

1. Call to Order
2. Agenda
 - a. Deletions/Additions
 - b. Adoption of Agenda
3. Delegation
 - a. Vermilion RCMP Detachment, Sgt. Dunsmore (Page 2 – 3)
4th Quarter Community Policing Report & Statistics
4. Adoption of Minutes
 - a. May 17th, Regular Council Minutes (Page 4 – 7)
 - b. May 24th, 2022, Special Council Minutes (Page 8)
5. Business Arising from the Minutes
6. Policies & Bylaws
 - a. Cell Phone Policy 1200-01 Revisions Proposed (Page 9 – 13)
 - b. Equipment Rental Policy 3200-02 Proposal (Page 14 – 15)
7. New Business
 - a. County of Minburn – Innisfree Fire Hall Transfers - RFD (Page 16 – 17)
 - b. County of Minburn – Economic Development Strategy – RFD (Page 18 – 19)
 - c. Tax Payment Plan Request – RFD (Page 20)
8. Councillor Reports
9. Administration Reports
 - a. CAO Report, Action List & Municipal Grants Report (Page 21 – 32)
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending May 31, 2022 (Page 33)
 - ii. Revenue & Expense (Page 34 – 41)
 - iii. Tax Trial Balance (Page 42)
 - iv. Utility Trial Balance (Page 43)
 - v. Accounts Payable Cheque List – Period Ending May 31, 2022 (Page 44 – 46)
 - c. Public Works Foreman Report – Period Ending June 14, 2022 (Page 47 – 48)
 - d. Rec Park Manager Report – Period Ending June 14, 2022 (Page 49)
 - e. Regional Fire Chief Report – Period Ending June 14, 2022 (Page 50)
10. Correspondence:
 - a. MP Stubbs – Town Hall – Three Questions on Economic Factors (Page 51)
 - b. 2022 Stars of Alberta Volunteer Awards Nominations (Page 52 – 57)
 - c. Alberta Municipal Affairs – 2022 Village Grant Funding Announcements (Page 58 – 59)
 - d. AMA – Bill 21 – Fact sheet (Page 60 – 63)
 - e. AMA – Ministerial Order MSL: 095/18 Letter (Page 64)
 - f. CN Rail Safety Week 2022 Proclamation (Page 65)
 - g. ACE Water: EPCOR – Addition of Orthophosphate to Water Treatment (Page 66 – 69)

List of Correspondence – Period Ending June 21, 2022 (Page 70)

11. Adjournment

Delegation Request for Presentation to Council

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

Name of Delegation: Vermilion RCMP

Contact Name /Person making presentation: Sgt Mike Dunsmore
Issue to be discussed: 4Th Quarter Stats and detachment status report

Request of Council:

Date of Council Meeting: June 21, 2022

Delegation Time: _1715____

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

Delegations are limited to 10 minutes.

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

Note: all Council Meetings are open to the public.

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

Amendments: Effective Date _____ Resolution No. _____
Effective Date _____ Resolution No. _____

Policy

The Village of Innisfree recognizes the need to provide clear direction to delegations wishing to address Council to ensure both parties are prepared for the discussion with adequate information to hold a meaningful discussion.

Purpose

The purpose of this policy is to set guidelines for delegation attendance to council meetings and to ensure that both parties receive adequate notice and information.

1.0 DEFINITIONS

- 1.1 **Agenda** is the formal agenda document developed and provided to Council five (5) calendar days prior to the council meeting date.
- 1.2 **Delegation** is an individual or group who want to be included on the Council meeting agenda to address Council
- 1.3 **Delegation Form** is the document that Delegations must complete.

2.0 PROCEDURES

- 2.1 This policy applies all individuals, groups or organizations who want to be included on a Council Meeting Agenda.
- 2.2 Delegation requests for presentation to council must be received at the Village Office seven calendar (7) days prior to the council meeting date.
- 2.3 Delegations must submit a written report.
- 2.4 The report must provide sufficient information that outlines the Delegation's presentation that is understandable and what result the delegation is seeking.
- 2.5 Delegations are limited to ten (10) minutes.

3.0 End of Procedure.

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, May 17, 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
2022-05-17/01

Moved by Mayor Johnson that the agenda be approved with the following additions:

Business Arising:

5A – Rec Park Side by Side - Update

New Business:

7F – Mannville Landfill Remediation Project

7G – Request to Purchase – Grey Sided Storage Building

7H – Innisfree Delnorte School Sustainability Committee Request – Woodworking Program

Correspondence:

10D – 2022 Grad Greetings – 106.5 FM Radio

10E – P. Smith – Minimum Municipal Tax

CARRIED

APPROVAL OF REGULAR
COUNCIL MINUTES
2022-05-17/02

Moved by Clr. Raycraft that the April 19, 2022, Regular Council Meeting minutes be approved with the following amendments:

- "Traffic Bylaw 670-22" – Schedule "A" amending sections "FOR VIOLATION OF SECTIONS 7.5 and 4.4" to read "FOR VIOLATION OF SECTIONS 4.3, 4.4 & 6.4"
- "Traffic Bylaw 670-22" - Schedule "A" amending section "FOR VIOLATION OF SECTION 4.4" to read "FOR VIOLATION OF SECTIONS 4.4 & 4.3"
- "Traffic Bylaw 670-22" Schedule "A" amending section "FOR VIOLATIONS OF SECTION 7.5" to read "FOR VIOLATIONS OF SECTION 6.4"
- "Temporary Borrowing Bylaw First Reading" removing "Clr. McMann" and adding "Clr. Raycraft"
- Amending the "Header" of every second page "February 15, 2022" to read "April 19, 2022"
- "Master Rate Bylaw First Reading" removing "Mayor Johnson" and adding "Clr. McMann"
- "Master Rate Bylaw Second Reading" removing "Clr. McMann" and adding "Mayor Johnson"

CARRIED

APPROVAL OF SPECIAL
COUNCIL MINUTES
2022-05-17/03

Moved by Mayor Johnson that the April 27, 2022, Special Budget Meeting minutes be approved with the following amendments:

- Add Resolution number "1" for the Approval of Agenda
- Add Resolution number "2022-04-27-02" for the 2022 Operating Budget & 2023-2027 Budget Forecast.
- Add "Carried" under Motion # 2022-04-27/02" for the 2022 Operating Budget & 2023-2027 Budget Forecast.

CARRIED

MSI CAPITAL CAP-14018 -
REC PARK SIDE BY SIDE –
UPDATE
2022-05-17/04

Moved by Clr. Raycraft that Administration be directed to purchase the 2011 Yamaha Adventure with Powered Tilt Cargo Box at a cost of \$5,200 (GST Excluded) from Golf Cart People (Edmonton, AB) pursuant to MSI Capital Application CAP-14018.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF MAY 17, 2022

TRAFFIC BYLAW 670-22
THIRD & FINAL READING
2022-05-17/05

Moved by **Clr. Raycraft** that Traffic Bylaw 670-22 be given THIRD and FINAL reading this 17th day of May 2022 with the following amendment:

- Section 1: Short Title
- 1.0 – Replacing the word “sited” with the word “cited”

CARRIED

BYLAW 672-22 -- REPEAL
OBSOLETE EMA
BYLAW 647-20
FIRST READING
2022-05-17/06

Moved by **Mayor Johnson** that Repeal Bylaw 672-22 be given FIRST reading this 17th day of May 2022.

CARRIED

BYLAW 672-22 -- REPEAL
OBSOLETE EMA
BYLAW 647-20
SECOND READING
2022-05-17/07

Moved by **Clr. McMann** that Repeal Bylaw 672-22 be given SECOND reading this 17th day of May 2022.

CARRIED

BYLAW 672-22 – REPEAL
OBSOLETE EMA
BYLAW 647-20
AUTHORIZE THIRD AND
FINAL
2022-05-17/08

Moved by **Clr. Raycraft** that Repeal Bylaw 672-22 be authorized for FINAL readings this 17th day of May 2022.

UNANIMOUSLY CARRIED.

BYLAW 672-22 – REPEAL
OBSOLETE EMA
BYLAW 647-20
THIRD AND FINAL
2022-05-17/09

Moved by **Mayor Johnson** that Repeal Bylaw 672-22 be given THIRD and FINAL reading this 17th day of May 2022.

CARRIED

MINISTERIAL DIRECTIVES
-- VIABILITY REVIEW
REPORT
2022-05-17/10

Moved by **Clr. McMann** 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, the 10-30 Year Infrastructure/Capital Plan and 2022 Strategic Plan to ensure compliance with Ministerial Order MSL:095/18.

CARRIED

2022 OPERATING BUDGET
& 2023-2027 BUDGET
FORECASTS
2022-05-17/11

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

CARRIED

2022 CAPITAL BUDGETS
2022-05-17/12

Moved by **Clr. Raycraft** that Council approve the 2022 Capital Budget, 10-30 Year Infrastructure/Capital Plan and 5-year Capital Plan as presented.

CARRIED

2022 Mill Rate Bylaw
675-22
FIRST READING
2022-05-17/13

Moved by **Mayor Johnson** that Mill Rate Bylaw 675-22 be given FIRST reading this 17th day of May 2022.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF MAY 17, 2022

2022 Mill Rate Bylaw
675-22
SECOND READING
2022-05-17/14

Moved by **Clr. Raycraft** that Mill Rate Bylaw 675-22 be given SECOND reading this 17th day of May 2022.

CARRIED

2022 Mill Rate Bylaw
675-22
AUTHORIZE THIRD
READING
2022-05-17/15

Moved by **Clr. Raycraft** that Mill Rate Bylaw 675-22 be authorized to receive FINAL reading this 17th day of May 2022.

DEFEATED

2021 PUBLIC AUCTION –
RESERVE BIDS
2022-05-17/16

Moved by **Clr. McMann** 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:

<u>LINC Number</u>	<u>Legal Description</u>	<u>Title Number</u>	<u>Reserve Bid</u>
0015651599	8776S; 16; 6	102361885	\$ 1,500
0014926604	4175R; 9; 10-11	982397025	\$ 12,000
0013126040	3340HW; 19; 1	132083725	\$ 15,000
0016261489 / 0016261497	6127HW; 20; 5-6	182306452 / 182306452 +1	\$ 20,000
0018368266 / 0018368274	4175R; 6; 4-6	192155373 / 95F125	\$ 40,000

- 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.

CARRIED.

MANNVILLE LANDFILL
RECLAMATION PROJECT
2022-05-17/17

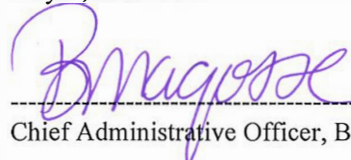
Moved by **Clr. McMann** that Council endorse a motion to approve the 2023 Mannville Landfill Station Reclamation Project, per the County of Minburn No. 27 request, with the understanding that the County of Minburn No. 27 will commit to the Re-Payment Plan Agreement, projected over an estimated 10-Year Period.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF MAY 17, 2022

OFFER TO PURCHASE – GREY SIDED STORAGE BUILDING 2022-05-17/18	Moved by Mayor Johnson that Council approve the Offer to Purchase in the amount of \$1,000 (GST Included), for the purchase of the Grey Sided Storage Building located behind the Public Works Shop.	<u>CARRIED</u>
INNISFREE DELNORTE SCHOOL SUSTAINABILITY COMMITTEE REQUEST – WOODWORKING PROGRAM 2022-05-17/19	Moved by Clr. Raycraft that Council direct Administration to send a letter to the Innisfree Delnorte School Sustainability Committee and Buffalo Trail School Division in support of the Woodworking Program and collaboration of facility use.	<u>CARRIED</u>
RECESS 2022-05-17/20	Moved by Mayor Johnson that a recess be called at 7:29 PM.	<u>CARRIED</u>
RECONVENE 2022-05-17/21	Moved by Mayor Johnson that the meeting reconvene at 7:34 PM.	<u>CARRIED</u>
MEETING TO EXCEED THREE (3) HOURS 2022-05-17/22	Moved by Clr. McMann that the meeting extend past 8:00 PM.	<u>CARRIED</u>
COUNCILLOR REPORTS 2022-05-17/23	Moved by Clr. McMann that all items listed under “Councillor Reports” be approved as presented.	<u>CARRIED</u>
ANNUAL PUBLIC MEETING/OPEN HOUSE 2022-05-17/24	Moved by Mayor Johnson that the Village schedule an Annual Public Meeting/Open House on June 22, 2022, from 6:00 PM – 8:00 PM at the Innisfree Prairie Bank of Commerce Museum.	<u>CARRIED</u>
ADMINISTRATION REPORTS 2022-05-17/25	Moved by Clr. Raycraft that all items listed under “Administration Reports” be approved as presented.	<u>CARRIED</u>
OCEAN’S DAY 2022 PROCLAMATION 2022-05-17/26	Moved by Mayor Johnson that June 8, 2022, be proclaimed as Ocean’s Day 2022.	<u>CARRIED</u>
SENIORS WEEK DECLARATION – JUNE 6-12, 2022 2022-05-17/27	Moved by Clr. Raycraft that June 6-12, 2022, be proclaimed as Seniors Week.	<u>CARRIED</u>
CORRESPONDENCE 2022-05-17/28	Moved by Mayor Johnson that all items listed under “Correspondence” be approved as presented.	<u>CARRIED</u>
ADJOURNMENT	Moved by Mayor Johnson to adjourn the meeting at 9:02 PM.	

Mayor, J. Johnson



Chief Administrative Officer, B. Magosse

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 Tuesday, May 24, 2022.

CALL TO ORDER

Mayor Johnson called the meeting to order at 3:04 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 Tax Mill Rate Bylaw 675-22 – 3rd Reading
- AB Municipalities Power+ Energy Aggregation Procurement
- Innisfree Delnorte School Financial Society – Request for Support

APPROVAL OF AGENDA
2022-05-24/01

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

CARRIED

2022 TAX MILL RATE
BYLAW 675-22
THIRD READING
2022-05-24/02

Moved by **Clr. Raycraft** that Tax Mill Rate Bylaw 675-22 be given THIRD and FINAL reading this 24th day of May 2022.

CARRIED

AB MUNICIPALITIES
POWER+ ENERGY
AGGREGATION
PROCUREMENT
2022-05-24/03

Moved by **Clr. McMann** that Council direct Administration to sign the Alberta Municipalities Energy Procurement – Group Buying Form for the Village of Innisfree, with 0% Green Power.

CARRIED

INNISFREE DELNORTE
SCHOOL FINANCIAL
SOCIETY – REQUEST FOR
SUPPORT
2022-05-24/04


Moved by **Mayor Johnson** that Council authorize Administration to process a payment of the Development Permit Fee for the Innisfree Delnorte School Financial Society in the amount of \$75.

