	\$6,000	\$573.85 (2021) \$575 (2022)	Yes.	Motion: 2021-12-14/18
	LED Lighting	\$1,500	Quote: \$3,897.08 Actual: \$3,125.48	Yes.	Motion: 2021-12-14/15
	Install Sink/Washing Station	\$1,000	Plumbing Quote: \$ 600 2021 Sink: \$330 2022 Actual: \$650	Yes.	Motion: 2021-12-14/16

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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) Motion # 2021-04-20/21		2022: \$24,140 2023: \$8,440
CAP-12135	Bobcat/Skid Steer Accessories	\$4,381.00	Portable Salt/Sander: \$1,619 (2020)		Project completed.
CAP-13446	Community Garden Project	\$10,000			Administration and Public Works will obtain quotes for dirt, fencing materials, signage and other additions that may be deemed appropriate for the Community Garden. Local contractor quoted \$900-\$1,000 for fencing. Exact cost of materials not yet determined.
CAP-13638	Lawn Equipment & Accessories	\$1,500	Lawn Equipment: \$2,248.04 (Actual) Motion # 2021-04-20/17 May 5, 2022 \$2,151.00 (Actual)	Yes.	Project complete. 3 Additional Weedwhackers purchased for Rec Park/PW on May 3, 2022 (3 Leaf Blowers included in package).
CAP-13414	Village Administration Office Renovations	\$50,000			Admin to advertise RFQ for the removal/ install of flooring, improvements to front counter/desk building exterior & electrical & plumbing upgrades

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CAP-12594	Replacement of Zero Turn Lawn Mower	\$9,000	\$6,405.00 Motion # 2021-04-20/12	Yes.	Project completed.
CAP-14033	Fire Hydrants	\$20,000			Install Fire Hydrants at 54 St (Rec Hall) & 53 St. and 49 Ave to increase coverage. Infrastructure/Capital Plan Item #4.01. <i>Tabled until Spring/Summer 2022 Administration met with contractor and will provide quotes for a future budget meeting.</i> Local Contractor to provide quote in early-mid June.
CAP-14018	Side by Side Purchase	\$15,000	Actual: \$4,000 [Nykolychuk] 2022-04-19/34		Administration applied for MSI Funding to ensure funding was available. Administration has not actioned this item. CAO to update Council on mechanical inspection
-	Trade-in Bobcat/Skid-Steer	-	-		No further action required.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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FEDERAL GAS TAX FUND (ACCEPTED APPLICATION):

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
GTF-1196	Pedestrian Crossing Sign	\$50,000			2022-02-15/06 Administration obtaining quotes and options for Council's consideration.
GTF-516	Innisfree Infrastructure Upgrades	\$75,000 (Remaining Funds – 27,472)	2022 *Est* SFE: 1. Flooding/Culvert Installation: \$4,800 *Paving Cost*		<i>Paving to be completed in Summer 2022.</i>
GTF-1187	Sidewalk Replacement/Rehabilitation	\$217,650			Rehabilitation will continue in 2022-2025 as per application.
GTF-1437	Manhole Repair/Rehabilitation	\$ 25,000			Infrastructure audit recommended 6 Manholes need immediate repairs. PW to identify priority areas, to present at a future budget meeting.

Village of Innisfree Monthly Financial Reconciliation
April 30, 2022

As per Books				
	General Operating	Tax Recovery Account (2015)	Municipal Grants	Capital Reserves
Previous Month Balance	210,280.31	479.50	535,880.44	232,512.22
Deposits	31,978.89			
Deposits in Transit				
Interest Received	178.87	0.47	521.20	41.85
Sub-Total	242,438.07	479.97	536,401.64	232,554.07
Less Disbursements (A/P & PR)	60,215.38			
TD Bank Monthly EFT Fee	25.00			
RBC Monthly EFT Fee	30.26			
Monthly Interac Fee(s)	38.16			
Staples Supplies	299.37			
ATB EFT Fees	30.12			
Alberta Land Titles	70.00			
Liberty Security - Monthly Fee	91.33			
WCB - March	410.58			
Chargeback - NSF Cheque(s)	580.47			
Month End Balance	180,647.40	479.97	536,401.64	232,554.07

As Per Bank				
	General	Tax Recovery Account (2015)	Municipal Grants	Capital Reserves
Month End Balance	194,291.24	479.97	536,401.64	232,551.07
Deposits in Transit	257.92			
Sub-Total	194,549.16	479.97	536,401.64	232,551.07
Less Outstanding Cheques	13,901.76			
Month End Balance	180,647.40	479.97	536,401.64	232,551.07

Outstanding Cheques				
	Chq #	Amount	Chq#	Amount
	344	15.00	142	1,200.91
	402	30.00	144	1,285.87
	473	204.00	145	88.19
	608	30.00	146	111.02
	10407	30.00	147	47.96
	10453	30.00	148	507.57
	10463	82.00	149	67.71
	10534	9.60	150	200.00
	78	91.00	151	48.80
	125	3,593.70	152	323.74
	136	1,664.61	153	170.80
	137	272.50	154	242.68
	138	1,691.98	155	1,045.94
	140	340.00	156	233.68
	141	242.50	Total O/S Chq's	13,901.76



Village of Innisfree

For the Period Ending May 02, 2022

Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
TAXATION			
1-00-00-110	Taxes Residential	166,000.00	0.00
1-00-00-111	Taxes Non-Residential	49,832.00	0.00
1-00-00-112	Taxes M & E	2,224.00	0.00
1-00-00-120	Taxes SP Levy	0.00	0.00
1-00-00-190	Taxes Linear	28,486.00	0.00
1-00-00-230	Taxes Federal GIL	1,208.00	0.00
1-00-00-240	Taxes Provincial GIL	0.00	0.00
1-00-00-250	Taxes Minimum Levy	26,405.00	0.00
1-00-00-321	ASFF Residential Levy	25,843.00	0.00
1-00-00-322	ASFF Non-Residential Levy	11,779.00	0.00
1-00-00-330	Seniors Housing Levy	3,811.00	0.00
1-00-00-260	Taxes - Designated Industrial Property	87.00	0.00
1-00-00-328	ASFF Residential (Over/Under) Levy	1,319.00	0.00
1-00-00-329	ASFF Non-Residential (Over/Under) Levy	608.00	0.00
* TOTAL TAXATION		317,602.00	0.00
REQUISITIONS			
2-00-00-260	Designated Industrial Property Req	87.00	0.00
2-00-00-321	ASFF Requisition Residential	27,162.00	6,529.34
2-00-00-322	ASFF Requisition Non-Residential	12,387.00	2,793.33
2-00-00-328	ASFF Prior Year Levy Adj Residential	0.00	0.00
2-00-00-329	ASFF Prior Year Adj Non-Residential	0.00	0.00
2-00-00-330	Seniors Foundation Requisition	3,811.00	3,811.00
2-01-00-754	Seniors Foundation-Req	0.00	0.00
* TOTAL REQUISITIONS		43,447.00	13,133.67
**P TOTAL TAX AVAILABLE FOR MUNICI		274,155.00	(13,133.67)
GENERAL REVENUE			
1-00-00-510	Penalties Taxes	27,000.00	18,722.74
1-00-00-540	Franchise Fees - Natural Gas	28,025.00	9,976.16
1-00-00-541	Franchise Fees - Electricity	15,200.00	4,167.50
1-00-00-550	Bank Interest (General Operating)	1,500.00	605.22
1-01-00-590	Other Revenue Own Sources Invest	550.00	140.00
1-01-00-790	Sale of Assets Gain/Loss	0.00	0.00
1-11-00-765	Transfer from Reserves General	25,000.00	0.00
1-00-00-551	Bank Interest - Grants	2,500.00	1,485.35
1-00-00-552	Bank Interest - Reserves	300.00	151.55
1-00-00-553	Bank Interest - Tax Recovery '09 (TBill)	2.00	1.33
** TOTAL GENERAL REVENUE		100,077.00	35,249.85
ADMIN REVENUE			
1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	0.00	0.00
1-12-00-290	Election (Senate/Referendum)	0.00	0.00
1-12-00-401	Sales Photocopies, Faxes, Services	1,350.00	559.21
1-12-00-402	Bank Fees Collected	150.00	159.00
1-12-00-560	Rental Revenue Adm	8,500.00	2,322.85
1-12-00-590	Other Revenue Own Sources Adm	1,750.00	667.22
1-12-00-765	Transfer from Reserves - Admin	5,620.00	0.00



