

## VILLAGE OF INNISFREE

### REGULAR COUNCIL MEETING MINUTES of December 20, 2022

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, December 20, 2022.

#### *CALL TO ORDER*

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

#### *PRESENT*

##### Attendance in-person

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

Terri Wiebe Interim Chief Administrative Officer

#### *APPROVAL OF AGENDA 2022-12-20/01*

Moved by **Clr. Johnson** that the agenda be approved as presented with the following additions:

##### **New Business**

- 7.g. – Bonus from Water & Sewer for the Administrative Assistant
- 7.h. – Purolator Quick Stop Agent
- 7.i. – ATCO transformer conversion and EV charge upgrade

##### **Councillor Reports**

- 8.f. – HUB meeting report (Nov. 30) – Mayor Raycraft

##### **Administration Reports**

- 9.a.i. – Interim CAO report – Period Ending December 15, 2022
- 9.a.iii. - CAO Municipal Grants Report
- 9.e. – Regional Fire Chief Report

CARRIED

#### *NOVEMBER 15, 2022, REGULAR COUNCIL MEETING MINUTES 2022-12-20/02*

Moved by **Clr. McMann** that the November 15, 2022, Regular Council Meeting minutes be approved as amended inserting the discussion to have a Special Budget Meeting tentatively set for December 13<sup>th</sup>.

CARRIED

#### *NOTIFICATION TO RESIDENTS FOR RECYCLING FEE 2022-12-20/03*

Moved by **Clr. Johnson** that administration advertises that effective February 1<sup>st</sup>, 2023, cardboard recycling will begin and there will be an additional charge of \$ 2.50 per month on each property for this. Further details to follow discussion with contractor.

CARRIED

#### *PLAYGROUND SIGNAGE 2022-12-20/04*

Moved by **Clr. McMann** that the playground signs be put on separate posts than the school signs to eliminate driver confusion as to the times drivers need to slow down.

CARRIED

## VILLAGE OF INNISFREE

### REGULAR COUNCIL MEETING MINUTES of December 20, 2022

*WAGE PAYMENT  
POLICY 1900-05  
2022-12-20/05*

Moved by **Mayor Raycraft** that the Wage and Salary Payment Policy be endorsed as presented to clarify when and how payments are made.

CARRIED

*REGIONAL  
ECONOMIC  
DEVELOPMENT  
FRAMEWORK  
GRANT  
2022-12-20/06*

Moved by **Clr. Johnson** that the Village of Innisfree partner with the County of Minburn, the Town of Vegreville and the Village of Mannville to participate in the application of the 2022-2023 Alberta Community Partnership (ACP) Grant for the Project Titled: Regional Economic Development Framework under the Intermunicipal Collaboration (IC) Component Grant.

Further that it is recognized that the County of Minburn will act as the managing partner; and

Further, that the County of Minburn agrees to abide by the terms of the Conditional Grant Agreement government the purpose and use of the grant funds.

CARRIED

*INNISFREE  
UKRAINIAN  
DANCERS'  
DONATION  
REQUEST  
2022-12-20/07*

Moved by **Mayor Raycraft** that for the Innisfree Ukrainian Dancers' Dine and Dance, the Village of Innisfree will donate gift certificates with a monetary value of one hundred and fifty dollars (\$ 150) for use at the Birch Lake campground, valid for five (5) days of camping excluding the May Victoria Day long weekend and the July 1<sup>st</sup> Canada Day long weekend.

CARRIED

*OFFER TO  
PURCHASE GREEN  
RECYCLING BIN  
2022-12-20/08*

Moved by **Clr. McMann** to accept the Offer to Purchase in the amount of \$600 (GST excluded), for the Green Recycling Bin located next to the Public Works Shop.

CARRIED

*DEVELOPMENT  
PERMIT 2022-06  
2022-12-20/09*

Moved by **Clr. Johnson** that Council endorse a motion expressing the Village of Innisfree's support to the proposed Development outlined in the Notice of Decision for Development Permit Application No. 2022-06.

CARRIED

*ENGINEERING  
SERVICES  
2022-12-20/10*

Moved by **Mayor Raycraft** that Bar Engineering be contracted for the Village of Innisfree's Engineering Services, but that Bar Engineering's proposal cost submission be negotiated as estimated costs in the proposal may change according to the scope the Village requires.

CARRIED

*2023 INTERIM  
OPERATING  
BUDGET  
2022-12-20/11*

Moved by **Clr. McMann** to accept the 2023 Interim Operating Budget with 2024 – 2027 Forecast as presented.

CARRIED

## VILLAGE OF INNISFREE

### REGULAR COUNCIL MEETING MINUTES of December 20, 2022

*2023 INTERIM  
CAPITAL BUDGET  
2022-12-20/12*

Moved by **Clr. Johnson** to accept the 2023 Interim Capital Budget as presented with the addition of Solar for Municipal Buildings project.

CARRIED

*BONUS FOR  
ADMINISTRATIVE  
ASSISTANT  
2022-12-20/13*

Moved by **Mayor Raycraft** that the Administrative Assistant be given an additional \$ 600 bonus for the use of her vehicle and the extra work involved with the North Sanitary Lift Station and with the Water readings while the Village was between Public Works Foreman employees.

CARRIED

*2022-12-20/14*

Moved by **Clr. Johnson** to have a recess at 6:19 pm

CARRIED

*2022-12-20/15*

Moved by **Mayor Raycraft** to reconvene at 6:23 pm

CARRIED

*PUROLATOR  
QUICK STOP  
AGENT  
2022-12-20/16*

Moved by **Clr. McMann** that Council accepts the opportunity to become a Quick Stop Agent for Purolator, thereby collecting the appropriate fees from Purolator rather than continuing to provide this service for free.

CARRIED

*ATCO EV CHARGE  
UPGRADE  
2022-12-20/17*

Moved by **Clr. Johnson** that the Village of Innisfree table the ATCO transformer conversion and EV charge upgrade project.

CARRIED

*COUNCILLOR  
REPORTS  
2022-12-20/18*

Moved by **Clr. Johnson** the five items listed under “Councillor Reports” and the verbal report by the Mayor on the HUB meeting be received as information.

CARRIED

*ADMINISTRATION  
REPORTS  
2022-12-20/19*

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

CARRIED

*CORRESPONDENCE  
2022-12-20/20*

Moved by **Mayor Raycraft** that the four items listed under “Correspondence” be received as information.

CARRIED

*CLOSED SESSION  
ATTENDANCE*

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

Terri Wiebe                      Interim Chief Administrative Officer

*ENTERING CLOSED  
SESSION  
2022-12-20/21*

Moved by **Clr. Johnson** that the meeting moves into closed session at 7:30 pm pursuant to FOIPP Section 27 to discuss some employment and legal concerns.

CARRIED

*EXITING CLOSED  
SESSION  
2022-12-20/22*

Moved by **Clr. McMann** that the meeting moves out of closed session at 8:09 pm.

CARRIED

**VILLAGE OF INNISFREE**

**REGULAR COUNCIL MEETING MINUTES of December 20, 2022**

*LEGAL MATTER*  
*2022-12-20/23*

Moved by **Mayor Raycraft** that the Village of Innisfree will reluctantly agree to pay the former Public Works employee two additional weeks severance rather than having to go to court. Administration to advise legal Counsel of this decision. CARRIED

*ADJOURNMENT*  
*2022-12-20/24*

Moved by **Mayor Raycraft** that the meeting be adjourned at 8:13 pm. CARRIED

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Mayor, Evan Raycraft

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Interim Chief Administrative Officer, T. Wiebe