CARRIED

ADJOURNMENT

Moved by **Mayor Johnson** for adjournment at 3:25 PM.

Mayor, J. Johnson



Chief Administrative Officer, B. Magosse

Request for Decision (RFD)

Topic: Cell Phone Policy 1200-01 Amendment
Initiated by: Administration
Attachments: Cell Phone Policy 1200-01 – Current
Cell Phone Policy 1200-01 – Amendment Recommendation

Purpose(s):

1. To review and endorse Cell Phone Policy 1200-01 as presented.

Background:

1. The Village revised the Cell Phone Policy on April 19th, 2022, to address changes to remove references to the Fire Chief remunerations following the new Intermunicipal Fire Services Agreement with the County of Minburn effective January 1st.

Key Issues/Concepts:

1. Recommendation from Administration to update the Policy to add provisions in the event a Councillor or an Employee is fined for Distracted Driving while conducting Village business.
2. The Distracted Driving Legislation regulates the use of communication devices while operating any motorized equipment and other actions:
3. Alberta's distracted driving law applies to all vehicles as defined by the Traffic Safety Act and all roads in Alberta. It restricts drivers from doing any of the following, even while stopped at red lights:
 - a. using hand-held cell phones
 - b. texting or e-mailing
 - c. using electronic devices such as laptop computers, video games, cameras, video entertainment displays and programming portable audio players such as MP3 players
 - d. entering information on GPS units
 - e. reading printed materials in the vehicle
 - f. writing, printing, or sketching
 - g. personal grooming such as brushing and flossing teeth, putting on makeup, curling hair, clipping nails, or shaving.
4. The penalty for distracted driving in Alberta is a \$300 fine and 3 demerit points.
5. The penalty and demerit points are levied against the Perpetuator/Driver; not the equipment Owner.
6. The Village should not be held responsible for the action of the Driver who does not following the law.
7. Proposed amendments are in **BOLD** and underlined in the Policy presented.

Options:

1. That Council endorse the amendments to Cell Phone Policy 1200-01 as presented.
2. That Council endorse the Cell Phone Policy 1200-01 with amendments.
3. That Council direct Administration in another manner regarding Cell Phone Policy 1200-01.

Financial Implications:

1. None identified

Relevant Policy/Legislation:

1. Traffic Safety Act, c.T-6, RSA 2000 – Distracted Driving Regulation AR2-113/2011
2. MGA, c.M-26, RSA 2000

Political/Public Implication(s):

1. None identified.

Recommendation:

1. That Council endorse the amendments to Cell Phone Policy 1200-01 as presented.

Policy

The Village of Innisfree recognizes the need to have and to provide for wireless communication in the workplace.

Purpose

The purpose of this policy is to set guidelines and standards regarding wireless communication and cell phone devices for CAO and staff which include the Public Works Foreman.

This policy is to provide Staff of the Village of Innisfree with options relating to wireless and cell phone devices to be used for Village related work and for personal use.

This Policy supersedes any previous Village of Innisfree Cell phone and Administration Policies.

1.0 DEFINITIONS

1.1 “Cell Phone” shall mean any device capable of accessing, sending, or receiving messages, or other information, either verbally, or in written form.

1.2 “Chief Administrative Officer”: shall mean a person appointed to the position by Council and may be abbreviated as ‘CAO.’

1.3 “Council” shall mean the current elected officials of the Village of Innisfree.

1.4 “Hands-free device”: any accessory enabling wireless communication device usage without requiring the operator’s hands.

1.5 “Mobile equipment”: any equipment that carries an operator and can be set in motion by operator action. Cars, trucks, backhoes, loaders, RTV’s, or mowers.

1.6 “Official Use”: municipal business, which relates to the official duties of the employee.

1.7 “Personal Use”: calls which do not relate to the official duties of the employee.

1.8 “Public Works Foreman” means the individual hired by the Municipality to perform public utility services for the Village.

Village of Innisfree
Procedure No: 1200-01

Cell Phone Policy

- 1.9 **"Staff"**: shall mean any full-time person working for the Village of Innisfree who requires a cell phone to conduct their daily business on behalf of the Village, and/or who is in an on-call position.
- 1.10 **"Village"**: shall mean the Village of Innisfree, its employees, or its duly authorized representatives.
- 1.11 **"Wireless communication device (digital or analog)"**: any device capable of accessing, sending, or receiving messages, or other information, either verbally, or in written form. This includes cellular phones, smart phones, blackberries, personal digital assistants (PDAs) etc.

2.0 PROCEDURES

- 2.1 The CAO and the Public Works Foreman will be provided a Village-owned cell phone with a service plan approved by the CAO.
- 2.2 Alternatively, the Village will provide a flat fee reimbursement of \$50 per month for individual's personal cell phone usage.
- 2.3 A proper carrying case is required for the cell phone to alleviate damages that could be caused by work related duties. The Village will provide the first case only.
- 2.4 The CAO and employees must safeguard the cell phone and if damage occurs to a personal cell phone due to a work-related incident, the Village will replace the phone up to a maximum amount of \$100.
- 2.5 If damage occurs to a Village-owned cell phone, the cost of replacement may be the responsibility of the employee.
- 2.6 Replacement of personal cell or Village-owned phones due to negligence of the CAO or employee will not be paid for by the Village.
- 2.7 On-call employees must keep the phone on 24 hours a day, until their on-call duties are finished.
- 2.8 The use of cell phones for personal use while working should be minimized unless those calls are urgent.

3.0 End of Procedure.

Policy

The Village of Innisfree recognizes the need to have and to provide for wireless communication in the workplace **and while providing services to the Village of Innisfree.**

Purpose

The purpose of this policy is to set guidelines and standards regarding wireless communication and cell phone devices for **Council**, CAO and **Employees** which include the ~~Public Works Foreman~~ **Recreation Park/Campground Manager.**

This policy is to provide ~~Staff~~ **Council and Employees** of the Village of Innisfree with options relating to wireless and cell phone devices to be used for Village related work and for personal use.

This Policy supersedes any previous Village of Innisfree Cell phone and Administration Policies.

1.0 DEFINITIONS

1.1 "Cell Phone" shall mean any device capable of accessing, sending, or receiving messages, or other information, either verbally, or in written form.

1.2 "Chief Administrative Officer": shall mean a person appointed to the position by Council and may be abbreviated as 'CAO.'

1.3 "Council" shall mean the current elected officials of the Village of Innisfree.

1.4 "Hands-free device": any accessory enabling wireless communication device usage without requiring the operator's hands.

1.5 "Mobile equipment": any equipment that carries an operator and can be set in motion by operator action. Cars, trucks, backhoes, loaders, RTV's, or mowers.

1.6 "Official Use": municipal business, which relates to the official duties of the **Councillor or** employee.

1.7 "Personal Use": calls which do not relate to the official duties of the **Councillor or** employee.

1.8 "Public Works Foreman" means the individual hired by the Municipality to perform public utility services for the Village.

1.9 "Recreation Park Manager" means the individual hired annually, by the Municipality to provide managerial services at the Innisfree Birch Lake Park and Campground

1.10 "Staff": shall mean any full-time person working for the Village of Innisfree who requires a cell phone to conduct their daily business on behalf of the Village, and/or who is in an on-call position.

Effective Date: **Jan.19, 2013** Amendment: Effective Date **Oct.22, 2014**, Resolution No. **2014-10-21/04**
 Resolution No. **N/A** Amendment: Effective Date **Apr.19, 2022** Resolution No. **2022-04-19/09**
 Amendment: Effective Date:

- 1.11 **“Village”**: shall mean the Village of Innisfree, its employees, or its duly authorized representatives.
- 1.12 **“Wireless communication device (digital or analog)”**: any device capable of accessing, sending, or receiving messages, or other information, either verbally, or in written form. This includes cellular phones, smart phones, blackberries, personal digital assistants (PDAs) etc.

2.0 PROCEDURES

- 2.1 The CAO and the Public Works Foreman will be provided a Village-owned cell phone with a service plan approved by the CAO.
- 2.2 Alternatively, the Village will provide a flat fee reimbursement of \$50 per month for individual’s personal cell phone usage.
- 2.3 A proper carrying case is required for the cell phone to alleviate damages that could be caused by work-related duties. The Village will provide the first case only.
- 2.4 The CAO and employees must safeguard the cell phone and if damage occurs to a personal cell phone due to a work-related incident, the Village will replace the phone up to a maximum amount of \$100.
- 2.5 If damage occurs to a Village-owned cell phone, the cost of replacement may be the responsibility of the employee.
- 2.6 Replacement of personal cell or Village-owned phones due to negligence of the CAO or employee will not be paid for by the Village.
- 2.7 On-call employees must keep the phone on 24 hours a day, until their on-call duties are finished.
- 2.8 The use of cell phones for personal use while working should be minimized unless those calls are urgent.
- 2.9 Drivers shall be responsible for the payment of any/all driving infraction charges.**

3.0 PERSONS AFFECTED

3.1 Council, Board Members, Employees and Volunteers

4.0 End of Procedure.

Request for Decision (RFD)

Topic: Policy 3200-03 – Equipment Rental Policy - Proposed

Initiated by: Administration

Attachments: Proposed Policy 3200-03 – Equipment Rental Policy

Purpose(s):

1. To review and endorse the Equipment Rental Policy to ensure consistency in rental requests, addresses Occupational Health & Safety regulations and mitigates affects to the Village General Liability insurance.

Background:

1. The Village Master Rates Bylaw records specific fees for different pieces of Village-owned equipment; some with Operator, some without.

Key Issues/Concepts:

1. The Village does not have a Standard Operating Procedure (SOP) for rental services.
2. Aspects of the OH&S and insurance concerns are important considerations in the issuance of rental equipment, especially due to the renters' possible non-trained use of specified equipment.
3. The Policy addresses the Village's priorities for the equipment use as well as staffing considerations.
4. Inspection of the equipment being rented are required, pursuant to OH&S, both before the equipment is rented and post-use of the equipment and the renter agrees to pay any damages occurring from their use of the equipment.

Options:

1. That Council endorse Equipment Rental Policy 3200-03 as presented.
2. That Council endorse the Equipment Rental Policy 3200-03 with amendments.
3. That Council direct Administration in another manner regarding proposed Equipment Rental Policy 3200-03.

Financial Implications:

1. None identified

Relevant Policy/Legislation:

1. OH&S Act
2. MGA, c.M-26, RSA 2000

Political/Public Implication(s):

1. None identified.

Recommendation:

1. That Council endorse Equipment Rental Policy 3200-03 as presented.

Policy Statement: The Council of the Village of Innisfree will provide direction to standardize the priority and procedure for the rental of Village Equipment and its Employees.

1. General:

1. The Village will provide Innisfree residents the option to rent specified Village equipment, pursuant to the Master Rates Bylaw in effect.
2. Priority for rental of any Village equipment will be as follows:
 - a. Village work requiring the piece of equipment being requested, will be prioritized over fulfilling the request for the equipment rental.
 - b. Village Staffing requirements for a request of equipment with Operator, shall determine the availability of any rental.

2. Procedures:

The procedure for equipment rentals shall be as follows:

1. Requests for equipment rental shall be directed through the Administration Office.
2. Administration will direct Public Works with regards to the rental request.
3. Public Works staff shall inspect the equipment to verify its status prior to contacting the interested party with regards to the receipt/delivery of the equipment.
4. The Public Works staff shall require the Renter to complete the Waiver form; and shall complete a Work Order to record the work and retain the documents until the rental period ends.
5. Upon delivery/receipt of the equipment, the Public Works staff shall inspect the equipment and complete the Waiver Notice and secure the Renter's signature on the Work Order.
6. Should the inspection reveal any problems or damages to the equipment, the Public Works staff shall document the issue and contact the CAO to address the issue.
7. Should the inspection demonstrate no deficiencies, the Work Order, and the Waiver Form shall be submitted to the Administration Office for billing purposes.

3. End of Procedure.

Request for Decision (RFD)

Topic: County of Minburn – Fire Hall Ownership Transfer
Initiated by: County of Minburn
Attachments: Letter date May 30, 2022, from the County of Minburn

Purpose(s):

- 1. To approve the transfer of ownership of the Innisfree Fire Hall pursuant to the Regional Fire Services Agreement with the County of Minburn.

Background:

- 1. The Regional Fire Services Agreement came into effect on January 1, 2022.
- 2. Section 4 of the Agreement states:
 - 4. TRANSFERS AND MANAGEMENT:**
 - a. *The Village shall transfer all owned and joint owned fire department related equipment to the County concurrent with the execution of this Agreement*
 - b. *The Village shall transfer ownership of the fire hall located at 4903 51 St Innisfree, Alberta (the "Fire Hall") to the County at no cost.*
 - c. *The County shall become the sole owner of all fire department related equipment and will manage the equipment accordingly.*
 - d. *In the event the County offers up for sale the Fire Hall, or if this Agreement is terminated, the Village will be given first right of refusal to own the Fire Hall at no cost.*
 - e. *The County shall be solely responsible for funding the replacement of any future purchases of apparatus or equipment as it deems necessary to meet the applicable level of service.*

Key Issues/Concepts:

- 1. Pursuant to the Agreement, the Village has agreed to the transfer of the Fire Hall ownership to the County of Minburn. (The agreement also includes provision for first right of refusal.)
- 2. Pursuant to **MGA, S.72(1)** a municipality may only acquire an interest in land outside its boundaries only if the council of the municipality authority in whose boundaries the land is located consents in writing to the acquisition.

Options:

- 1. Endorse a motion: that the Village of Innisfree authorizes the transfer of the Innisfree Fire Hall located at 4903 – 51 Street (Legal Address: Plan 4175R; Block 1; Lot 33) to the County of Minburn pursuant to the Regional Fire Services Agreement, effective January 1, 2022.
- 2. That Council declines to approve the ownership transfer of the Innisfree Fire Hall to the County of Minburn.
- 3. That Council directs Administration is another manner regarding the ownership transfer of the Fire Hall to the County of Minburn.

Financial Implications:

None identified. Clause 4.b. of the Agreement provides the Municipality with certainty in the future as well, if situations change.

Relevant Policy/Legislation:

- 1. Regional Fire Services Agreement dated January 1st, 2022.
- 2. **MGA – Intermunicipal Collaboration Framework**

Political/Public Implication(s):

No perceived political nor public implications identified.

Recommendation:

MOTION: : that the Village of Innisfree authorizes the transfer of the Innisfree Fire Hall located at 4903 – 51 Street (Legal Address: Plan 4175R; Block 1; Lot 33) to the County of Minburn pursuant to the Regional Fire Services Agreement, effective January 1, 2022.