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

Page 2 of 8
2022-May-6
4:58:04PM

General Ledger	Description	2022 Budget	2022 Actual
1-12-00-840	Grants Conditional Provincial Adm	0.00	0.00
1-12-00-841	Provincial Grant Capital	50,000.00	0.00
** TOTAL ADMIN REVENUE		67,370.00	3,708.28
FINE REVENUE			
1-21-00-530	Fines Police	100.00	0.00
** TOTAL FINE REVENUE		100.00	0.00
FIRE REVENUE			
1-23-00-410	Fees Fire Fighting	500.00	187.50
1-23-00-765	Transfer from Reserves Fire	5,000.00	0.00
1-23-00-841	Provincial Grants - Fire	1,225.00	0.00
1-23-00-850	Joint Fire Services Agreement	0.00	0.00
1-23-00-990	Proceeds of Capital Disposal Fire	0.00	0.00
** TOTAL FIRE REVENUE		6,725.00	187.50
BYLAW REVENUE			
1-26-00-522	License Animal	1,100.00	1,045.00
1-26-00-523	Business Licenses	500.00	460.00
1-26-00-590	Fines Bylaw	0.00	0.00
** TOTAL BYLAW REVENUE		1,600.00	1,505.00
PUBLIC WORKS REVENUE			
1-32-00-560	PW Rental Revenue	2,500.00	900.00
1-32-00-430	Sales Service (Grass,Snow)	0.00	0.00
1-32-00-765	Transfer From Operating Reserves PW	19,775.00	0.00
1-32-00-830	Grants Federal (CSJ) PW	2,100.00	0.00
1-32-00-840	Grants Provincial - Operating	0.00	0.00
1-32-00-841	Grants Infrastructure Provincial PW	30,000.00	0.00
1-32-00-850	FEDERAL GRANTS	4,800.00	0.00
1-32-00-990	Proceeds of Capital Disposal PW	0.00	0.00
** TOTAL PUBLIC WORKS REVENUE		59,175.00	900.00
STORMWATER REVENUE			
1-37-00-000	Grants - Provincial Capital	0.00	0.00
1-37-00-410	Stormwater Infrastructure Renewal	4,780.00	1,592.15
1-37-00-510	Penalties-Stormwater	0.00	0.00
1-37-00-850	Grant - Federal Capital	0.00	0.00
** TOTAL STORMWATER REVENUE		4,780.00	1,592.15
WATER REVENUE			
1-41-00-410	Water Consumption	42,500.00	14,527.54
1-41-00-411	Regional Water Fund	23,450.00	7,825.00
1-41-00-412	Water Base Fee	29,150.00	9,725.35
1-41-00-510	Penalties Water	2,950.00	915.56
1-41-00-511	Penalties-Regional Water Fund	0.00	0.00
1-41-00-765	Transfer from Reserves Water	0.00	0.00
1-41-00-841	Provincial Grant Capital	48,050.00	0.00
** TOTAL WATER REVENUE		146,100.00	32,993.45



Village of Innisfree

For the Period Ending May 02, 2022

Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
SEWER REVENUE			
1-42-00-410	Billings Sewer	35,850.00	11,956.85
1-42-00-510	Sanitary Sewer Penalties	0.00	0.00
1-42-00-765	Transfer from Reserves Sewer	0.00	0.00
1-42-00-840	Grants Conditional Provincial Sewer	40,500.00	0.00
** TOTAL SEWER REVENUE		76,350.00	11,956.85
SOLID WASTE			
1-43-00-410	Billings Garbage	47,680.00	15,917.78
1-43-00-411	Regional SWM Infrastructure Fee	18,100.00	6,046.40
1-43-00-510	Penalties - Solid Waste	0.00	0.00
1-43-00-511	Penalties SWM Fee	0.00	0.00
1-43-00-764	Transfer from Contributed Reserve Garbag	0.00	0.00
** TOTAL SOLID WASTE		65,780.00	21,964.18
LAND REVENUE			
1-61-00-410	Sale of Land	0.00	0.00
1-61-00-522	Permits (Development, Subdivision)	0.00	75.00
1-61-00-765	Transfer from Reserves - Land	30,000.00	0.00
** TOTAL LAND REVENUE		30,000.00	75.00
PLANNING REVENUE			
1-66-00-522	Permits (Development and/or Subdivision)	150.00	0.00
** TOTAL PLANNING		150.00	0.00
RECREATION REVENUE			
1-72-00-590	Fees Park Grounds	22,000.00	0.00
1-72-00-591	Fees Park Concession	1,500.00	0.00
1-72-00-592	Fees Park Firewood	1,500.00	0.00
1-72-00-760	Disposition Proceeds	0.00	0.00
1-72-00-764	Transfer to Operating Reserves	0.00	0.00
1-72-00-765	Transfer from Reserves Recreation	0.00	0.00
1-72-00-830	Federal Conditional Grants	2,100.00	0.00
1-72-00-415	Rec Park Donations	1,000.00	975.00
1-72-00-841	PROVINCIAL GRANT - CAPITAL	21,000.00	0.00
** TOTAL RECREATION REVENUE		49,100.00	975.00
CULTURAL REVENUE			
1-74-00-400	Van Revenue (Community)	0.00	0.00
1-74-00-557	Museum Cost Recovery	0.00	0.00
1-74-00-591	Revenue Own Sources Culture	0.00	0.00
1-74-00-830	Grants Conditional Federeal Cultural	0.00	0.00
1-74-00-840	Grants Conditional Provincial Cultural	0.00	0.00
1-74-00-860	Other Revenue Own Sources Library	0.00	0.00
1-74-00-900	Recoveries Insurance Cultural	0.00	0.00
1-74-00-415	Museum Donations	0.00	0.00
** TOTAL CULTURAL REVENUE		0.00	0.00
*** TOTAL REVENUE		881,462.00	97,973.59