COUNTY OF MINBURN NO. 27

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

RECEIVED

JUN -2 2022

P.O. Box 550
4909 - 50th Street
Vegreville, Alberta
Canada T9C 1R6

Phone: (780) 632-2082
Fax: (780) 632-6296

www.MinburnCounty.ab.ca
E-Mail: info@minburncounty.ab.ca

May 30, 2022

Village of Innisfree
Box 69
Innisfree, AB T0B 2G0

Dear Brooke:

Re: Fire Hall Ownership Transfer

At its regular April meeting, Council directed Administration to request consent from the Village of Innisfree by way of Council resolution to authorize the County of Minburn's acquisition of the Innisfree Fire Hall in accordance with the new Fire Service Agreement which states that the Village of Innisfree shall transfer ownership of the fire hall located 4903 – 51 Street to the County of Minburn at no cost.

According to Section 72(1) of the *Municipal Government Act (MGA)* a municipality may acquire an interest in land outside its boundaries only if the council of the municipality authority in whose boundaries the land is located consents in writing to the acquisition.

The County of Minburn will proceed with the transfer of land following receipt of your Council's resolution.

Regards,

Jason Warawa
Chief Administrative Officer

Request for Decision (RFD)

Topic: Economic Development Strategy (EDS)
Initiated by: County of Minburn
Attachments: Letter from County of Minburn Re: EDS

Purpose(s):

1. To address the undertaking by the County of Minburn for the two-stage development of a new Economic Development Strategy.
2. To discuss the Village of Innisfree Council perspective on several aspects of several pertinent economic Development issues, pending an approximate 20–25-minute phone interview with the CAO.

Background:

1. The County contracted Outlook Market Research to gather information for the development of a new Economic Development Strategy.
2. Individuals are invited to complete a 5 – 10-minute online survey with an opportunity to win prizes from Co-op and County 106.5 at the end of the survey:
<https://minburncounty.ab.ca/p/project---economic-development-strategy>
3. Frank Scap from the Outlook Market Research company will be conducting 20 – 25-minute phone interviews to help gather information for the development of the plan.

Key Issues/Concepts:

1. The County is interested in the Village Council perspectives on some of the following issues:
 - a. Business retention
 - b. Business expansion
 - c. Local Government policies (Commercial Development Incentives Policy 6900-01)
 - d. Regional Economic gaps
 - e. New business opportunities
 - f. Intermunicipal cooperation (Re: ICP, Regional Fire Services; EMA; Landfill, etc.)
2. Council may wish to draft key points on each topic to form a cohesive response to the interviewer.

Options:

1. Council directs Administration to compile the Village Council perspectives on Economic Development Strategies per discussion and report the same during the CAO interview.
2. Council directs Administration in another manner with regards to the Economic Development Strategies interview questions.

Financial Implications: None identified.

Relevant Policy/Legislation:

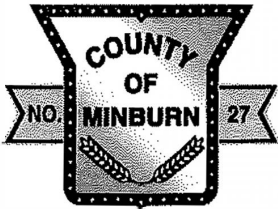
1. **Village Strategic Plan – MISSION** – *Innisfree, a progressive community supported by local partnerships – committed to better living.*
2. **MGA – 708.28(1)** Intermunicipal Collaboration Framework
3. **Policy 6900-01** - *Commercial Development Incentives*

Political/Public Implication(s):

No perceived political nor public implications identified.

Recommendation:

Council directs Administration to compile the Village Council perspectives on Economic Development Strategies per discussion and report the same during the CAO interview.



COUNTY OF MINBURN NO. 27

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

P.O. Box 550
4909 - 50th Street
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Phone: (780) 632-2082
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www.MinburnCounty.ab.ca
E-Mail: info@minburncounty.ab.ca

May 25, 2022

County of Minburn Stakeholder

Dear Sir/Madam,

RE: County of Minburn Economic Development Strategy

The County of Minburn is undertaking the development of a new Economic Development Strategy (EDS). We kindly request your input through an approximately 20 to 25 minute phone interview and a 5 to 10 minute survey to help gather information for the development of the Plan.

Interview:

Frank Scap from Outlook Market Research will be contacting you to set up a convenient time for a phone or video call interview. Franks Scap's phone # is 214-306-1359 (Texas area code); so, if you see a call coming from this number, it pertains to the interview.

We are interested in your perspective on issues related to business retention, expansion, and attraction, as well as local government policies, regional economic gaps, new business opportunities, and intermunicipal cooperation. We want to ask your views on how the County of Minburn can best foster economic development in the region.

Survey:

Please visit the project website for more information, progress updates, and a link to a quick online survey that you're able to complete *at your convenience*:

- <https://minburncounty.ab.ca/p/project--economic-development-strategy>, OR,
- <https://www.surveymonkey.com/r/6B3HWWR>

Prizes:

You can enter to win prizes from Co-op and County 106.5 at the end of the survey.

All responses will be held in **strict confidence** by the research team. Responses used in project reporting will not be attributable to any individual.

If you have any questions, feel free to contact me at 780-632-2082 or dgegolick@minburncounty.ab.ca

Sincerely,

A handwritten signature in black ink, appearing to read 'Davin Gegolick'.

Davin Gegolick
Planning and Development Officer

Request for Decision (RFD)

Topic: Tax Payment Plan Request
Initiated by: Bylaw 666-21 – Tax Payment, Non-Payment, Prepayment and Penalties Bylaw
Attachments: None

Purpose(s):

1. To address a request for a Tax Payment Plan for Tax Roll # 1570 pursuant to Bylaw 666-21.

Background:

1. Bylaw 666-21, Section 14 states the following: *“Notwithstanding section 13, a taxpayer may enter into an arrangement for the payment of taxes by installments upon which terms and conditions differ from those contained in section 13 are approved by Council of the Village of Innisfree.”*
2. Section 13 addresses a requirement for taxpayers to notify the Village prior to January 31st, to pay their tax payment over twelve consecutive months, thereby avoiding penalties on September 30th, so long as all of their monthly payments are processed.
3. Section 14 endorses all those parameters of the Bylaw, regarding penalties and non-payment of an installment, etc., however, Section 14 also allows a Taxpayer to inquire and seek Council endorsement of a different payment plan after January 31st.

Key Issues/Concepts:

1. The Taxpayer has proposed a tax payment plan for the last six months of the year (July to December), with a large lump sum payment to cover the January to June timeframe.
2. The Tax Account would be paid in full before year-end, pursuant to the twelve-month payment plan.

Options:

1. That Council decline the request from Tax Roll # 1570 for a Tax Installment Plan for \$289.28 to be paid monthly, for six months, starting July 2022, with the Tax Account being paid in full by December 31, 2022.
2. That Council endorse Tax Roll # 1570 Tax Installment Plan for \$289.28 to be paid monthly, for six months, starting July 2022, with the Tax Account being paid in full by December 31, 2022.

Financial Implications:

1. None.

Relevant Policy/Legislation:

1. Bylaw 666-21 – Specifically Sections 13 & 14

Political/Public Implication(s):

1. Demonstrates empathy for individuals during this COVID-19 Climate.

Recommendation:

1. That Council endorse Tax Roll # 1570 Tax Installment Plan for \$289.28 to be paid monthly, for six months, starting July 2022, with the Tax Account being paid in full by December 31, 2022.

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – June 21, 2022

11 – Council

- Elected Official Training:
 - Munis-101
 - No further updates currently. Administration awaits confirmation of upcoming training dates.
 - Spring Municipal Leaders Caucus:
 - *Update from Mayor Johnson & Councillor Raycraft**

12 – Administration

- Finances
 - 2022 Combined Assessment & Taxation Notices
 - Administration mailed the 2022 Combined Assessment & Taxation Notices on May 31, 2022. Please note the following deadlines:
 - Deadline to submit an Assessment complaint/appeal is August 8, 2022.
 - Deadline for payment is September 30, 2022.
- 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 June 8, 2022, which included the Recreation Park Manager and Temporary Summer Employee.
 - Next Meeting:
 - Administration, Public Works, and Recreation will be conducting monthly Safety Meetings pursuant to the Occupational Health and Safety Act; next meeting has been set for July 6, 2022.
- Other:
 - Substance Release Report (May 31, 2022):
 - Upon my return from Holidays (May 31) it was reported that there was an oil material release outside of the Village of Innisfree Public Works Building (5016 – 52 Street). Upon notification, Administration attended the scene and observed the presence of several unsecured barrels of used oil and oil filters, located on the west side on the grounds of the Public Works Building, determined to have been possibly left by previous Public Works employees, that had overflowed, and leaked onto the ground surrounding the barrels and containers.
 - Administration immediately submitted a Substance Release Report with Alberta Environment, per the regulations.
 - Administration secured services with a contractor that specialized in recycling used oil, and all used oil located in the barrels and containers were recycled and removed. The same contractor is scheduled to remove the used oil filters and containers on May 13 or 14, 2022 (free of charge).

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – June 21, 2022

Administration will continue to monitor the situation and will be seeking Alberta Environment's recommendations, to clean the site up upon removal of all contaminated materials and will be moving all structures to fully access the area. Administration has contacted a few Environmental Consultants, regarding an estimate for testing.

Administration will continue to update Council, as the Village moves forward.

- 2011 Yamaha Golf Cart
The golf cart was picked up by Golf Cart People. The throttle switch needed to be replaced. It was returned to the Campground on June 9, 2022.
- Proposed Playground Idea
Council brought to Administration's attention, the idea of installing playground within the Village of Innisfree (on Village owned property). Two locations are currently being proposed for the possible installation of a playground:
 - Community Garden Location (C1): with lack of interest in the community garden for the past two years, Administration recommends reseeding the area to grass, and possibly installing a park/playground or gazebo in this location. The Village would have to Re-zone this area to R2 to allow the installation of a park area if Council wished to proceed.
 - Vacant lands located north of railroad tracks, along Secondary Highway 870 (R2): This location is located along Secondary Highway 870. It is believed that the lands would be large enough to install a playground, however the Administration is reluctant to install a playground as there is no safe railway crossing for pedestrians/children to access a park; this may not be the best location.
- MCCAC – Electric Vehicle Charging Station
Administration has not heard back from ATCO yet. Administration will continue to reach out.
- Canada Day Events (July 1)
Flyer to be hand delivered to each Council member
- Public Meeting/Open House
Reminder to all Council members that the Village will be hosting a Public Meeting/Open House on June 22, 2022, from 6pm – 9pm at the Innisfree Museum. Hot Dogs, Hamburgers, and refreshments to be served.
- Innisfree & District Fish & Game Garbage Bin Request for the Fishpond
Administration contacted Environmental Metal Works out of Two Hills, to inquire on the purchase of an additional garbage bin. The cost for a bin was \$1,289 (GST exclusive) and would not be available until early to mid August. Fish & Game has confirmed the purchase. Administration has submitted the order per their request.
- Administration met with McKay Waterworks President/Owner and he provided a detailed presentation on a combination water meter/remote reader. The Village currently has multiple properties that do not have water meters; also there are some

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – June 21, 2022

meters not working. Therefore, the Village must order new meters. Administration would like to recommend replacement of all existing meters in residences, business, etc. to be replaced with the new combination water meter/remote reader system (approximately 110 meters/Active UT Accounts). Funds can be accessed from the MSP (Municipal Sustainability Program) Grant Fund. Remaining funds to date are approximately \$ 21,150 (which would cover approx. 70 Meters). Administration estimates a total of \$33,000 (Approx. 110 Acc. X \$300/meter = \$33,000) plus a \$5,000 contingency for vacant/inactive replacement accounts/setup. **This would utilize remaining MSP Funds before the December 31, 2022 deadline; with remaining funds to be used from CCBF (Canada Community-Building Fund) Grant formerly known as Federal Gas Tax Fund (FGTF) which would cover the remaining meter costs.**

23 – Fire

- Fire Chief Report:
 - See Schedule “C”

25 – Emergency Service

- DEM Meeting
 - Village of Innisfree, Village of Mannville, County of Minburn and the Town of Vegreville held a Virtual DEM Meeting on June 16, 2022, to discuss:

26 – Bylaw Enforcement

- Updates:
 - Bylaw Enforcement Officer will continue to monitor and enforce applicable bylaws.
 - Bylaw Enforcement Officer sent out a total of 17 unsightly premises notices to landowners in the Village. There was a total of 7 that did not comply with the notice, therefore the Village invoiced the landowner for services rendered.

32, 41, 42 & 43 – Public Works/Water/Sewer/Waste

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

61 – Planning & Development

- GIS System – County of Minburn
 - No further correspondence has been reviewed.

66 – Land

- Per the 2021 Tax Recovery Arrears List, the following properties will be offered for sale on July 26, 2022:

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – June 21, 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
- Administration submitted an AD to the Alberta Gazette and will ensure the AD is also in one issue of the Vegreville Advertiser, pursuant to S. 421(1) of the MGA.

72 – Recreation

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

74 – Culture

- Innisfree Library:
 - Library has many events scheduled for 2022. *For more details, visiting 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:

- **June 22, 2022** – Public Meeting/Open House
- **July 1, 2022** – Canada Day Celebrations
- **July 19, 2022** – Regular Council Meeting
- **July 26, 2022** – Tax Sale/Public Auction

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.
2021-11-16/07 2022-04-19/33	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	Shale has arrived and will be spread after Minor Ball is complete, and campground slows down.
2022-04-19/15	Innisfree Delnorte PAC – Flashing Crossing Sign	Admin	Administration received approval of a Roadside Development Permit from Alberta Transportation for the installation of the Flashing Pedestrian Beacon.
2022-04-19/16	Painting of Crosswalk – 53 Street and 48 Avenue	Admin	Administration obtained one quote for Crosswalk paint. Administration has ordered 1 x 5-gallon pail of white waterborne paint. Delivery TBD.
2022-04-19/24	Innisfree Prairie Bank of Commerce Museum	Admin	Letter sent to the Historical Society on April 20, 2022. No further updates currently.
2022-04-19/34 2022-05-17/04	MSI Project # CAP-14018 Purchase of Side by Side	Admin	Motion to approve the purchase of a 2011 Yamaha Adventure Golf Cart from Golf Cart People. Machine has been delivered to the Campground.

SCHEDULE "A"

Council Minutes' Action List

2022-05-17/10	Ministerial Directives – Viability Review Report	Admin	Letter forwarded to the Minister of Municipal Affairs addressing the recommendations set out in the Viability Review. Administration received an approval letter on June 8, 2022.
2022-05-17/11	2022 Operating Budget & 2023-2027 Budget Forecasts	Admin	Operating Budget was approved at the May 17, 2022 Regular Council meeting. Administration has inputted numbers into Muniware system for accounting purposes. Budget have been uploaded to Village website as well.
2022-05-17/12	2022 Capital Budgets	Admin	Capital Budget(s) were approved at the May 17, 2022 Regular Council meeting. Budget(s) have been uploaded to Village website as well.
2022-05-17/15	2022 Mill Rate Bylaw 675-22	Admin/Council	Mill Rate Bylaw did not receive authorization for third reading; therefore, Bylaw remained ineffective.
2022-05-17/16	2021 Public Auction Reserve Bids	Admin/Council	Council set reserve bids and conditions pertaining to the sale of the listed properties. Administration forwarded the reserve bids and conditions of sale to Alberta Gazette, pursuant to S. 421(1) of the MGA.
2022-05-17/17	Mannville Landfill Reclamation Project	Admin	Administration forwarded a letter to the County of Minburn, approving the 2023 Mannville Landfill Station Reclamation Project, per the County of Minburn's request.
2022-05-17/18	Offer to Purchase – Grey Sided Storage Building	Admin	Payment for building received on May 18, 2022. Building was moved this week.
2022-05-17/19	Innisfree Delnorte School Sustainability Committee Request – Woodworking Program	Admin	Administration sent a letter to the Innisfree Delnorte School Sustainability Committee expressing the Village support for the project. A walk through with the Delnorte Principal & OHS Supervisor has been tentatively

SCHEDULE "A"

Council Minutes' Action List

			set for Thursday, June 16, 2022.
2022-05-17/26	Annual Public Meeting/Open House	Admin/Council	Administration advertised the Public Meeting/Open House in the Informer, Utility Bills, and the website; Administration has ordered food and refreshments.
2022-05-24/02	2022 Tax Mill Rate Bylaw 675-22	Admin	Council endorsed final reading of Mill Rate Bylaw 675-22. Administration mailed out the 2022 Combined Assessment & Taxation Notices on May 31, 2022.
2022-05-24/03	AB Municipalities Power & Energy Aggregation Procurement	Admin	Administration forwarded an email to AB Municipalities on June 1, 2022.
2022-05-24/04	Innisfree Delnorte School Financial Society – Request for Support	Admin	Upon Council approved, a donation in the amount of \$75 to the Innisfree Delnorte School Financial Society, to be used towards Development Permit 2022-02.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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MUNICIPAL STIMULUS PROGRAM: AMOUNT REMAINING = \$34,669 (DEADLINE: DECEMBER 31, 2022)

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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Birch Lake					
	Ball Diamond Shale	\$7,000	24 Yards (delivery included): \$4,838 40 yd ³ = Approx. \$6,500		Administration has received 2 of 4 quotes. See Schedule "A" for details on quote amounts. - Delivered; awaiting invoice.
	Electrical Upgrades	\$5,000	Quote: \$5,800 [Estimate]		Mardar Electric provided quote, which was discussed verbally with Council at the May 24 Special meeting. Electrician has fixed lighting at entrance of park, group camp, playground and has also trimmed trees that were covering lights. Mardar Electric will also be submitted an additional quote, regarding lighting down at the ball diamonds.
	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

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
					picnic tables (aside from minor repairs, all were in good condition).
	Outhouse Rehabilitation	\$16,000			Grant allocation for new outhouses will not support the purchase of a single outhouse.
	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
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: \$28,050 2023: \$8,440
CAP-12135	Bobcat/Skid Steer Accessories	\$4,381.00	Portable Salt/Sander: \$1,619 (2020)		Project completed.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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. Cost of materials not yet determined. Due to two consecutive years of low/lack of interest, Administration recommends terminating this project in the fall of 2022 and utilizing the grant funds elsewhere.
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 Blowers included in package).
CAP-13414	Village Administration Office Renovations	\$50,000			Administration to advertise an RFQ for the removal and installation of flooring, and improvements to front counter/desk & exterior

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
					of building and required electrical & plumbing upgrades. RFQ to be drafted and advertised by the end of June.
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 quoted \$7,500 / hydrant [Village to supply hydrants & materials]
CAP-14018	Side by Side Purchase	\$15,000	Actual: \$5,200 (Golf Cart People)		Item is completed. Motion # 2022-05-17/04

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			<p>2022-02-15/06</p> <p>Administration obtaining quotes and options for Council consideration.</p>
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			Administration to contact Engineers to obtain Engineer report/drawing regarding sidewalks and underground infrastructure.
GTF-1437	Manhole Repair/Rehabilitation	\$25,000			

**Village of Innisfree Monthly Financial Reconciliation
May 31, 2022**

As per Books				
	General Operating	Tax Recovery Account (2015)	Municipal Grants	Capital Reserves
Previous Month Balance	180,647.40	479.50	536,401.64	232,554.07
Deposits	32,601.47			
Deposits in Transit	-			
Interest Received	207.96	0.47	637.80	70.51
Sub-Total	213,456.83	479.97	537,039.44	232,624.58
Less Disbursements (A/P & PR)	50,811.67			
TD Bank Monthly EFT Fee	25.00			
RBC Monthly EFT Fee	30.26			
Monthly Interac Fee(s)	40.14			
Staples Supplies	287.45			
ATB EFT Fees	29.24			
Alberta Land Titles	127.00			
Liberty Security - Monthly Fee	91.33			
WCB - March	410.58			
Chargeback - NSF Cheque(s)	343.36			
Month End Balance	161,260.80	479.97	537,039.44	232,624.58

As Per Bank				
	General	Tax Recovery Account (2015)	Municipal Grants	Capital Reserves
Month End Balance	170,425.72	479.97	537,039.44	232,624.58
Deposits in Transit	247.73			
Sub-Total	170,673.45	479.97	537,039.44	232,624.58
Less Outstanding Cheques	9,412.65			
Month End Balance	161,260.80	479.97	537,039.44	232,624.58

Outstanding Cheques				
	Chq #	Amount	Chq#	Amount
	344	15.00	192	265.00
	402	30.00	193	1,907.79
	473	204.00	195	1,905.84
	608	30.00	196	280.00
	10407	30.00		
	10453	30.00		
	10463	82.00		
	10534	9.60		
	141	242.50		
	147	47.96		
	153	170.80		
	172	414.75		
	189	75.00		
	190	2,000.00		
	191	1,672.41		
			Total O/S Chq's	9,412.65



Village of Innisfree
Revenue & Expense Report
For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
TAXATION				
1-00-00-110	Taxes Residential	166,348.76	166,000.00	165,982.99
1-00-00-111	Taxes Non-Residential	46,719.48	49,832.00	49,831.59
1-00-00-112	Taxes M & E	4,341.49	2,224.00	2,224.30
1-00-00-120	Taxes SP Levy	0.00	0.00	0.00
1-00-00-190	Taxes Linear	27,882.89	28,486.00	28,485.85
1-00-00-230	Taxes Federal GIL	1,056.16	1,208.00	1,208.27
1-00-00-240	Taxes Provincial GIL	0.00	0.00	0.00
1-00-00-250	Taxes Minimum Levy	25,643.83	26,405.00	26,405.65
1-00-00-321	ASFF Residential Levy	27,436.04	25,843.00	27,158.85
1-00-00-322	ASFF Non-Residential Levy	11,781.88	11,779.00	12,387.27
1-00-00-330	Seniors Housing Levy	2,804.36	3,811.00	3,810.74
1-00-00-260	Taxes - Designated Industrial Property	90.77	87.00	87.07
1-00-00-328	ASFF Residential (Over/Under) Levy	0.00	1,319.00	0.00
1-00-00-329	ASFF Non-Residential (Over/Under) Levy	0.00	608.00	0.00
* TOTAL TAXATION		<u>314,105.66</u>	<u>317,602.00</u>	<u>317,582.58</u>
REQUISITIONS				
2-00-00-260	Designated Industrial Property Req	0.00	87.00	0.00
2-00-00-321	ASFF Requisition Residential	26,117.36	27,162.00	6,529.34
2-00-00-322	ASFF Requisition Non-Residential	11,173.33	12,387.00	2,793.33
2-00-00-328	ASFF Prior Year Levy Adj Residential	0.00	0.00	0.00
2-00-00-329	ASFF Prior Year Levy Adj Non-Residential	0.00	0.00	0.00
2-00-00-330	Seniors Foundation Requisition	2,825.00	3,811.00	3,811.00
2-01-00-754	Seniors Foundation-Req	0.00	0.00	0.00
* TOTAL REQUISITIONS		<u>40,115.69</u>	<u>43,447.00</u>	<u>13,133.67</u>
**P TOTAL TAX AVAILABLE FOR MUNICI		<u>273,989.97</u>	<u>274,155.00</u>	<u>304,448.91</u>
GENERAL REVENUE				
1-00-00-510	Penalties Taxes	21,117.75	27,000.00	18,722.74
1-00-00-540	Franchise Fees - Natural Gas	21,550.23	28,025.00	12,419.00
1-00-00-541	Franchise Fees - Electricity	13,654.52	15,200.00	5,519.08
1-00-00-550	Bank Interest (General Operating)	328.12	1,500.00	813.18
1-01-00-590	Other Revenue Own Sources Invest	183.04	550.00	245.00
1-01-00-790	Sale of Assets Gain/Loss	0.00	0.00	0.00
1-11-00-765	Transfer from Reserves General	5,000.00	25,000.00	0.00
1-00-00-551	Bank Interest - Grants	818.09	2,500.00	1,485.35
1-00-00-552	Bank Interest - Reserves	307.08	300.00	151.55
1-00-00-553	Bank Interest - Tax Recovery '09 (TBill)	0.98	2.00	1.33
** TOTAL GENERAL REVENUE		<u>62,959.81</u>	<u>100,077.00</u>	<u>39,357.23</u>
ADMIN REVENUE				
1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	0.00	0.00	0.00
1-12-00-290	Election (Senate/Referendum)	4,000.00	0.00	0.00
1-12-00-401	Sales Photocopies, Faxes, Services	1,231.18	1,350.00	809.03
1-12-00-402	Bank Fees Collected	0.00	150.00	239.00
1-12-00-560	Rental Revenue Adm	8,503.60	8,500.00	3,480.88
1-12-00-590	Other Revenue Own Sources Adm	6,845.76	1,750.00	1,791.81
1-12-00-765	Transfer from Reserves - Admin	0.00	5,620.00	0.00



Village of Innisfree
Revenue & Expense Report
For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
1-12-00-840	Grants Conditional Provincial Adm	36,768.00	0.00	0.00
1-12-00-841	Provincial Grant Capital	24,113.37	50,000.00	0.00
**	TOTAL ADMIN REVENUE	81,461.91	67,370.00	6,320.72
FINE REVENUE				
1-21-00-530	Fines Police	100.00	100.00	0.00
**	TOTAL FINE REVENUE	100.00	100.00	0.00
FIRE REVENUE				
1-23-00-410	Fees Fire Fighting	9,669.91	500.00	187.50
1-23-00-765	Transfer from Reserves Fire	2,000.00	5,000.00	0.00
1-23-00-841	Provincial Grants - Fire	0.00	1,225.00	0.00
1-23-00-850	Joint Fire Services Agreement	21,044.26	0.00	0.00
1-23-00-990	Proceeds of Capital Disposal Fire	0.00	0.00	0.00
**	TOTAL FIRE REVENUE	32,714.17	6,725.00	187.50
BYLAW REVENUE				
1-26-00-522	License Animal	957.00	1,100.00	1,065.00
1-26-00-523	Business Licenses	375.00	500.00	560.00
1-26-00-590	Fines Bylaw	0.00	0.00	0.00
**	TOTAL BYLAW REVENUE	1,332.00	1,600.00	1,625.00
PUBLIC WORKS REVENUE				
1-32-00-560	PW Rental Revenue	840.48	2,500.00	950.00
1-32-00-430	Sales Service (Grass,Snow)	1,469.05	0.00	0.00
1-32-00-765	Transfer From Operating Reserves PW	10,130.00	19,775.00	0.00
1-32-00-830	Grants Federal (CSJ) PW	2,992.50	2,100.00	0.00
1-32-00-840	Grants Provincial - Operating	0.00	0.00	0.00
1-32-00-841	Grants Infrastructure Provincial PW	0.00	30,000.00	0.00
1-32-00-850	FEDERAL GRANTS	0.00	4,800.00	0.00
1-32-00-990	Proceeds of Capital Disposal PW	0.00	0.00	0.00
**	TOTAL PUBLIC WORKS REVENUE	15,432.03	59,175.00	950.00
STORMWATER REVENUE				
1-37-00-000	Grants - Provincial Capital	0.00	0.00	0.00
1-37-00-410	Stormwater Infrastructure Renewal	4,660.85	4,780.00	1,999.86
1-37-00-510	Penalties-Stormwater	0.00	0.00	0.00
1-37-00-850	Grant - Federal Capital	0.00	0.00	0.00
**	TOTAL STORMWATER REVENUE	4,660.85	4,780.00	1,999.86
WATER REVENUE				
1-41-00-410	Water Consumption	43,583.39	42,500.00	19,134.47
1-41-00-411	Regional Water Fund	22,873.74	23,450.00	9,824.00
1-41-00-412	Water Base Fee	27,834.99	29,150.00	12,288.67
1-41-00-510	Penalties Water	2,775.08	2,950.00	1,076.39
1-41-00-511	Penalties-Regional Water Fund	0.00	0.00	0.00
1-41-00-765	Transfer from Reserves Water	0.00	0.00	0.00
1-41-00-841	Provincial Grant Capital	37,400.00	48,050.00	0.00
**	TOTAL WATER REVENUE	134,467.20	146,100.00	42,323.53