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
COUNCIL EXPENSE			
2-11-00-130	Employer Cont Source Dec=ductions	200.00	15.59
2-11-00-135	WCB Council	145.00	286.82
2-11-00-151	Fees Council	8,000.00	3,353.75
2-11-00-211	Travel/Subsistence Council	2,500.00	444.41
2-11-00-212	Conventions/Seminars Council	2,500.00	755.56
2-11-00-274	Council Insurance	0.00	0.00
**	TOTAL COUNCIL EXPENSE	13,345.00	4,856.13
GENERAL EXPENSE			
2-19-00-274	General Insurance	6,355.00	6,355.01
**	TOTAL GENERAL EXPENSE	6,355.00	6,355.01
ADMIN EXPENSE			
2-12-00-110	Salaries & Wages Adm	53,360.00	29,912.28
2-12-00-111	Honorarium (Admin)	1,000.00	0.00
2-12-00-115	Salaries & Wages Assistant Adm	31,180.00	0.00
2-12-00-120	Salaries & Wages Casual	0.00	0.00
2-12-00-130	Employer Contributions Source Adm	4,470.00	2,157.80
2-12-00-131	Employer Benefits Adm	13,250.00	4,425.50
2-12-00-135	Workers Compensation ADM	1,420.00	455.64
2-12-00-211	Travel/Subsistence Adm	1,500.00	847.41
2-12-00-215	Telecommunications	3,550.00	1,544.57
2-12-00-216	Postage & Freight	600.00	221.97
2-12-00-212	Education Adm	0.00	0.00
2-12-00-213	Health & Safety Training - Adm	530.00	99.98
2-12-00-217	Website Costs	1,270.00	0.00
2-12-00-220	Membership Dues Adm	1,850.00	1,583.53
2-12-00-221	Advertising/Printing/Subscriptions Adm	5,000.00	745.15
2-12-00-230	Audit/Assessor Fees Adm	25,000.00	20,300.00
2-12-00-250	Contracted Services Adm	10,000.00	2,838.96
2-12-00-274	Insurance Adm	1,026.00	1,026.21
2-12-00-290	Election/Census Expense Adm	750.00	328.77
2-12-00-510	Goods, Materials & Supplies Adm	60,575.00	2,015.45
2-12-00-540	Utilities Heat Adm	1,700.00	461.01
2-12-00-541	Utilities Power Adm	2,500.00	451.38
2-12-00-543	Utilities Water&Sewer Adm	1,380.00	342.66
2-12-00-650	Provision Doubtful Accounts	30,000.00	1,809.71
2-12-00-762	Transfer to Capital Adm	0.00	0.00
2-12-00-765	Transfer to Reserves Adm	1,500.00	0.00
2-12-00-810	Bank Charges Adm	2,500.00	879.71
2-12-00-830	Bank Interest/Overdraft Fees Adm	0.00	0.00
2-12-00-910	Outages/Account for Penny Loss	0.00	0.00
2-12-00-911	Land Title Charges	250.00	30.00
2-12-00-995	Legal Expenses	5,000.00	0.00
2-12-00-770	Grants to Organizations Adm	0.00	0.00
**	TOTAL ADMIN EXPENSE	261,161.00	72,477.69
FIRE EXPENSE			
2-23-00-120	Salaries & Wages Fire	0.00	0.00
2-23-00-135	WCB Fire	0.00	0.00



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
2-23-00-211	Travel & Subsistence Fire	0.00	0.00
2-23-00-215	Telecommunications Fire	950.00	947.62
2-23-00-217	Freight & Postage Fire	10.00	0.92
2-23-00-221	Advertising/Printing/Subscriptions Fire	0.00	0.00
2-23-00-234	Training Fire	0.00	0.00
2-23-00-250	Contracted Services Fire	0.00	6,115.00
2-23-00-274	Insurance Fire	0.00	1,880.27
2-23-00-510	Supplies, Goods & Equipment Fire	1,225.00	1,225.00
2-23-00-521	Fuel & Oil Fire	0.00	0.00
2-23-00-540	Utilities Heat Fire	0.00	(213.41)
2-23-00-541	Utilities Power Fire	0.00	(270.12)
2-23-00-543	Utilities Water & Sewer Fire	0.00	0.00
2-23-00-762	Transfer to Capital Reserves Fire	0.00	0.00
2-23-00-770	Grants to Organizations Fire	0.00	0.00
2-23-00-840	Operational Grant Local Government Fire	0.00	0.00
2-23-00-330	Fire Requisition - Joint F.S.A.	5,000.00	0.00
** TOTAL FIRE EXPENSE		7,185.00	9,685.28
EMERGENCY SERVICE EXPENSE			
2-25-00-300	Ambulance Requisition	0.00	0.00
2-25-00-310	911 Requisition	1,205.00	0.00
2-25-00-330	Police Funding Model (Cost Share)	5,620.00	5,616.00
** TOTAL EMERGENCY SERVICE EXPENS		6,825.00	5,616.00
BYLAW EXPENSE			
2-26-00-221	Bylaw Advertising	0.00	0.00
2-26-00-222	Bylaw Enforcement Costs	550.00	264.96
2-26-00-510	Bylaw Enforcement Goods & Materials	345.00	336.14
2-26-00-216	Postage & Freight - Bylaw	100.00	50.06
** TOTAL BYLAW EXPENSE		995.00	651.16
PUBLIC WORKS EXPENSE			
2-32-00-111	Honorarium (PW)	500.00	0.00
2-32-00-115	Salaries & Wages Casual PW	2,205.00	0.00
2-32-00-130	Employer Contributions Source PW	1,805.00	668.53
2-32-00-131	Employer Benefits PW	2,350.00	1,102.92
2-32-00-135	WCB	470.00	188.72
2-32-00-211	Travel & Subsistence PW	0.00	0.00
2-32-00-215	Telecommunications PW	2,675.00	941.21
2-32-00-217	Freight & Postage PW	75.00	3.67
2-32-00-221	Advertising/Printing/Subscriptions PW	0.00	0.00
2-32-00-250	Contracted Services PW	580.00	137.97
2-32-00-270	CN Services PW	130.00	0.00
2-32-00-274	Insurance PW	1,710.00	1,707.65
2-32-00-510	Goods, Supplies & Materials PW	64,575.00	4,820.95
2-32-00-521	Fuel & Oil PW	7,500.00	3,081.08
2-32-00-540	Utilities Heat PW	3,500.00	960.04
2-32-00-541	Utilities Power (Street/Shop) PW	53,500.00	9,043.08
2-32-00-543	Utilities Water/Sewer PW	0.00	1,853.88
2-32-00-762	Transfer to Capital PW	3,000.00	0.00
2-32-00-110	Salaries & Wages PW	17,912.00	9,376.27
2-32-00-213	Health & Safety Training - PW	2,020.00	279.95