Village of Innisfree

Revenue & Expense Report

For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
SEWER REVENUE				
1-42-00-410	Billings Sewer	35,035.58	35,850.00	15,020.08
1-42-00-510	Sanitary Sewer Penalties	0.00	0.00	0.00
1-42-00-765	Transfer from Reserves Sewer	5,000.00	0.00	0.00
1-42-00-840	Grants Conditional Provincial Sewer	0.00	40,500.00	0.00
**	TOTAL SEWER REVENUE	40,035.58	76,350.00	15,020.08
SOLID WASTE				
1-43-00-410	Billings Garbage	46,662.62	47,680.00	19,985.34
1-43-00-411	Regional SWM Infrastructure Fee	17,539.74	18,100.00	7,595.10
1-43-00-510	Penalties - Solid Waste	0.00	0.00	0.00
1-43-00-511	Penalties SWM Fee	0.00	0.00	0.00
1-43-00-764	Transfer from Contributed Reserve Garbag	0.00	0.00	0.00
**	TOTAL SOLID WASTE	64,202.36	65,780.00	27,580.44
LAND REVENUE				
1-61-00-410	Sale of Land	857.14	0.00	0.00
1-61-00-522	Permits (Development, Subdivision)	150.00	0.00	75.00
1-61-00-765	Transfer from Reserves - Land	0.00	30,000.00	0.00
**	TOTAL LAND REVENUE	1,007.14	30,000.00	75.00
PLANNING REVENUE				
1-66-00-522	Permits (Development and/or Subdivision)	0.00	150.00	75.00
**	TOTAL PLANNING	0.00	150.00	75.00
RECREATION REVENUE				
1-72-00-590	Fees Park Grounds	20,175.14	22,000.00	2,637.02
1-72-00-591	Fees Park Concession	0.00	1,500.00	78.71
1-72-00-592	Fees Park Firewood	1,380.00	1,500.00	72.37
1-72-00-760	Disposition Proceeds	0.00	0.00	0.00
1-72-00-764	Transfer to Operating Reserves	0.00	0.00	0.00
1-72-00-765	Transfer from Reserves Recreation	5,000.00	0.00	0.00
1-72-00-830	Federal Conditional Grants	2,756.50	2,100.00	0.00
1-72-00-415	Rec Park Donations	0.00	1,000.00	1,025.00
1-72-00-841	PROVINCIAL GRANT - CAPITAL	0.00	21,000.00	0.00
**	TOTAL RECREATION REVENUE	29,311.64	49,100.00	3,813.10
CULTURAL REVENUE				
1-74-00-400	Van Revenue (Community)	0.00	0.00	0.00
1-74-00-557	Museum Cost Recovery	0.00	0.00	0.00
1-74-00-591	Revenue Own Sources Culture	0.00	0.00	0.00
1-74-00-830	Grants Conditional Federeal Cultural	0.00	0.00	0.00
1-74-00-840	Grants Conditional Provincial Cultural	0.00	0.00	0.00
1-74-00-860	Other Revenue Own Sources Library	0.00	0.00	0.00
1-74-00-900	Recoveries Insurance Cultural	0.00	0.00	0.00
1-74-00-415	Museum Donations	0.00	0.00	0.00
**	TOTAL CULTURAL REVENUE	0.00	0.00	0.00
***	TOTAL REVENUE	741,674.66	881,462.00	443,776.37



Village of Innisfree

Revenue & Expense Report

For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
COUNCIL EXPENSE				
2-11-00-130	Employer Cont Source Dec=ductions	10.58	200.00	15.59
2-11-00-135	WCB Council	0.00	145.00	430.23
2-11-00-151	Fees Council	6,407.50	8,000.00	3,898.75
2-11-00-211	Travel/Subsistence Council	716.87	2,500.00	444.41
2-11-00-212	Conventions/Seminars Council	1,725.01	2,500.00	755.56
2-11-00-274	Council Insurance	0.00	0.00	0.00
**	TOTAL COUNCIL EXPENSE	8,859.96	13,345.00	5,544.54
GENERAL EXPENSE				
2-19-00-274	General Insurance	5,128.41	6,355.00	6,355.01
**	TOTAL GENERAL EXPENSE	5,128.41	6,355.00	6,355.01
ADMIN EXPENSE				
2-12-00-110	Salaries & Wages Adm	67,562.54	53,360.00	37,100.23
2-12-00-111	Honorarium (Admin)	600.00	1,000.00	0.00
2-12-00-115	Salaries & Wages Assistant Adm	0.00	31,180.00	0.00
2-12-00-120	Salaries & Wages Casual	0.00	0.00	0.00
2-12-00-130	Employer Contributions Source Adm	4,317.02	4,470.00	2,682.94
2-12-00-131	Employer Benefits Adm	7,711.24	13,250.00	5,525.60
2-12-00-135	Workers Compensation ADM	2,138.99	1,420.00	593.16
2-12-00-211	Travel/Subsistence Adm	79.48	1,500.00	1,711.51
2-12-00-215	Telecommunications	3,343.63	3,550.00	1,848.21
2-12-00-216	Postage & Freight	590.82	600.00	256.97
2-12-00-212	Education Adm	0.00	0.00	0.00
2-12-00-213	Health & Safety Training - Adm	0.00	530.00	99.98
2-12-00-217	Website Costs	1,175.00	1,270.00	0.00
2-12-00-220	Membership Dues Adm	1,243.99	1,850.00	1,677.03
2-12-00-221	Advertising/Printing/Subscriptions Adm	4,809.10	5,000.00	745.15
2-12-00-230	Audit/Assessor Fees Adm	24,250.00	25,000.00	20,300.00
2-12-00-250	Contracted Services Adm	21,703.30	10,000.00	3,670.95
2-12-00-274	Insurance Adm	959.07	1,026.00	1,026.21
2-12-00-290	Election/Census Expense Adm	2,601.55	750.00	328.77
2-12-00-510	Goods, Materials & Supplies Adm	10,574.44	60,575.00	2,493.06
2-12-00-540	Utilities Heat Adm	1,313.47	1,700.00	549.22
2-12-00-541	Utilities Power Adm	2,940.08	2,500.00	652.78
2-12-00-543	Utilities Water&Sewer Adm	0.00	1,380.00	475.28
2-12-00-650	Provision Doubtful Accounts	11,890.92	30,000.00	1,809.71
2-12-00-762	Transfer to Capital Adm	0.00	0.00	0.00
2-12-00-765	Transfer to Reserves Adm	0.00	1,500.00	0.00
2-12-00-810	Bank Charges Adm	1,748.91	2,500.00	1,004.35
2-12-00-830	Bank Interest/Overdraft Fees Adm	0.00	0.00	0.00
2-12-00-910	Outages/Account for Penny Loss	0.00	0.00	0.00
2-12-00-911	Land Title Charges	620.00	250.00	30.00
2-12-00-995	Legal Expenses	12,850.10	5,000.00	0.00
2-12-00-770	Grants to Organizations Adm	12,000.00	0.00	0.00
**	TOTAL ADMIN EXPENSE	197,023.65	261,161.00	84,581.11
FIRE EXPENSE				
2-23-00-120	Salaries & Wages Fire	15,625.20	0.00	0.00
2-23-00-135	WCB Fire	0.00	0.00	0.00



Village of Innisfree

Revenue & Expense Report

For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
2-23-00-211	Travel & Subsistence Fire	0.00	0.00	0.00
2-23-00-215	Telecommunications Fire	3,257.92	950.00	947.62
2-23-00-217	Freight & Postage Fire	723.27	10.00	0.92
2-23-00-221	Advertising/Printing/Subscriptions Fire	250.00	0.00	0.00
2-23-00-234	Training Fire	950.00	0.00	0.00
2-23-00-250	Contracted Services Fire	592.93	0.00	0.00
2-23-00-274	Insurance Fire	1,605.55	0.00	1,880.27
2-23-00-510	Supplies, Goods & Equipment Fire	11,885.09	1,225.00	1,225.00
2-23-00-521	Fuel & Oil Fire	327.30	0.00	0.00
2-23-00-540	Utilities Heat Fire	2,854.42	0.00	(216.82)
2-23-00-541	Utilities Power Fire	1,918.81	0.00	(270.14)
2-23-00-543	Utilities Water & Sewer Fire	0.00	0.00	0.00
2-23-00-762	Transfer to Capital Reserves Fire	1,500.00	0.00	0.00
2-23-00-770	Grants to Organizations Fire	0.00	0.00	0.00
2-23-00-840	Operational Grant Local Government Fire	0.00	0.00	0.00
2-23-00-330	Fire Requisition - Joint F.S.A.	0.00	5,000.00	5,000.00
** TOTAL FIRE EXPENSE		41,490.49	7,185.00	8,566.85
EMGERENCY SERVICE EXPENSE				
2-25-00-300	Ambulance Requisition	0.00	0.00	0.00
2-25-00-310	911 Requisition	1,204.20	1,205.00	1,115.00
2-25-00-330	Police Funding Model (Cost Share)	0.00	5,620.00	5,616.00
** TOTAL EMGERENCY SERVICE EXPENS		1,204.20	6,825.00	6,731.00
BYLAW EXPENSE				
2-26-00-221	Bylaw Advertising	0.00	0.00	0.00
2-26-00-222	Bylaw Enforcement Costs	0.00	550.00	264.96
2-26-00-510	Bylaw Enforcement Goods & Materials	0.00	345.00	336.14
2-26-00-216	Postage & Freight - Bylaw	0.00	100.00	62.12
** TOTAL BYLAW EXPENSE		0.00	995.00	663.22
PUBLIC WORKS EXPENSE				
2-32-00-111	Honorarium (PW)	450.00	500.00	0.00
2-32-00-115	Salaries & Wages Casual PW	3,990.00	2,205.00	1,071.00
2-32-00-130	Employer Contributions Source PW	1,571.79	1,805.00	1,063.83
2-32-00-131	Employer Benefits PW	1,660.74	2,350.00	1,657.94
2-32-00-135	WCB	0.00	470.00	247.62
2-32-00-211	Travel & Subsistence PW	0.00	0.00	0.00
2-32-00-215	Telecommunications PW	2,413.72	2,675.00	1,139.73
2-32-00-217	Freight & Postage PW	47.00	75.00	3.67
2-32-00-221	Advertising/Printing/Subscriptions PW	0.00	0.00	0.00
2-32-00-250	Contracted Services PW	575.88	580.00	183.96
2-32-00-270	CN Services PW	130.00	130.00	130.00
2-32-00-274	Insurance PW	2,766.29	1,710.00	1,707.65
2-32-00-510	Goods, Supplies & Materials PW	10,321.57	64,575.00	5,605.51
2-32-00-521	Fuel & Oil PW	5,889.35	7,500.00	3,844.55
2-32-00-540	Utilities Heat PW	1,960.19	3,500.00	1,104.69
2-32-00-541	Utilities Power (Street/Shop) PW	49,068.68	53,500.00	13,075.31
2-32-00-543	Utilities Water/Sewer PW	0.00	0.00	2,530.76
2-32-00-762	Transfer to Capital PW	2,500.00	3,000.00	0.00
2-32-00-110	Salaries & Wages PW	20,559.24	17,912.00	13,616.53
2-32-00-213	Health & Safety Training - PW	0.00	2,020.00	578.86



Village of Innisfree
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General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
**	TOTAL PUBLIC WORKS EXPENSE	103,904.45	164,507.00	47,561.61
	STORM DRAINAGE EXPENSE			
2-37-00-250	Contracted Services - Storm Drainage	0.00	0.00	0.00
2-37-00-510	Goods & Equipment Repairs - Storm Drainage	0.00	3,500.00	1,280.00
2-37-00-762	Contribution to Capital - Storm Drainage	4,775.00	4,780.00	0.00
**	TOTAL STORM DRAINAGE EXPENSE	4,775.00	8,280.00	1,280.00
	WATER EXPENSES			
2-41-00-110	Salaries & Wages Water	8,337.59	7,680.00	2,048.21
2-41-00-120	Salaries & Wages Casual Water	0.00	0.00	0.00
2-41-00-130	Employer Contributions Source Water	499.68	545.00	133.73
2-41-00-131	Employer Benefits Water	691.08	1,010.00	232.31
2-41-00-211	Travel & Subsistence Water	0.00	1,920.00	680.00
2-41-00-215	Telecommunications - Water	1,783.16	2,500.00	935.12
2-41-00-217	Freight & Postage - Water	108.70	715.00	382.12
2-41-00-250	Contracted Services Water	12,749.35	12,750.00	2,035.60
2-41-00-270	Licenses & Permits Water	0.00	0.00	0.00
2-41-00-274	Insurance Water	2,166.66	2,320.00	2,318.34
2-41-00-350	ACE Regional Water Purchase	55,734.80	55,750.00	20,744.10
2-41-00-510	Goods, Supplies & Materials Water	9,578.71	25,500.00	926.99
2-41-00-540	Utilities Heat Water Plant	1,965.10	2,600.00	601.18
2-41-00-541	Utilities Power Water Plant	6,418.98	7,000.00	1,596.96
2-41-00-762	Transfer to Capital Water	2,500.00	2,500.00	0.00
2-41-00-830	Debenture Interest Water	0.00	0.00	0.00
2-41-00-831	Debenture Principal Water	0.00	0.00	0.00
2-41-00-840	750-Capital ACE Water Contribution	37,400.00	28,050.00	0.00
**	TOTAL WATER EXPENSES	139,933.81	150,840.00	32,634.66
	SEWER EXPENSE			
2-42-00-110	Salaries & Wages Sewer	5,846.00	7,680.00	2,035.29
2-42-00-130	Employer Contributions Source Sewer	330.85	545.00	133.73
2-42-00-131	Employer Benefits Sewer	239.80	1,010.00	232.31
2-42-00-215	Freight/Phone/Postage Sewer	0.00	75.00	27.91
2-42-00-250	Contracted Services Sewer	0.00	570.00	0.00
2-42-00-274	Insurance Sewer	1,439.63	1,550.00	1,540.42
2-42-00-510	Goods, Supplies & Materials Sewer	11,237.50	55,500.00	2,923.99
2-42-00-541	Utilities Power Sewer Lift Stations	6,486.88	7,000.00	1,925.63
2-42-00-762	Transfer to Capital Sewer	2,500.00	2,500.00	0.00
**	TOTAL SEWER EXPENSE	28,080.66	76,430.00	8,819.28
	GARBAGE EXPENSE			
2-43-00-110	Salaries & Wages Garbage	16,132.26	17,915.00	4,792.12
2-43-00-120	Salaries & Wages Casual Garbage	0.00	2,205.00	0.00
2-43-00-130	Employer Contributions Source Garbage	947.62	1,805.00	388.19
2-43-00-131	Employer Benefits Garbage	1,010.70	2,350.00	670.50
2-43-00-135	WCB Garbage	0.00	470.00	35.46
2-43-00-250	Contracted Services Garbage	26,185.45	26,500.00	6,889.01
2-43-00-274	Insurance Garbage	0.00	0.00	0.00
2-43-00-510	Goods, Supplies & Materials Garbage	209.14	1,050.00	28.82
2-43-00-521	Fuel & Oil Garbage	0.00	0.00	0.00
2-43-00-760	Capital Purchase Garbage	0.00	0.00	0.00