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
** TOTAL PUBLIC WORKS EXPENSE		164,507.00	34,165.92
STORM DRAINAGE EXPENSE			
2-37-00-250	Contracted Services - Storm Drainage	0.00	0.00
2-37-00-510	Goods & Equipment Repairs - Storm Drainage	3,500.00	1,280.00
2-37-00-762	Contribution to Capital - Storm Drainage	4,780.00	0.00
** TOTAL STORM DRAINAGE EXPENSE		8,280.00	1,280.00
WATER EXPENSES			
2-41-00-110	Salaries & Wages Water	7,680.00	2,048.21
2-41-00-120	Salaries & Wages Casual Water	0.00	0.00
2-41-00-130	Employer Contributions Source Water	545.00	133.73
2-41-00-131	Employer Benefits Water	1,010.00	232.31
2-41-00-211	Travel & Subsistence Water	1,920.00	520.00
2-41-00-215	Telecommunications - Water	2,500.00	779.13
2-41-00-217	Freight & Postage - Water	715.00	292.90
2-41-00-250	Contracted Services Water	12,750.00	1,628.48
2-41-00-270	Licenses & Permits Water	0.00	0.00
2-41-00-274	Insurance Water	2,320.00	2,318.34
2-41-00-350	ACE Regional Water Purchase	55,750.00	14,328.90
2-41-00-510	Goods, Supplies & Materials Water	25,500.00	926.99
2-41-00-540	Utilities Heat Water Plant	2,600.00	499.02
2-41-00-541	Utilities Power Water Plant	7,000.00	1,180.02
2-41-00-762	Transfer to Capital Water	2,500.00	0.00
2-41-00-830	Debenture Interest Water	0.00	0.00
2-41-00-831	Debenture Principal Water	0.00	0.00
2-41-00-840	750-Capital ACE Water Contribution	28,050.00	0.00
** TOTAL WATER EXPENSES		150,840.00	24,888.03
SEWER EXPENSE			
2-42-00-110	Salaries & Wages Sewer	7,680.00	2,035.29
2-42-00-130	Employer Contributions Source Sewer	545.00	133.73
2-42-00-131	Employer Benefits Sewer	1,010.00	232.31
2-42-00-215	Freight/Phone/Postage Sewer	75.00	27.91
2-42-00-250	Contracted Services Sewer	570.00	0.00
2-42-00-274	Insurance Sewer	1,550.00	1,540.42
2-42-00-510	Goods, Supplies & Materials Sewer	55,500.00	1,923.99
2-42-00-541	Utilities Power Sewer Lift Stations	7,000.00	1,407.72
2-42-00-762	Transfer to Capital Sewer	2,500.00	0.00
** TOTAL SEWER EXPENSE		76,430.00	7,301.37
GARBAGE EXPENSE			
2-43-00-110	Salaries & Wages Garbage	17,915.00	4,792.12
2-43-00-120	Salaries & Wages Casual Garbage	2,205.00	0.00
2-43-00-130	Employer Contributions Source Garbage	1,805.00	388.19
2-43-00-131	Employer Benefits Garbage	2,350.00	670.50
2-43-00-135	WCB Garbage	470.00	0.00
2-43-00-250	Contracted Services Garbage	26,500.00	5,768.42
2-43-00-274	Insurance Garbage	0.00	0.00
2-43-00-510	Goods, Supplies & Materials Garbage	1,050.00	28.82
2-43-00-521	Fuel & Oil Garbage	0.00	0.00
2-43-00-760	Capital Purchase Garbage	0.00	0.00



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
2-43-00-762	Transfer to Capital Garbage	1,000.00	0.00
2-43-00-770	Contrib. to Local Government	0.00	0.00
2-43-00-840	MSI Cap-Garbage	0.00	0.00
2-43-00-763	Transfer to Reserves - Regional SWM	18,100.00	0.00
** TOTAL GARBAGE EXPENSE		71,395.00	11,648.05
FCSS EXPENSE			
2-51-00-351	FCSS Requisition	1,840.00	1,837.75
** TOTAL FCSS EXPENSE		1,840.00	1,837.75
PLANNING EXPENSE			
2-61-00-200	General Services Contracted	0.00	0.91
2-61-00-250	Contracted Services	0.00	0.00
2-61-00-510	General Goods, Supplies and Materials	30,000.00	0.00
** TOTAL PLANNING EXPENSE		30,000.00	0.91
LAND PURCHASES EXPENSE			
2-66-00-510	General Goods, Supplies and Materials	2,500.00	0.00
2-66-00-710	Land Purchase	0.00	0.00
2-66-00-911	Land Title Costs	100.00	0.00
** TOTAL LAND PURCHASES EXPENSE		2,600.00	0.00
RECREATION EXPENSES			
2-72-00-111	Honorarium (Recreation Park)	0.00	0.00
2-72-00-115	Salaries & Wages Casual Recreation	4,410.00	0.00
2-72-00-130	Employer Contributions Source Recreation	1,270.00	0.00
2-72-00-131	Employer Benefits Recreation	0.00	0.00
2-72-00-135	WCB Rec Park	549.00	70.58
2-72-00-215	Freight/Phone/Postage Recreation	1,650.00	576.13
2-72-00-221	Printing/Advertising/Subscriptions	550.00	400.00
2-72-00-234	Training Recreation	0.00	0.00
2-72-00-250	Contracted Services Recreation	10,000.00	0.00
2-72-00-255	Maintenance Sports Grounds	0.00	0.00
2-72-00-274	Insurance Recreation	1,270.00	1,266.56
2-72-00-510	Goods, Materials & Supplies Recreation	28,000.00	1,456.02
2-72-00-521	Fuel and Oil Park	1,700.00	0.00
2-72-00-540	Utilities Heat Park Building	1,500.00	69.84
2-72-00-541	Utilities Power Park Grounds	4,600.00	295.41
2-72-00-543	Water/Sewer/Gas Hall	0.00	0.00
2-72-00-591	Concessions Park Grounds	1,200.00	0.00
2-72-00-592	Firewood - Recreation Park	3,000.00	0.00
2-72-00-760	Contribution to Capital	0.00	0.00
2-72-00-762	Transfer to Capital Recreation	1,500.00	0.00
2-72-00-764	Transfer to Operation Reserves Recreation	0.00	0.00
2-72-00-770	Donations Recreation	1,000.00	0.00
2-72-00-213	Health & Safety Training - Rec	1,515.00	0.00
** TOTAL RECREATION EXPENSES		63,714.00	4,134.54
CULTURE EXPENSES			
2-74-00-110	Honorariums (Library/Museum)	0.00	0.00



Village of Innisfree
For the Period Ending May 02, 2022
Revenue & Expense Report

General Ledger	Description	2022 Budget	2022 Actual
2-74-00-120	Wages- Museum & Library	0.00	0.00
2-74-00-250	Contracted Services Library/Museum	0.00	0.00
2-74-00-274	Insurance Cultural Organization	1,900.00	1,898.00
2-74-00-300	Regional Library Requisition	1,150.00	1,150.60
2-74-00-350	Local Municipal Library Grant	3,500.00	0.00
2-74-00-510	Goods & Materials Library/Museum/Culture	0.00	254.55
2-74-00-415	Donations - Museum	0.00	0.00
2-74-00-540	Utilities Heat Museum	5,125.00	1,571.44
2-74-00-541	Utilities Power Museum	1,855.00	338.48
2-74-00-221	Printing/Advertising/Subscriptions	150.00	195.77
**	CULTURE EXPENSES	13,680.00	5,408.84
***	TOTAL EXPENSES	879,152.00	190,306.68
****	(SUPLUS)/DEFICIT	(2,310.00)	92,333.09

*** End of Report ***



Village of Innisfree

Tax Trial Balance (Full Listing)

Trial Balance As Of 2022-05-02

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	314,105.66		Local Improvement Levy					0.00
		Additional Tax Levy	0.00		Accumulated Penalty					18,722.74
					Outstanding Penalty					18,005.85
Sub Ledger						General Ledger				
		Current	6,171.09							
		1 Year	39,261.38				3-00-00-211			6,178.77
		2 Years	29,856.95				3-00-00-212			143,433.63
		3 Years	26,311.66							
		Over 3	48,011.32							
		Outstanding	<u>149,612.40</u>				Totals			<u>149,612.40</u>
						Total GL				149,612.40
						Total SL				149,612.40
						Proof				<u>0.00</u>

*** End of Report ***



Village of Innisfree
Utilities Trial Balance (All Balances)
 Trial Balance As Of 2022-05-02

Page 1 of 1
 2022-May-2
 11:33:59AM

Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	2,028.98		
Overdue 1	1,288.18	3-00-00-274	6,390.14
Overdue 2	1,080.75		
Overdue 3	1,131.30		
Overdue 4	860.93		
Outstanding	6,390.14	Totals	6,390.14
		Total GL	6,390.14
		Total SL	6,390.14
		Proof	0.00

*** End of Report ***



Village of Innisfree

Cheque Listing For Council

2022-May-2

11:34:40AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220113	2022-04-05	AMSC Insurance Services	4-00-00-239	1936-2022-04	PAYMENT APRIL 2022 EMPLOYEE BENEFITS	1,314.43	1,314.43
20220114	2022-04-05	ATB Financial MasterCard	2-12-00-510 2-12-00-216 2-26-00-216 2-41-00-217 2-32-00-215 2-12-00-510 2-12-00-220 2-12-00-220 2-12-00-220 2-12-00-510 2-11-00-212 2-12-00-213 2-12-00-213 2-32-00-213	Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10 Feb 13 - Mar 10	PAYMENT ADOBE PDF Sub. Admin Postage Bylaw Postage UT Postage PW MCSNet Norton AntiVirus Software - 2022-2023 LGAA Membership LGAA Convention Reversal of LGAA Convention Zoom Annual Subscription 2022 Spring Leaders Caucus Health & Safety Training - T. Rogers Health & Safety Training B. Magosse Health & Safety Training R. Dobler	20.99 73.63 18.35 84.04 104.95 31.49 118.13 551.25 (551.25) 210.00 346.50 52.49 52.49 293.94	1,407.00
20220115	2022-04-05	CANADA REVENUE AGENCY	4-00-00-237	MARCH 2022	PAYMENT MARCH 2022 SOURCE DEDUCTIONS	3,636.26	3,636.26
20220116	2022-04-05	Champion Commercial Products Ltd	2-32-00-510	554034	PAYMENT BOBCAT/SKIDSTEER - BATTERY & C	390.08	390.08
20220117	2022-04-05	County of Minburn	2-12-00-510	33519	PAYMENT COUNTY MAP - ADMIN OFFICE	15.75	15.75
20220118	2022-04-05	Government of Alberta	2-25-00-330	1800027065	PAYMENT 2021-2022 POLICE FUNDING MOVE	5,616.00	5,616.00
20220119	2022-04-05	Magosse, Brooke	2-12-00-211	ICS TRAINING	PAYMENT ICS 300 TRAINING (MEALS AND MILE	278.35	278.35
20220120	2022-04-05	McEwen, Darlene	2-12-00-510 2-12-00-250	CLEANING MARCH 2022	PAYMENT JANITORIAL/CLEANING SUPPLIES MARCH 2022 CLEANING	25.69 250.00	275.69
20220121	2022-04-05	Metrix Group LLP	2-12-00-230	Q 3 - 2021	PAYMENT 3RD & FINAL AUDIT BILLING - 2021 A	10,500.00	10,500.00
20220122	2022-04-05	Municipal Assessment Services	2-12-00-230	V01046	PAYMENT Q2 - 2022 ASSESSMENT SERVICES	1,207.50	1,207.50
20220123	2022-04-05	Munisight Ltd.	2-12-00-250	INV224396	PAYMENT APRIL 2022 - MUNIWARE SOFTWARE	323.74	323.74
20220124	2022-04-05	Telus Communications Company	2-12-00-215 2-41-00-215 2-41-00-215 2-72-00-215 2-12-00-215 2-12-00-215	Mar 28-Apr 27 Mar 28-Apr 27 Mar 28-Apr 27 Mar 28-Apr 27 Mar 28-Apr 27 Mar 28-Apr 27	PAYMENT CABLE MILEAGE 780-592-2010 780-592-2041 780-592-2414 780-592-3729 780-592-3886	47.63 73.86 89.93 94.86 75.69 125.20	507.17
20220125	2022-04-12	ACE	2-41-00-350	199	PAYMENT MARCH 2022 WATER CONSUMPTION	3,593.70	3,593.70
20220126	2022-04-12	Alberta Municipal Services Corpor	2-32-00-540 2-41-00-540 2-74-00-540 2-12-00-540 2-32-00-541 2-32-00-541 2-41-00-541 2-74-00-541 2-23-00-541 2-12-00-541 2-42-00-541 2-72-00-541	22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746 22-1042746	PAYMENT PW GAS WTP GAS MUSEUM GAS ADMIN BLDG GAS STREET LIGHTS PW POWER WTP POWER MUSEUM POWER FIRE HALL POWER ADMIN BLDG POWER LIFT STATION POWER REC PARK POWER	241.17 209.49 433.30 143.52 4,255.31 259.48 574.25 168.57 20.34 214.60 661.09 154.10	7,335.22