Village of Innisfree
Revenue & Expense Report
For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
2-43-00-762	Transfer to Capital Garbage	5,000.00	1,000.00	0.00
2-43-00-770	Contrib. to Local Government	0.00	0.00	0.00
2-43-00-840	MSI Cap-Garbage	0.00	0.00	0.00
2-43-00-763	Transfer to Reserves - Regional SWM	17,950.00	18,100.00	0.00
** TOTAL GARBAGE EXPENSE		67,435.17	71,395.00	12,804.10
FCSS EXPENSE				
2-51-00-351	FCSS Requisition	1,837.75	1,840.00	1,837.75
** TOTAL FCSS EXPENSE		1,837.75	1,840.00	1,837.75
PLANNING EXPENSE				
2-61-00-200	General Services Contracted	0.00	0.00	0.91
2-61-00-250	Contracted Services	0.00	0.00	0.00
2-61-00-510	General Goods, Supplies and Materials	0.00	30,000.00	0.00
** TOTAL PLANNING EXPENSE		0.00	30,000.00	0.91
LAND PURCHASES EXPENSE				
2-66-00-510	General Goods, Supplies and Materials	0.00	2,500.00	0.00
2-66-00-710	Land Purchase	0.00	0.00	0.00
2-66-00-911	Land Title Costs	0.00	100.00	0.00
** TOTAL LAND PURCHASES EXPENSE		0.00	2,600.00	0.00
RECREATION EXPENSES				
2-72-00-111	Honorarium (Recreation Park)	0.00	0.00	0.00
2-72-00-110	Salaries & Wages Recreation	0.00	0.00	0.00
2-72-00-115	Salaries & Wages Casual Recreation	3,675.00	4,410.00	1,071.00
2-72-00-130	Employer Contributions Source Recreation	0.00	1,270.00	76.42
2-72-00-131	Employer Benefits Recreation	0.00	0.00	0.00
2-72-00-135	WCB Rec Park	0.00	549.00	105.87
2-72-00-213	Health & Safety Training - Rec	0.00	1,515.00	946.71
2-72-00-215	Freight/Phone/Postage Recreation	1,646.61	1,650.00	797.38
2-72-00-221	Printing/Advertising/Subscriptions	0.00	550.00	795.00
2-72-00-234	Training Recreation	0.00	0.00	0.00
2-72-00-250	Contracted Services Recreation	11,136.40	10,000.00	2,000.00
2-72-00-251	CR.CA Fees	2,241.00	0.00	100.92
2-72-00-255	Maintenance Sports Grounds	0.00	0.00	0.00
2-72-00-274	Insurance Recreation	2,355.45	1,270.00	1,266.56
2-72-00-510	Goods, Materials & Supplies Recreation	16,082.43	28,000.00	12,697.53
2-72-00-521	Fuel and Oil Park	842.42	1,700.00	0.00
2-72-00-540	Utilities Heat Park Building	1,194.28	1,500.00	106.14
2-72-00-541	Utilities Power Park Grounds	4,499.81	4,600.00	441.54
2-72-00-543	Water/Sewer/Gas Hall	0.00	0.00	0.00
2-72-00-591	Concessions Park Grounds	0.00	1,200.00	0.00
2-72-00-592	Firewood - Recreation Park	2,728.57	3,000.00	1,700.00
2-72-00-760	Contribution to Capital	0.00	0.00	0.00
2-72-00-762	Transfer to Capital Recreation	1,000.00	1,500.00	0.00
2-72-00-764	Transfer to Operation Reserves Recreation	0.00	0.00	0.00
2-72-00-770	Donations Recreation	0.00	1,000.00	0.00
** TOTAL RECREATION EXPENSES		47,401.97	63,714.00	22,105.07



Village of Innisfree
Revenue & Expense Report
For the Period Ending June 01, 2022

General Ledger	Description	2021 Actual	2022 Budget	2022 Actual
CULTURE EXPENSES				
2-74-00-110	Honorairums (Library/Museum)	0.00	0.00	0.00
2-74-00-120	Wages- Museum & Library	0.00	0.00	0.00
2-74-00-250	Contracted Services Library/Museum	0.00	0.00	0.00
2-74-00-274	Insurance Cultural Organization	4,870.86	1,900.00	1,898.00
2-74-00-300	Regional Library Requisition	1,166.29	1,150.00	1,150.60
2-74-00-350	Local Municipal Library Grant	3,500.00	3,500.00	0.00
2-74-00-510	Goods & Materials Library/Museum/Culture	0.00	0.00	254.55
2-74-00-415	Donations - Museum	0.00	0.00	0.00
2-74-00-540	Utilities Heat Museum	3,839.08	5,125.00	1,733.62
2-74-00-541	Utilities Power Museum	1,684.16	1,855.00	499.17
2-74-00-221	Printing/Advertising/Subscriptions	1,338.52	150.00	195.77
** CULTURE EXPENSES		16,398.91	13,680.00	5,731.71
*** TOTAL EXPENSES		663,474.43	879,152.00	245,216.82
**** (SUPLUS)/DEFICIT		(78,200.23)	(2,310.00)	(198,559.55)

*** End of Report ***



Village of Innisfree

Tax Trial Balance (Full Listing)
 Trial Balance As Of 2022-06-01

Roll #	Title Holder	Accum. Penalty	Tax Levy	Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
			317,582.58		Local Improvement Levy				0.00		
				0.00	Accumulated Penalty		18,722.74				
					Outstanding Penalty		18,005.85				
					Sub Ledger						
				320,971.42		General Ledger					
				38,574.27				320,979.10			
				29,356.95			3-00-00-211	142,246.52			
				26,311.66			3-00-00-212				
				48,011.32			Totals	463,225.62			
				463,225.62							
								463,225.62			
								463,225.62			
								0.00			

*** End of Report ***



Village of Innisfree
 Utilities Trial Balance (All Balances)
 Trial Balance As Of 2022-06-01

Page 1 of 1
 2022-Jun-1
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Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	1,630.45	3-00-00-274	5,422.40
Overdue 1	1,216.93		
Overdue 2	852.75		
Overdue 3	917.90		
Overdue 4	804.37		
Outstanding	5,422.40	Totals	5,422.40
		Total GL	5,422.40
		Total SL	5,422.40
		Proof	0.00

*** End of Report ***



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20220158	2022-05-06	ACE	2-41-00-350	225	PAYMENT APRIL 2022 WATER CONSUMPTION	3,326.40	3,326.40
20220159	2022-05-06	AMSC Insurance Services	4-00-00-239	1936-2022-05	PAYMENT MAY 2022 EMPLOYEE BENEFITS	2,169.79	2,169.79
20220160	2022-05-06	Cash	3-00-00-998	PETTY CASH	PAYMENT REC PARK FLOAT	100.00	100.00
20220161	2022-05-06	Doug's Backhoe & Bobcat Service	2-42-00-510 2-41-00-510 2-37-00-510	7952 7965 7965	PAYMENT CLEAN/THAW FROZEN MANHOLES THAW CURB STOP THAW CULVERTS	2,016.00 420.00 1,344.00	3,780.00
20220162	2022-05-06	Jard Industrial Supply LTD.	2-72-00-510 2-32-00-510	14060900 14060900	PAYMENT MSI CAPITAL - LAWN EQUIP. 3 STRIP MSI CAPITAL - LAWN EQUIP. 3 STRIP	1,129.28 1,129.27	2,258.55
20220163	2022-05-06	McEwen, Darlene	2-12-00-510	APR 28 - SUPP	PAYMENT CLEANING SUPPLIES - VILLAGE OFF	24.18	24.18
20220164	2022-05-06	NextGen Automation	3-00-00-998	407007	PAYMENT LIBRARY PHOTOCOPIER FEES	39.96	39.96
20220165	2022-05-06	Suncor Energy Products Partnersl	2-32-00-521	APRIL 2022	PAYMENT PW FUEL	262.36	262.36
20220166	2022-05-06	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	APR 28 - MAY 27 APR 28 - MAY 27 APR 28 - MAY 27 APR 28 - MAY 27 APR 28 - MAY 27 APR 28 - MAY 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 74.07 120.95	501.30
20220167	2022-05-06	Telus Mobility	2-72-00-215 2-12-00-215 2-32-00-215	MAY 2- JUNE 1 MAY 2- JUNE 1 MAY 2- JUNE 1	PAYMENT SMART HUB - REC PARK CAO CELLPHONE PW CELL PHONE	125.30 73.45 102.16	300.91
20220168	2022-05-06	Vegreville Home Hardware	2-72-00-510 2-72-00-510 2-41-00-510 2-42-00-510	38326 38514 38514 38514	PAYMENT MSP GRANT - METAL PICNIC TABLE 2 X REC PARK KEY 3 X WTP KEYS 1 X LIFT STATION	157.49 8.38 12.57 4.19	182.63
20220169	2022-05-06	Village of Innisfree	2-12-00-543 2-74-00-540 2-32-00-543	APR 2022 - V.O. APRIL - MUSEUM APRIL PW UT	PAYMENT APRIL VILLAGE OFFICE - UT COSTS APRIL 2022 MUSEUM UT COSTS APRIL 2022 PW UT COSTS	113.67 109.14 606.84	829.65
20220170	2022-05-13	Dobler, Robert					
20220171	2022-05-13	Magosse, Brooke					
20220172	2022-05-20	Alberta Campground Guide	2-72-00-221	467660	PAYMENT 2022 CAMPGROUND LISTING	414.75	414.75
20220173	2022-05-20	Alberta Municipal Services Corpor	2-32-00-540 2-41-00-540 2-74-00-540 2-23-00-540 2-12-00-540 2-32-00-541 2-41-00-541 2-74-00-541 2-23-00-541 2-12-00-541 2-42-00-541 2-72-00-541	22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370 22-1043370	PAYMENT PW Gas WTP Gas Museum Gas Fire Hall Gas Village Gas PW Power WTP Power Museum Power Fire Hall Power Village Power Lift Station Power Rec Park Power	151.88 107.27 170.29 (3.58) 92.62 313.92 437.79 168.72 (0.02) 211.47 543.81 153.44	6,267.73



Village of Innisfree

Cheque Listing For Council

2022-Jun-1
3:26:12PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220173	2022-05-20	Alberta Municipal Services Corpor	2-32-00-541	22-1043370	Street Lights	3,920.12	6,267.73
20220174	2022-05-20	Champion Commercial Products ll	2-32-00-510	555401	PAYMENT CABLE TIES / ELECTRICAL TAPE	161.64	161.64
20220175	2022-05-20	Chem International	2-42-00-510	112220	PAYMENT CI DIGESTER ECONOMICAL LIQUID I	1,050.00	1,050.00
20220176	2022-05-20	Cornerstone Co-Operative	2-12-00-510 2-12-00-510	APRIL 2022 APRIL 2022-01	PAYMENT DONUTS & SUPPLIES - PRAIRIE PRI DONUTS AND SUPPLIES - PRAIRIE F	12.22 69.67	81.89
20220177	2022-05-20	County of Minburn	2-43-00-250	33923	PAYMENT APRIL 2022 TIPPAGE & HAULING	1,120.59	1,120.59
20220178	2022-05-20	Dobler, Robert	2-32-00-510	MAY 2022	PAYMENT BOBCAT & LAWN MOWER PARTS	340.53	340.53
20220179	2022-05-20	Double B Wood Supply	2-72-00-592	MAY 2022	PAYMENT 1.5CU/FT BAGS X 200 @ \$8.00/EACH	1,785.00	1,785.00
20220180	2022-05-20	Golf Cart People	2-72-00-510	37496	PAYMENT MSI CAP-14018 - REC PARK SIDE BY	5,460.00	5,460.00
20220181	2022-05-20	Jard Industrial Supply LTD.	2-32-00-510	14061055	PAYMENT SAFETY VEST & GOGGLES - PW	209.32	209.32
20220182	2022-05-20	Jeff's Septic Tank Service	2-72-00-510	38	PAYMENT REC PARK SEPTIC TANK CLEANING	189.00	189.00
20220183	2022-05-20	Little Tykes Plumbing	2-72-00-510	5682	PAYMENT REC PARK MAINTENANCE - FROZEN	3,875.13	3,875.13
20220184	2022-05-20	Magosse, Brooke	2-72-00-510 2-12-00-211	2022-05-19 MALW 2022	PAYMENT BREAD/BUNS - REC PARK CONCESS MILEAGE AND FOOD EXPENSE - MA	14.84 907.31	922.15
20220185	2022-05-20	Minco Gas Co-op Ltd.	2-72-00-540	APRIL 2022	PAYMENT APRIL 2022 REC PARK HEAT	38.12	38.12
20220186	2022-05-20	Northeast Alberta Information HUE	2-12-00-220	2022-2023	PAYMENT 2022-2023 MEMBERSHIP RENEWAL	93.50	93.50
20220187	2022-05-20	Town of Vegreville	2-41-00-250 2-41-00-211	63127 63127.1	PAYMENT APRIL 2022 WTP SUPERVISION APRIL 2022 WTP MILEAGE	407.12 168.00	575.12
20220188	2022-05-25	ATB Financial MasterCard	2-12-00-510 2-26-00-216 2-12-00-216 2-26-00-216 2-12-00-216 2-12-00-216 2-41-00-217 2-72-00-215 2-26-00-216 2-41-00-217 2-32-00-215 2-72-00-213 2-72-00-213 2-32-00-213 2-72-00-510 2-72-00-510	APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11 APR 13- MAY 11	PAYMENT ADOBE PDF VIEWER POSTAGE BYLAW POSTAGE ADM POSTAGE BYLAW POSTAGE ADM POSTAGE ADM POSTAGE WATER POSTAGE REC POSTAGE BYLAW POSTAGE WATER MCSNET INTERNET PW H&S TRAINING - REC PARK MANAGE H&S TRAINING - SEASONAL H&S TRAININF - SEASONAL REC PARK CONCESSION REC PARK CONCESSION	20.99 3.01 8.69 3.86 3.86 24.19 5.79 0.96 5.79 87.90 104.95 680.20 313.85 313.86 23.63 54.72	1,656.25
20220189	2022-05-25	Innisfree Delnorte School Financs	2-12-00-415	MAY 2022	PAYMENT DONATION - TENNIS COURT REHAB	75.00	75.00
20220190	2022-05-25	Threadgould, Cyndi	2-72-00-250	MAY 2022	PAYMENT MAY 2022 REC PARK MANAGER	2,000.00	2,000.00
20220191	2022-05-31	Dobler, Robert					
20220192	2022-05-31	McMann, Deborah					



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20220193	2022-05-31	Rogers, Thelma					
20220194	2022-05-31	Magosse, Brooke					
20220195	2022-05-31	Tarapaski, Abby					
20220196	2022-05-31	Johnson, Jennifer					

Total 50,811.67

*** End of Report ***

Public Works Department

- PWF performed spring maintenance on mowers, sharpened blades and transported mowers to Birch Lake Park & Campground.
- Ordered and installed parts on the JD Mower
- Picked up pots and planting soil from Vegreville for community flowerpots; picked up lumber for picnic table frame and installed same.
- Performing daily plant watering, mowing and trimming as required
- Providing assistance to the Rec Park Manager as required.

Transportation:

- Cutting grass along roadways where required and on village-owned properties.

Water Department:

- Water tests are performed daily at the Water Reservoir as well at several random addresses within the Village.
- On May 26th was contacted by Town of Vegreville that the Village reservoir levels were constantly going down & they were replenishing the water. Started lifting manhole covers and isolated the leak on 51st Street between 49th Avenue and Railway Avenue South. Discovered the leak was in the Village’s Tax Recovery Property at 5015 – Railway Avenue South; the cc valve was turned off and the Town of Vegreville advised the Village water usage then dropped 300%.

Sanitary Sewer Department:

- The flow levels were up because of the water leak; all are back to normal.
- 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).
- Continue to encounter 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.
- There are still some residents that do not have adequate enclosures (to prevent access by animals, birds, etc.)

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	Spring/Summer 2022

June 21, 2022 – CAO Report - PUBLIC WORKS REPORT – 9. SCHEDULE “C”
May 17 – June 15, 2022

			be necessary to access CC Valve. Administration will order appropriate parts to ensure items are in stock.	
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Submitted by: Robert Dobler, Public Works Foreman – June 15, 2022

May 11 – June 13, 2022 Activities:

- The well has been treated and will need another round before July to help control the iron bacteria smells, unknown how deep or big well is to regulate the amount of Chlorine needed will keep a record of that until year end
- Women's and Men's bathroom doors have been freshly painted and new signage is on both sides as well as Admin door painted fresh with new signage. Office Concession is up and running complete with access to Storefront for all customers on Campreservations.ca offers a portal to the purchase of concession items.
- Baseball Diamonds are maintained weekly for the Minor leagues until June 22 and then weed control will be conducted before the new shale is added on. (The AG Society paid for the fixing of the baseball stands.)
- Tree removal of 27 dead trees taken down and bucked up on sites and around camping areas/sites and are cleaned weekly; weed whacking, mowing and tree trimming as needed or when booked
- 5 seasonal campers as of date
- Picnic tables are being painted as weather permits
- Mardar Electric has replaced the 3 big lights at front gate entrance /the office building ,Day Use Parking lot and the Group Camp has new lights as well for a more visible walk to sites.
- Golf Cart has been fixed and returned to Park
- Cleaned up stairs to lake, removed some small trees, will work on leveling the dirt out over the season

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. *Waiting on commercial round-up to spray the ball diamonds and playground before work begins.*
- 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.
- Donations Received: firewood to be bucked up; harrow tires, assortment of kids' balls: basketball, dodgeballs & soccer balls, flowers, tv/DVD Blue Ray machine and new main washroom decals.

Submitted by 2022 Rec Camp Manager Cat Threadgould, June 13, 2022.



Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: June 14 2022

Call Summary

Call Type	Date	Details
Medical	May 13	Village Medical
Medical	Jun 7	Village Medical

Stats Year to Date

Calls	30
Training Sessions	10
Equipment Checks	5
Average Chute Time	6 Minutes 32 Seconds
Firefighters on Roster	12

Other

Recruitment is an ongoing issue the County appreciates the Village's help in getting the word out for the need for volunteers for the fire department

Eldon K participated in the Alberta Fire Chiefs Association annual conference in Red Deer.

County Council passed a Fire Department Lock Box Policy. Residents wishing to partake can purchase a lockbox to place on their home or business that will have access keys locked inside that only the fire department has access to. More information can be provided if required.

RECEIVED

JUN - 7 2022



MAYOR VACANT
5116 - 50TH AVE.
INNISFREE AB T0B 2G0

Ottawa, June 2022

Dear MAYOR VACANT and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at shannon.stubbs@parl.gc.ca, M.P. Kurek at damien.kurek@parl.gc.ca, or M.P. Gourde at jacques.gourde@parl.gc.ca.

Thank you for your time.

Handwritten signature of Shannon Stubbs in blue ink.

Shannon Stubbs, M.P.
Shadow Minister for Rural Economic Development
and Rural Broadband Strategy
Lakeland

Handwritten signature of Damien C. Kurek in blue ink.

Damien C. Kurek, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Battle River—Crowfoot

Handwritten signature of Jacques Gourde in blue ink.

Jacques Gourde, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Lévis—Lotbinière

2022

STARS OF ALBERTA

VOLUNTEER

Awards



Have you heard about...

- The volunteer who shifted his efforts during COVID to run a free outdoor community food bank, while also delivering food hampers to those in self-isolation.
- The passionate volunteer advocate for LGBTQ2S+ rights who established a prominent LGBTQ2S+ refugee-serving organization to provide outreach, mentoring, and group activities to support newcomers.
- The local vet who helped to raise funds for playgrounds, organized field trips for local seniors, and during COVID, used her social media skills to promote local businesses.
- The community volunteer who organized the local community music festival and also performed in her free time at the seniors' centre and community hospital.

Tell us about a remarkable volunteer by nominating them for a Stars of Alberta Volunteer Award in the Youth, Adult, Senior, or Breaking Barriers category! **Share their stories...inspire others!**

Deadline for nominations
June 30, 2022

alberta.ca/stars-awards

780-910-8902 (toll-free first by dialing 310-0000)

ABVolunteerAwards@gov.ab.ca

2022

STARS OF ALBERTA

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ABVolunteerAwards@gov.ab.ca

Alberta



2022 Stars of Alberta Volunteer Awards

The Stars of Alberta Volunteer Awards honour extraordinary Albertans whose volunteer achievements have contributed to the well-being of their community and fellow community members. There are nine awards, two in each category of youth, adult and senior and three for the Breaking Barriers award. The awards are presented annually on or around International Volunteer Day, December 5.

Award Criteria

A nomination can only be under one category.

Albertans who meet the following criteria in the youth, adult or senior category are eligible for the Award:

- Exemplifies the spirit of community service;
- Demonstrates exemplary initiative, leadership and creativity in their service to others;
- Serves as a role model for others in their community;
- Inspires others to engage in volunteer service; and
- Improves the overall quality of life of fellow Albertans and the community as a whole.

In the Breaking Barriers category, Albertans who demonstrate achievements, contributions or leadership in one or more of the following areas are eligible for the Award:

- Fighting gender discrimination and reducing barriers for women, girls and gender diverse people.
- Addressing racism and/or reducing barriers for racialized communities.
- Increasing and promoting intercultural understanding and trust between communities.
- Reducing barriers for LGBTQ2S+ people and/or promoting LGBTQ2S+ inclusion.

Nomination Checklist

Submissions for the 2022 Stars of Alberta Volunteer Awards must include the following:

- Letter of Nomination submitted by the nominator (provided in a separate attachment);
- Completed Nomination Form signed by the nominee;
- Completed Critical Information (detailed responses to the requested points one through nine in a separate attachment); and
- 1 or 2 Reference Letters (recommended)

Freedom of Information and Protection of Privacy Act (FOIP)

The personal information that is provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that Act. The information will be used for the purpose of administering the Stars of Alberta Volunteer Awards program and to select and publicize the achievements of the award recipients.

**DEADLINE FOR NOMINATIONS:
THURSDAY, June 30, 2022**

Award nominees and their nominators will be notified in writing of the selection committee's decision in November 2022.



2022 Stars of Alberta Volunteer Awards Nomination

Protected A (when completed)

Category:

- Youth (up to 24 years of age) Adult (age 25-64) Senior (age 65 and over)

Breaking Barriers:

- Anti-racism LGBTQ2S+ Inclusion Fighting Gender Discrimination

Nominee:

First Name	Last Name
<input type="text"/>	<input type="text"/>

Mailing Address and Contact Information:

Street Address	City or Town	Province	Postal Code
<input type="text"/>	<input type="text"/>	AB	<input type="text"/>
Daytime Telephone Number	Cell Phone Number	Email	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Nominee or Nominee's Parent / Guardian (for nominees under 18 years of age) must sign and agree to the following:
 I have read the complete nomination submission and certify that it accurately describes my and/or my child's volunteer and community work. I agree that it may be provided by the nominator to Alberta Culture and Status of Women, and that Alberta Culture and Status of Women may collect the information on that basis, so that I/my child may be considered for the Stars of Alberta Volunteer Awards. I also agree that Alberta Culture and Status of Women may contact the references who are identified in this submission to verify the information provided or to seek additional related information from them. Should I/my child be selected for the Award, I consent to the use and disclosure of my and/or my child's personal information (including photographs, video, name and quotation) as necessary, without compensation, for awards-related publicity and promotion of volunteerism.

Signature

Nominator:

Organization

First Name	Last Name
<input type="text"/>	<input type="text"/>

Mailing Address and Contact Information:

Street Address	City or Town	Province	Postal Code
<input type="text"/>	<input type="text"/>	AB	<input type="text"/>
Daytime Telephone Number	Cell Phone Number	Email	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Signature

CRITICAL INFORMATION:

This information should be provided in a separate attachment.

1. Describe the nominee's current volunteer activities.
2. Describe the nominee's last five years of volunteer activities.
3. Indicate the nominee's current paid occupation (if applicable).
4. Indicate an approximate amount of volunteer hours the nominee has contributed in the past year.
5. Describe how the nominee exemplifies the spirit of community service.
6. Describe how the nominee demonstrates initiative, leadership and creativity in their volunteer activities.
7. Describe how the nominee serves as a role model for others in their community and/or inspires others to engage in volunteerism.
8. Describe how the nominee's volunteer efforts improved/benefited the overall quality of life of fellow Albertans and the community as a whole.

Note: *"Community" includes location of volunteer work, e.g. town, neighborhood or municipality, OR an area of volunteer focus, e.g LGBTQ2S+, Youth, etc.

REFERENCE LETTER

In order to strengthen the nomination, please provide 1 or 2 detailed reference letters (provided in a separate attachment). The letters must include the following:

- Full name and contact information (email, phone number, organization and location) of the individual providing the reference.

A detailed description of:

- How you know the nominee and how long you have known them,
- The length of time you have been acquainted with their volunteer efforts,
- Details of their volunteerism (where they have volunteered, length of service, details around the role they are performing),
- What characteristics make them a good candidate for this award,
- How their volunteerism has benefited the community, and
- Why you believe this individual should be a recipient of this award.

2022 Stars of Alberta Volunteer Awards

For additional information visit:
www.alberta.ca/stars-alberta-volunteer-awards.aspx

Or contact Alberta Culture and Status of Women at

780-910-8902 (toll-free by first dialing 310-0000)
or ABVolunteerAwards@gov.ab.ca

GUIDELINES*

The Stars of Alberta Volunteer Awards program is run in accordance with the following guidelines:

1. The nominee must meet the eligibility criteria outlined in the nomination form.
2. Please select only one category for which the nominee is being nominated for.
3. Group nominations will not be accepted.
4. The nominee must be a resident of Alberta at the time of the nomination.
5. The individuals providing references must include their personal contact information in their reference letter.
6. Nominations made by immediate family members will not be accepted.
7. Nominations cannot be submitted without permission of the nominee.
8. If more than one nomination is submitted for the same nominee, only the first nomination received will be considered.
9. By signing the nomination form, each nominator and nominee agrees to:
 - Abide by the guidelines that govern the Stars of Alberta Volunteer Awards.
 - Participate in the awards program and in the nomination process.
10. In the event the nominee is chosen to receive an award, the nominee agrees to participate in all awards-related activities and functions, including the awards ceremony in December 2022.
11. The decisions of the selection committee are final.
12. Nominations become the property of the Government of Alberta and will not be returned.
13. Nominations that are incomplete or do not comply with these guidelines may be disqualified. Alberta Culture and Status of Women will not accept responsibility for incomplete, inaccurate, lost or late nominations.

**Guidelines are subject to amendment by Alberta Culture and Status of Women.*



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108536

May 16, 2022

Her Worship Jennifer Johnson
Mayor
Village of Innisfree
PO Box 69
Innisfree AB T0B 2G0

Dear Mayor Johnson:

The Government of Alberta continues to build on its commitment to invest responsibly and sustainably in Alberta's communities and support local infrastructure needs. As part of this commitment, I am pleased to confirm that \$485 million will be allocated to local governments in Municipal Sustainability Initiative (MSI) capital funding and \$30 million in MSI operating funding in 2022. Combined with \$1.196 billion in funding front-loaded in 2021, MSI capital funding over the last three years of the program, from 2021 to 2023, will average \$722 million per year.

In addition, in 2022, Alberta will receive \$255 million in federal funding under the Canada Community-Building Fund (CCBF).

For the Village of Innisfree:

- The **2022 MSI capital allocation is \$62,920**.
This amount is equivalent to 40.6 per cent of your 2021 allocation, a reduction based on year-over-year change in overall program funding from \$1.196 billion to \$485 million.
- The **2022 MSI operating allocation is \$36,768**. This includes \$21,706 in Sustainable Investment funding.
Your 2022 operating allocation will be the same as in 2021.
- The **2022 CCBF allocation is \$50,000**.
This amount was calculated using the 2019 Municipal Affairs Population List, the most current municipal-level population data available for the purpose of calculating CCBF funding.

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications. MSI allocation estimates for 2023, the last year of the MSI, are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

.../2

The new Local Government Fiscal Framework (LGFF) program is scheduled for implementation in 2024. The new funding arrangement will ensure predictable long-term infrastructure funding at sustainable levels tied to growth in provincial revenues. I recognize how important it is for you to have the opportunity to provide input on the design of the LGFF, and value your expertise in the development of the new program.

I am pleased to announce that engagement with our local government stakeholders on the LGFF program has already begun. I had the privilege to initiate the LGFF engagement process by meeting with representatives from Alberta Municipalities, Rural Municipalities of Alberta, the Metis Settlements General Council, and the cities of Calgary and Edmonton. This engagement will include a survey on the LGFF program design, which is being sent out to all local governments. The results of these consultations are anticipated to be shared with you by early 2023.

We have a busy year ahead, and I am looking forward to working with you to develop the LGFF to ensure the program reflects local priorities, while aligning with provincial objectives and respecting our taxpayers.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

cc: Brooke Magosse, Chief Administrative Officer, Village of Innisfree

Implementation Fact Sheet



Red Tape Reduction Statutes Amendment Act, 2022

Municipal Affairs

Legislation: [Municipal Government Act](#)
[Local Authorities Election Act](#)

Regulation: [Subdivision and Development Regulation](#)
[Subdivision and Development Appeal Board Regulation](#)
[Subdivision and Development Appeal Regulation](#)

Overview

Both the *Municipal Government Act (MGA)* and the *Local Authorities Election Act (LAEA)* were amended through Bill 21, *Red Tape Reduction Statutes Amendment Act, 2022*. Bill 21 received royal assent on May 31, 2022 and will come into force on various dates.