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20220127	2022-04-12	County of Minburn	2-43-00-250	33669	PAYMENT		2,224.55
			2-43-00-250	33671	MARCH 2022 TIPPAGE & HAULING 2021 TONNAGE SHORTFALL	1,051.85 1,172.70	
20220128	2022-04-12	Magosse, Brooke	2-12-00-211	ICP TRAINING	PAYMENT ICP TRAINING/EXERCISE - APRIL 6&	183.00	183.00
20220129	2022-04-12		Munisight Ltd.	2-12-00-250	225098	PAYMENT	
		2-12-00-250		225099	MUNIWARE - TERM LICENSE SOFTV MUNIWARE PROFESSIONAL SERVIC	105.00 262.50	
20220130	2022-04-12	NextGen Automation	2-74-00-221	397960	PAYMENT MARCH 2022 LIBRARY PHOTOCOPIE	70.11	70.11
20220131	2022-04-12		Suncor Energy Products Partnersl	2-32-00-521	MARCH 2022	PAYMENT MARCH 2022 FUEL	
20220132	2022-04-12	Telus Mobility		2-12-00-215	APR 2-MAY1	PAYMENT CAOPW CELLPHONE	69.28
			2-32-00-215	APR 2-MAY1	CAOPW CELLPHONE	102.17	
20220133	2022-04-12	Village of Innisfree	2-32-00-543	MARCH 2022	PAYMENT PW SHOP UT COSTS	678.11	905.45
			2-74-00-540	MARCH 2022 (ML	MUSEUM UT COSTS	109.14	
			2-12-00-543	MARCH 2022 (V.C	VILLAGE OFFICE UT COSTS	118.20	
20220134	2022-04-12	Dobler, Robert					1,500.00
20220135	2022-04-12	Magosse, Brooke					1,000.00
20220136	2022-04-27	Dobler, Robert					1,664.61
20220137	2022-04-27	McMann, Deborah					272.50
20220138	2022-04-27	Rogers, Thelma					1,691.98
20220139	2022-04-27	Magosse, Brooke					2,166.98
20220140	2022-04-27	Johnson, Jennifer					340.00
20220141	2022-04-27	Raycraft, Evan C					242.50
20220142	2022-04-27	ATB Financial MasterCard			PAYMENT		1,200.91
			2-12-00-510	MAR 11 - APR 12	ADOBE SUBSCRIPTION	20.99	
			2-41-00-217	MAR 11 - APR 12	POSTAGE	2.89	
			2-12-00-216	MAR 11 - APR 12	POSTAGE	24.17	
			2-32-00-217	MAR 11 - APR 12	POSTAGE - PW	2.89	
			2-32-00-215	MAR 11 - APR 12	MSCNET INTERNET PW	104.95	
			2-11-00-212	MAR 11 - APR 12	1 NIGHT - LEADERS CAUCUS COUR'	223.42	
			2-11-00-212	MAR 11 - APR 12	1 NIGHT - LEADERS CAUCUS COUR'	223.42	
			2-12-00-211	MAR 11 - APR 12	ICS 300 TRAINING - HOTEL STAY	360.38	
			2-12-00-216	MAR 11 - APR 12	POSTAGE ADM	6.76	
			2-12-00-216	MAR 11 - APR 12	MAILING OF AP CHEQUES	10.63	
			2-61-00-200	MAR 11 - APR 12	DEVELOPMENT PERMIT POSTAGE	0.96	
			2-12-00-216	MAR 11 - APR 12	LAND TITLES/AP MAIL	8.79	
			2-72-00-215	MAR 11 - APR 12	DONATION RECEIPTS	5.79	
			2-26-00-216	MAR 11 - APR 12	AR INVOICES/STATEMENTS	12.55	
			2-41-00-217	MAR 11 - APR 12	UT INVOICES APRIL 2022	95.68	
			2-12-00-810	MAR 11 - APR 12	ATB MASTERCARD ANNUAL FEE & II	73.24	
		3-00-00-998		TX RECOVERY 2022 TX ARREARS LIST	2.04		
		3-00-00-998		TX RECOVERY 2022 TX ARREARS LIST - LETTERS	4.83		
		3-00-00-998		TX RECOVERY DISCHARGE OF TX NOTIF - POSTAG	2.04		
		3-00-00-998		TX RECOVERY 2021 TX ARREARS LETTERS	14.49		
20220143	2022-04-27	CANADA REVENUE AGENCY	3-00-00-230	2021 GST	PAYMENT 2021 GST OWED	1,052.80	4,200.97
			2-12-00-810	2021 GST	INTEREST OWED - GST	0.87	
			4-00-00-237	APRIL 2022	APRIL 2022 SOURCE DEDUCTIONS	3,079.81	
			2-12-00-130	DECEMBER 2021	2021 SOURCE DEDUCTION DISCREP	33.75	
			2-32-00-130	DECEMBER 2021	2021 SOURCE DEDUCTION DISCREP	33.74	
20220144	2022-04-27	County of Minburn			PAYMENT		1,285.87



Village of Innisfree

Cheque Listing For Council

2022-May-2
11:34:40AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220144	2022-04-27	County of Minburn	2-43-00-250	33730	Q 1 - 2022 MANN WTS COST SHARE	1,285.87	1,285.87
20220145	2022-04-27	Dobler, Robert	2-32-00-510	APRIL 2022	PAYMENT BATTERY CHARGER - PW	88.19	88.19
20220146	2022-04-27	Johnson, Jennifer	2-11-00-211	APRIL 2022	PAYMENT APRIL 2022 MEETING MILEAGE	111.02	111.02
20220147	2022-04-27	Knott, Shelley	2-12-00-510	APRIL 2022	PAYMENT DONUTS - INNISFREE PRAIRIE PRIN	47.96	47.96
20220148	2022-04-27	Lakeland Fire & Safety Supply	2-12-00-510 2-74-00-510	012831 012832	PAYMENT ADMIN BLDG - ANNUAL INSPECTION MUSEUM - ANNUAL INSPECTION	319.04 188.53	507.57
20220149	2022-04-27	Magosse, Brooke	2-12-00-211	ACE AGM	PAYMENT MILEAGE PAID TO ATTEND ACE AGM	67.71	67.71
20220150	2022-04-27	McEwen, Darlene	2-12-00-250	APRIL 2022	PAYMENT APRIL 2022 JANITORIAL	200.00	200.00
20220151	2022-04-27	McMann, Deborah	2-11-00-211	APRIL 2022	PAYMENT APRIL 2022 MEETING MILEAGE	48.80	48.80
20220152	2022-04-27	Munisight Ltd.	2-12-00-250	INV226042	PAYMENT MAY 2022 - MUNIWARE SOFTWARE	323.74	323.74
20220153	2022-04-27	Raycraft, Evan	2-11-00-211	APRIL 2022	PAYMENT APRIL 2022 MEETING MILEAGE	170.80	170.80
20220154	2022-04-27	Ron's Auto & AG Inc	2-32-00-510	02633	PAYMENT SKID STEER BATTERY REPLACEMENT	242.68	242.68
20220155	2022-04-27	Town of Vegreville	2-41-00-250 2-41-00-211 2-41-00-510	MARCH 2022 MARCH 2022.2 MARCH 2022.3	PAYMENT MARCH 2022 WATER SUPERVISION MARCH 2022 MILEAGE WTP SUPERVISOR 4 X BATTERY WTP & ADMIN FEE	508.90 210.00 327.04	1,045.94
20220156	2022-04-27	Vegreville News Advertiser	2-72-00-510	225780	PAYMENT 2022 CAMPGROUND RECEIPT BOOK	233.68	233.68
20220157	2022-04-28	Minco Gas Co-op Ltd.	2-72-00-540	MARCH 2022	PAYMENT MAR 2022 - REC PARK HEAT	38.85	38.85

Total 60,215.38

*** End of Report ***

**May 17, 2022 – CAO Report - PUBLIC WORKS REPORT – 9. SCHEDULE “C”
April 19, 2022 – May 17, 2022**

Public Works Department

- PWF Completed OH&S courses (WHMIS/Working Alone/Lawn Maintenance Equipment)
- PWF completed Alberta Emergency Alert Training – accessed AEMA website and practised submission of an Emergency Alert message
- Seasonal Employee completed all OH&S courses over the period of May 9-11th
- Obtained new grass whips that included 3 free leaf blowers (all battery operated)

Transportation:

- Performed some road maintenance; gravelled in certain areas due to settling over the winter
- Spoke with Paving Contractor who advised the Paving Project would tentatively begin the end of June/start of July
- Completed some lawn maintenance on boulevard due to snow removal; returned sod

Water Department:

- Water tests are performed daily at the Water Reservoir as well at several random addresses within the Village.
- Assisted with turning the water on in the Park Administration building; water froze over winter; numerous water leaks. Plumber contractor repaired the damages.

Sanitary Sewer Department:

- Monitor North Lift Station via online access daily
- Attend the West and South Lift Stations to check them, weekly

Solid Waste Management

- Weekly garbage collection is ongoing (every Tuesday).
- Encountering over-weight bags too heavy to pick up; per Administration, pictures are sent to Administration with the address to notify the occupant of the problem and the remedy.