The Subdivision and Development Regulation, the Subdivision and Development Appeal Board Regulation, and the Subdivision and Development Appeal Regulation were combined into a single regulation.

Clarifying Amendments in the MGA

Intermunicipal Business Licenses

Previously, the *MGA* was silent on the development of intermunicipal business licensing programs. While a small number of municipalities in Alberta already do this, by making this an explicit authority, we hope to encourage more uptake to reduce costs and administrative burden on businesses.

What's changed?

Explicitly enabling two or more municipalities to enter into an intermunicipal business licence agreement. This amendment supports economic development by making it easier for mobile businesses to operate across the province and reduces the costs and administration involved in applying for licences in each municipality (*MGA* s.8(2), (3)).

Compliance Tools after Viability Reviews

Expanding ministerial authorities to provide greater flexibility and tools to enforce municipal compliance (inspections, inquiries, and audits) resulting from a viability review (*MGA* s.130.3).

What's changed?

Previously, the only action available to the Minister, in cases where a municipality failed to comply with the Minister's viability directives, was to dismiss members of council or the Chief Administrative Officer. Bill 21 amends the *MGA* to include more nuanced actions that will provide motivation to comply with directives, such as withholding provincial grants, repealing policies or procedures, or suspending bylaw-making authority.

Community Revitalization Bylaws and Amendments

The Minister is authorized to approve Community Revitalization bylaws and amendments, to expedite the approval time and ensure economic development in revitalization areas can begin sooner (*MGA* s.381.2).

What's changed?

Previously, Community Revitalization bylaws and amendments had to be approved by Cabinet. This change will improve procedural efficiency and timelines.

Implementation Fact Sheet



Red Tape Reduction Statutes Amendment Act, 2022

Municipal Affairs

General Streamlining Amendments (For Information Only)

A variety of general streamlining amendments were made to improve readability, reduce duplication and better align with other legislation and requirements. These changes will generally not require additional action by Alberta municipalities. These changes include:

S.1(1)(x)).	Clarifying that population for the purposes of the <i>MGA</i> will be determined by ministerial order rather than by regulation
S.3	Adding “to foster the economic development of the municipality” to the list of municipal purposes
S.22	Clarifying the process regarding road closure bylaws and approval from Alberta Transportation; in particular, clarifying the requirements for public notice and a public hearing prior to second reading of the bylaw.
S.76, 85, 87, 94, 99.1, 108, 120, 120.1, 121, 125	Streamlining and providing additional clarity regarding the procedures for the formation, change of status or dissolution of a municipality, amalgamation of municipal authorities, or annexation of land
S.143	Streamlining provisions setting out the number of councillors for types of municipalities
S.145	Providing clarity that if a council chooses to establish a council committee or other body, the establishment and functions of the committee/body must be set out in bylaw
S.196	Allowing council to approve the method(s) to provide notice for a council or council committee meeting
S.199	Creating greater flexibility for meetings to be held by electronic means
S.251(2)(b)).	Providing clarity that the rate of interest charged on borrowing must be stated as a percentage within the borrowing bylaw
S.284, 292).	Updating obsolete references (such as replacing National Energy Board with Canada Energy Regulator)
S.297, 298).	Moving specific rules relating to the assessment and taxation of non-residential property from the Matters Relating to Assessment Sub-Classes Regulation into the <i>MGA</i>

LAEA Amendment

Redaction of Personal Information

The *LAEA* was amended to require municipalities and school boards to redact personal information (such as addresses and contact information) of candidates and donors from candidate disclosure statements before they are made public (*MGA* s.147.4). This will apply to forms that are already public from the recent election – municipalities will need to redact those forms before making them publically accessible again.

What’s changed?

Previously, the authority to redact this type of personal information was unclear and interpreted differently by each municipality.

Matters Related to Subdivision and Development Regulation (Subdivision Development Regulation Consolidation)

The Subdivision and Development Regulation, the Subdivision and Development Appeal Board Regulation, and the Subdivision and Development Appeal Regulation were combined into a single regulation.

What's changed?

- There were no substantive changes to the content of these regulations.
- Combining them into one regulation will make it easier for industry stakeholders, municipalities, and Albertans to find the information they need.
 - The Subdivision and Development Regulation established municipal responsibilities for receiving and deciding on subdivision applications, including the administration of subdivisions, subdivision and development conditions, registration and endorsement, development setbacks for waste and wastewater sites and setbacks for provincial appeals to the Land and Property Rights Tribunal.
 - The Subdivision and Development Appeal Board Regulation established training requirements for Subdivision and Development Appeal Board members and clerks as well as municipal reporting requirements.
 - The Subdivision and Development Appeal Regulation clarified the processes and ensures subdivision and development permit appeals with limited provincial interest remain with local subdivision and development appeal boards rather than the provincial Land and Property Rights Tribunal.
- Definitions have been updated and added, including the definition of sour gas, food establishments, and roads.
 - For example, the definition of food establishments is removed, as the requirements under the Food Regulation and the Food Retail and Food Services Code already sufficiently address this issue.
- The new regulation does not include redundant provisions that are already addressed within the *MGA* or other legislation:
 - The requirement to designate different types of land with specific suffixes is already within the *MGA*.
 - The requirements for certain forms, such as the deferred reserve form, already exist in other legislation or regulations.
 - Section 577 of the *MGA* already provides the Minister with the authority to request information from municipalities, and does not need to be replicated for subdivision and appeal board training information requirements.

For More Information:

Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Fax: 780-420-1016
Email: ma.advisory@gov.ab.ca

Implementation Fact Sheet

Red Tape Reduction Statutes Amendment Act, 2022



Municipal Affairs

Document Information:

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June 8, 2022

Her Worship Jennifer Johnson
Mayor
Village of Innisfree
PO Box 69
Innisfree AB T0B 2G0

Dear Mayor Johnson and Council:

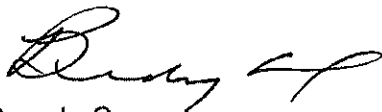
Thank you for the letter of May 24, 2022, from Chief Administrative Officer Brooke Magosse, providing the 2022 updates on the Village of Innisfree's viability review Directive 3 under Ministerial Order MSL: 095/18.

On behalf of the Honourable Ric McIver, Minister of Municipal Affairs, I am pleased to advise that your submission of the 2022 updates on the capital and implementation plans satisfies the requirements of Directive 3. I appreciate the village's progress in addressing the recommendations to ensure its viability.

I look forward to receiving the 2023 annual progress reports, which are due by June 1, 2023, as directed in the order. This is the final submission required under Directive 3.

Thank you again for your efforts.

Sincerely,



Brandy Cox
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs
Brooke Magosse, Chief Administrative Officer, Village of Innisfree

Village of Innisfree (CAO)

From: Marie-Pier Triganne <marie-pier.triganne@cn.ca>
Sent: June 15, 2022 8:21 AM
To: Village of Innisfree (CAO)
Subject: Rail Safety Week 2022 | Proclamation request
Attachments: RSW2022_EN_Resolution_Canada.pdf; RSW2022_FR_Resolution_Canada.pdf



cn.ca

Dear Ms. Magosse:

Every year, more than 2,100 North Americans are killed or seriously injured because of unsafe behaviour around tracks and trains. Every one of these incidents and deaths are preventable. By looking out for each other and working together, we can help keep our communities safe and prevent injuries and fatalities on or near railway property.

Safety is a core value at CN and we continue to take all necessary steps to protect our employees, communities, customers, vendors and partners with the objective of reducing rail related injuries and fatalities to zero. As we safely serve our customers and keep the economy moving, we remain committed in our efforts to educate the public on rail safety.

Rail Safety Week will be held in Canada, the United States, and Mexico from September 19-25, 2022. Once again this year, efforts to get the rail safety message out will be stronger than ever and represent a unique opportunity to work together with you, *Operation Lifesaver*, local authorities, CN Police Service officers and all CN employees to help prevent accidents and injuries at rail crossings in your community, and ensure everyone's safety on and around railroad infrastructure year-round.

Rail Safety is a shared responsibility

As leaders in your community, your council can play a key role in preventing incidents and saving lives by adopting the attached draft proclamation. Please send a copy of your proclamation by e-mail to Marie-Pier.Triganne@cn.ca and let us know about your plans to promote rail safety in your community.

If you have any questions or concerns about rail safety in your community, please contact our Public Inquiry Line at 1-888-888-5909. For additional information about Rail Safety Week 2022, please consult cn.ca/railsafety or operationlifesaver.ca.

Stephen Covey

Cyrus Reporter

Chief of Police and Chief Security
Officer

Vice-President, Public, Government & Regulatory Affairs

RESOLUTION IN SUPPORT OF RAIL SAFETY WEEK

Whereas *Rail Safety Week* is to be held across Canada from September 19 to 25, 2022;

Whereas it is in the public's interest to raise citizens' awareness of the dangers of ignoring safety warnings at level crossings and trespassing on rail property to reduce avoidable deaths, injuries and damage caused by incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor _____

seconded by Councillor _____

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 19 to 25, 2022.



Commission Members:

Town of Bruderheim
Town of Lamont
Town of Mundare
Town of Vegreville
Village of Chipman*
Lamont County
Strathcona County

June 1, 2022

Attention: All CAO's
Towns of Bruderheim, Lamont,
Mundare and Vegreville, Lamont County,
Village of Chipman and ACE Water Corp.

RE: EPCOR - Addition of Orthophosphate to Water Treatment

Attached is a report prepared by EPCOR for all Edmonton area Regional Water Customers concerning EPCOR's planned addition of orthophosphate to drinking water as part of EPCOR's enhanced lead mitigation program. Key information in the report will apply to all member municipalities and customers of the John S. Batiuk Regional Water Commission.

While there is no measurable amount of lead in drinking water that leaves EPCOR's treatment plants, EPCOR will be adding orthophosphate to the water treatment process starting December 2022. Adding orthophosphate is intended help Edmonton and its surrounding municipalities reduce lead in drinking water from household plumbing fixtures and lead water service lines in order to meet Health Canada's guidelines.

EPCOR is providing advance notice of these changes to give businesses/industries adequate time to identify potential impacts on their processes and equipment. Businesses/industries that use water for manufacturing, food processing, petrochemical production, or commercial heating and cooling, may need to make adjustments to their processes. In this instance municipalities need to identify and contact their high-volume commercial/industrial users that potentially may be affected. These customers in turn may need to contact a process consultant, equipment manufacturer or industry association to determine if there is a need to adjust any of their processes.

Kindly distribute the attached EPCOR communication to any key industry/business in your area that you think may be affected by this change. Please feel free to contact me if you have any questions/comments or concerns regarding distribution of the EPCOR notice.

Respectfully


Pat Tomkow
Commission Manager

c.c. JSB Commission Board

May, 2022

EPCOR is adding orthophosphate to treated water in December 2022

EPCOR takes its commitment to providing safe, reliable drinking water very seriously. As a commercial customer, we want to make you aware of an upcoming change to Edmonton's drinking water chemistry. As part of our Enhanced Lead Mitigation Program, EPCOR is adding orthophosphate to treated water starting in December 2022. This change may require businesses that use water for manufacturing, food processing, petrochemical production, or commercial heating and cooling to make adjustments to their processes.

Why is EPCOR adding orthophosphate to the water?

Orthophosphate is being added to reduce the release of lead into drinking water from all sources, including water service lines and plumbing components. It is a tasteless, odourless substance that creates a protective barrier on plumbing surfaces.

Orthophosphate is the industry standard for treating lead corrosion in municipal drinking water worldwide—approximately half of medium and large utilities in the United States and nearly all of the utilities in the United Kingdom rely on a phosphate-based lead corrosion inhibitor to reduce lead in their treated water. Canadian cities such as Toronto, Winnipeg, Hamilton, Halifax, and Saint John have also seen positive results by adding orthophosphate to their treated water.

As part of EPCOR's Enhanced Lead Mitigation Program, the City of Edmonton, Alberta Health Services and our regulator, Alberta Environment and Parks, approved the addition of orthophosphate to protect residents from lead leaching into drinking water.

Why is this change happening?

In March 2019, Health Canada released an updated guideline for Canadian drinking water quality that established a new maximum acceptable concentration (MAC) of lead in the water. The MAC has been reduced from 10 µg/L to 5 µg/L and monitoring has moved from the distribution system to the consumer's tap.

What is the timeline for implementation?

Orthophosphate is being added to water at the Rosssdale Water Treatment Plant and E.L. Smith Water Treatment Plant in December 2022. The concentration will begin at 1.0 mg/L as P (Phosphorus). Throughout the following year, concentrations may change slightly, but after they are optimized, they will remain stable, with some slight seasonal adjustments.

How can I prepare my business for this change?

EPCOR is providing advanced notice of these changes to give businesses adequate time to identify potential impacts on their processes and equipment. Some business areas that may be affected include:

Production and Water Treatment

- The orthophosphate addition may affect reverse osmosis and other water treatment systems. EPCOR recommends contacting your process equipment consultants or suppliers for an assessment before December 2022 to see if you need to make adjustments before orthophosphate implementation.

Heat Exchangers and Cooling Towers

- Orthophosphate in the water may change the type and amount of precipitate that deposits on commercial heat exchangers and cooling towers. Companies may need to adjust their chemical treatment to account for the change in phosphate levels. We also recommend companies contact their heating and cooling supplier, water treatment chemical provider or process consultant about possible adjustments to your heating and cooling system.

Boilers

- The impact of orthophosphate on boilers should be minimal. Many customers already add phosphate to precipitate calcium and/or as a tracer in their boiler system. For this reason, companies already adding phosphate may benefit from the implementation of EPCOR's Enhanced Lead Mitigation Strategy. Companies that already add phosphate may need to adjust their dosage levels accordingly or apply for an overstrength permit for wastewater discharge. You can apply for an overstrength permit through EPCOR Drainage at epcor.com.

Other business processes may be impacted by the orthophosphate addition. We recommend discussing this change with a consultant to determine if there is an impact to your water process.

Where to find more information

More information about the orthophosphate addition is available on EPCOR's website at epcor.com/ortho. You will also find some frequently asked questions on this page as well.

Questions about the orthophosphate addition

For questions or concerns about the orthophosphate addition, please reach out to EPCOR at orthophosphate@epcor.com.

Letters/Emails:

June 7 – ATCO – Letter and cheque in the amount of \$66.35 for a 2021 Streetlight Out Penalty pursuant to Schedule C of the Village ATCO Electric Franchise Agreement.

Magazines/Newsletters:

Private Motor Carrier Vol.10, Issue 2 – Summer 2022

Other Correspondence:

COUNTY OF MINBURN 2022 Combined Assessment & Tax notices for Village-owned rural properties

ATCO Celebrating 75 Years (1947-2022) 30Volume Bound set!