Public Works “On-going” Project List:				
Project	Description	To be Completed by:	Status	Deadline:
Clean up Transfer Station	Remove dumped metal, furniture, etc.	Public Works & Contractor	Ongoing	Fall 2022
Trimming of Tree’s	Ensuring back-alleys/sidewalks are clear of over hanging trees.	Public Works	Ongoing	Re-occurring
West Concrete Pile	Removal of concrete on the west end.	Public Works/Contractor	Ongoing	Summer 2022
Seniors Drop-In CC Valve Replacement	Replace cc valve at the Seniors Citizens’ Centre.	Contractor	Ongoing. CC Valve will need to be replaced. 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

May 1 – 11, 2022 Activities:

- Plumbing repairs were required at startup. There are changes that will need to be made to the annual flushing routine of the water system; Rec Park Manager will compose the schedule before the end of the season
- Washrooms have been pressure-washed and scrubbed clean, shower curtains were taken home and washed shower heads replaced in both washrooms; pressure-washed outside Admin. office., as well as the washroom walls and ceilings
- Site #24 cleaned and ready for the Seasonal camper to occupy; the campground has received 17 reservations for the month of May so far.
- The Recreation Office has been rearranged to setup for the Concession Store, utilizing a freezer and stand-up fridge to contain frozen and fresh foods, drinks and other grocery items. Clean up included the removal of a small freezer that no longer worked, removal of unnecessary furniture to make room for space to set up a small crafting area for activities for children and adults during rainy days. Brought in a TV, DVD/Blue-Ray player for entertainment along with DVDs and Blue Ray movies (only for use at the Rec Office; not for renting/lending out.) Admin. main door - replaced the dead bolt lock; PW Foreman has a second key.
- Rec Shop area cleaned up, removal of expired/unusable items, new corkboard (found onsite) set up to hang tools on. Drywall repair due to plumbing leak. Developing a shop inventory list.
- Painting picnic tables with deck, water-proof paint to preserve the wood & prolong length of use; repairs will be made as required.
- Painting women's, men's bathrooms & shower doors white for greater visibility. Manager has a family member creating permanent decals, with the "person" symbol for the shower house doors.
- Added solar motion-sensor lights to the outdoor washrooms for improved night vision and adding hooks to lock doors on the outside to prevent animals (bears) from getting inside; most will need window screens replaced.
- Outhouse by horseshoe pit to be shingled with some spare shingles the Rec Manager has at home.
- Baseball started May 4th, received a donation offer from Dwayne Fowler to locate another set of harrows; Rec Manager schedules harrowing of the baseball diamond on Wednesday mornings.

Proposed Work - to be completed:

- **Replace** in-ground firepits near pine trees with rings or barrel bottoms—to prevent an underground fire hazard
- **Playground** to be rototilled and new sand replaced on top; (same with horseshoe pits.) Have a volunteer who's donating their time & machine for the project; Rec Manager will over-see the work.
- **Beach Restoration** – volunteer to rototill the beach from bottom of stairs to existing sand and approximately 150 metres on each side to rid of weeds and grass; D. Fowler has offered to donate all the sand for this area, as well as in the playground area.
- **Designate two areas for OFF LEASH DOG Park** – area demonstrated in the attached map. Will make signs to advise of area access, include Doggie bags post, create "No Dogs" signs for playground and beach, not including the Day Use area & add signage that areas "Are At Own Risk" and that the Village assumes no responsibilities for pet injuries (standard rules for off-leash parks.)
- **Prevent ATV Access** – place posts/low chains in centre of beginning/end of hiking trails and campground access from the Highway 870 Lookout point to prevent ATV access to the Park (*see attached map*)
- **Children's Scavenger hunt** – making animal silhouettes for Children's scavenger hunt; will post around the campground, on hiking trails, park buildings with a short description of each animal/bird. The silhouettes will be moveable and be relocated at random; small prizes to be given for a "full paper hand in" with a colourable picture.
- **Craft nights** – have some ideas and have lots of craft supplies; still in the "works"

Submitted by 2022 Rec Camp Manager Cat Threadgould, May 11, 2022.

Area for dogs to swim away from public beach

Add post in center top and bottom of Trails or chains stop ATV access

YOU ARE HERE *

- Hiking Trails ———
- Powered Sites — P ———
- Garbage Cans — O ———
- Showers ——— X ———

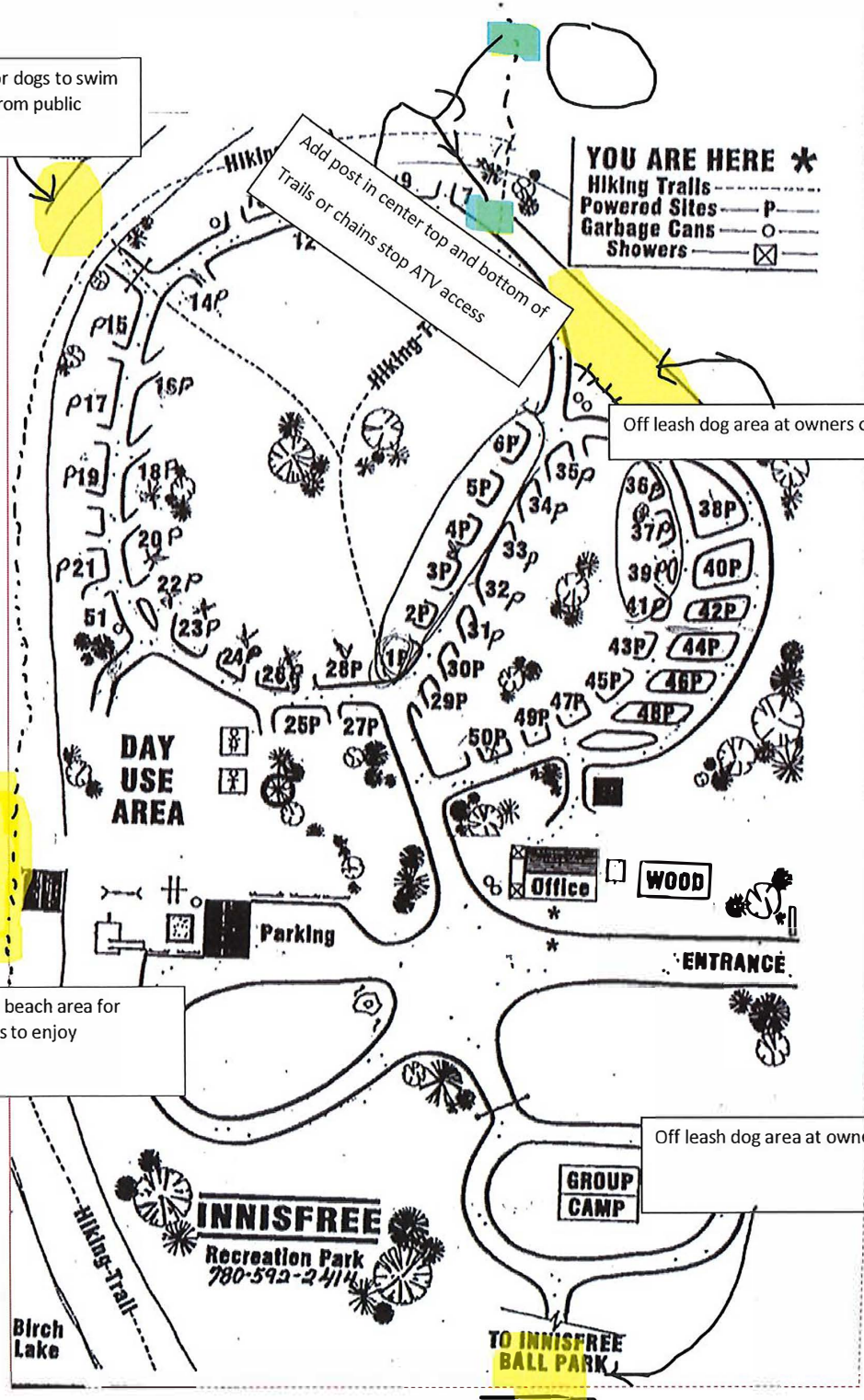
Commented [CT1]:

Off leash dog area at owners own risk

Restore beach area for campers to enjoy

Restore beach area for campers to enjoy

Off leash dog area at owners own risk





Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: May 11, 2022

Call Summary

No calls within the village from April 12 to May 11

Stats Year to Date

Calls	26
Training Sessions	8
Equipment Checks	4
Average Chute Time	6 Minutes 8 seconds
Firefighters on Roster	12

Other

County has purchased a live fire training prop to add a level of realism to our training.

Will be completing a controlled burn around the rec center on May 11 at fire training night.

His/Her Worship Mayor,

I'm writing to you on behalf of Nature Canada's ocean protection team with an opportunity to help create positive change for your community, and the natural world we all rely on.

Canada has the longest coastline in the world. With it comes the duty to be leaders in protecting and restoring the ocean. As part of the Global Deal for Nature in the Paris Accords, our government **has promised to protect 30 percent of oceans by 2030** through establishing Marine Protected Areas. In 2015 only one percent of Canadian oceans were protected. But as of 2020, due advocacy by Canadians like you, nearly 14 percent of the world's oceans are now safeguarded for generations to come.

Municipalities can be powerful change agents in the goal to protect 30 percent of the world's oceans by 2030. We have seen this leadership in action in combating climate change, when cities and towns across the world stepped up to reduce their greenhouse gas emissions and pressured federal governments to do the same. Whether on the coast or far inland, municipalities rely on ocean ecosystems for seafood production, climate regulation, and the preservation of unique and beautiful animals and ecosystems.

Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation.

Reaching our ocean protection goal will help us win the fight against global warming. Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation. The oceans play a pivotal role counteracting climate change as the largest carbon sink, providing more than half our oxygen while storing fifty times more carbon than the atmosphere. Oceans also regulate weather, helping to balance the uneven distribution of solar radiation.

Here's why we need you: Your voice as a municipality can influence national governments and have a direct effect on the quality of life for your residents. It's as easy as having the council pass the attached resolution. By taking this simple step, you will be helping our policy team show government officials that Canadians support National Marine Protected Areas and encourage them to implement effective policies.

It would mean a great deal to us if you could sign on to help secure a future for our generation and the generations to come.

In solidarity with you and with our natural world,

Paul Gregory
Senior Oceans Campaigner

Nature Canada is one of the oldest national nature conservation charities in Canada. For 80 years, we've helped protect over 110 million acres of parks and wildlife areas in Canada and countless species. Today, Nature Canada represents a network of over 130,000 members and supporters, guided by more than 1,200 nature organizations.

**A RESOLUTION IN SUPPORT OF MUNICIPALITY X RECOGNIZING AND CELEBRATING
WORLD OCEANS DAY 2022 AND THE ADVANCEMENT OF OCEAN CONSERVATION IN
CANADA**

WHEREAS, Wednesday, June 8, 2022, is the 30th annual World Ocean's Day. World Oceans Day is the United Nations day for celebrating the role of the ocean in everyday life and inspiring action to protect it.

WHEREAS, Countries around the world, including Canada as a prominent leader, have committed to protecting 30% of their ocean territory by 2030 in order to reverse nature loss in the ocean and safeguard at-risk marine life.

WHEREAS, The ocean is home to hundreds of species at risk, vulnerable ecosystems, and is a crucial carbon sink shielding us from the worst of climate change.

WHEREAS, The ocean produces over half of the world's oxygen and absorbs 50 times more carbon dioxide than our atmosphere. Therefore protecting the ocean is in the interest of all life on Earth, and communities both coastal and inland, as it is essential to our shared future.

WHEREAS, It is the jurisdiction of the Government of Canada, under various pieces of legislation and regulation, to establish marine protected areas in consultation with Indigenous Peoples. Many Indigenous nations and communities are leading in the conservation of the ocean, and have been stewards of the ocean since time immemorial.

WHEREAS, It is important for municipal leaders to demonstrate support for actions to safeguard the ocean, as they have for action on climate change and other environmental matters of national importance.

WHEREAS, In celebrating the ocean, and protecting its habitats and ecosystems, we can together raise the profile of ocean conservation's critical role in improving planetary health and slowing the crisis of species collapse and ecosystem decline.

Therefore be it resolved that the MUNICIPALITY OF X recognizes the 30th anniversary of World Oceans Day on June 8th, 2022 and supports national and international efforts to protect 30% of the ocean by 2030.

Village of Innisfree (CAO)

From: Debbie <debmcmcom@yahoo.com>
Sent: April 26, 2022 12:01 AM
To: Evan Raycraft; Jennifer Johnson; Village of Innisfree (CAO)
Subject: Robert Saik

I shared a bit on Facebook to you about Robert Siak. He is speaking at Grad this year and is an internationally known agronomist. After hearing about the Val Sweeting Day in Vegreville, I wonder if you should have a Robert Saik Day in Innisfree?

Debbie



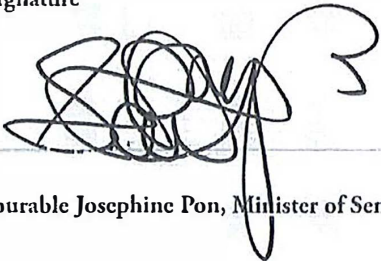
DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 6 – 12, 2022 to be Seniors' Week in

Community

Official Title

Official Signature



The Honourable Josephine Pon, Minister of Seniors and Housing

Letters/Emails:

- April 20 – **CiB 2022** - 2022 Communities in Bloom Participation invitation
- April 20 – **Town of Taber** – Copy of letter to AUC, re: Rising Utility Fees
- May 3 – **County of Minburn Dev. Officer** – Invitation to participate in 2023 Orthophotos Project
- May 9 – **Town of Coaldale** - Copy of letter to AUC, re: Rising Utility Fees
- May 9 – **Town of Mundare** – Copy of Letter to Solicitor re: Alberta Provincial Police Force

Magazines/Newsletters:

- Alberta INNOVATIONS** Spring 2022
- Canadian Process Equipment** April 2022

Other Correspondence:

- MP SHANNON STUBBS** Spring 2022 Bulletin
- ACE Corporation** April 22 Shareholders Annual Update
- ACE Corporation** 2021 Audited Financial Statement
- Associated Engineering** Mannville Landfill Closure – Engineering Report (2013)

- Town of Taber** Invitation to 2022 AB/Japan Twinned Municipalities Conference – June 3 & 4, 2022 in Taber

- National Police Federation** Community Engagements Report