

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 13th.

CARRIED

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

Moved by **Clr. Johnson** that administration advertises that effective February 1st, 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

*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


Mayor


C.A.O.

VILLAGE OF INNISFREE

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*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 1st 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

*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

**VILLAGE OF INNISFREE
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<p><i>BONUS FOR ADMINISTRATIVE ASSISTANT</i> 2022-12-20/13</p>	<p>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. <u>CARRIED</u></p>
<p>2022-12-20/14</p>	<p>Moved by Clr. Johnson to have a recess at 6:19 pm <u>CARRIED</u></p>
<p>2022-12-20/15</p>	<p>Moved by Mayor Raycraft to reconvene at 6:23 pm <u>CARRIED</u></p>
<p><i>PUROLATOR QUICK STOP AGENT</i> 2022-12-20/16</p>	<p>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. <u>CARRIED</u></p>
<p><i>ATCO EV CHARGE UPGRADE</i> 2022-12-20/17</p>	<p>Moved by Clr. Johnson that the Village of Innisfree table the ATCO transformer conversion and EV charge upgrade project. <u>CARRIED</u></p>
<p><i>COUNCILLOR REPORTS</i> 2022-12-20/18</p>	<p>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. <u>CARRIED</u></p>
<p><i>ADMINISTRATION REPORTS</i> 2022-12-20/19</p>	<p>Moved by Clr. McMann that the items listed under “Administration Reports” be received as information. <u>CARRIED</u></p>
<p><i>CORRESPONDENCE</i> 2022-12-20/20</p>	<p>Moved by Mayor Raycraft that the four items listed under “Correspondence” be received as information. <u>CARRIED</u></p>
<p><i>CLOSED SESSION ATTENDANCE</i></p>	<p>Mayor E. Raycraft Councillor J. Johnson Councillor D. McMann</p>
<p><i>ENTERING CLOSED SESSION</i> 2022-12-20/21</p>	<p>Terri Wiebe Interim Chief Administrative Officer</p> <p>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. <u>CARRIED</u></p>
<p><i>EXITING CLOSED SESSION</i> 2022-12-20/22</p>	<p>Moved by Clr. McMann that the meeting moves out of closed session at 8:09 pm. <u>CARRIED</u></p>
<p><i>LEGAL MATTER</i> 2022-12-20/23</p>	<p>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. <u>CARRIED</u></p>


Mayor


C.A.O.

VILLAGE OF INNISFREE
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ADJOURNMENT
2022-12-20/24

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

CARRIED



Mayor, Evan Raycraft



Interim Chief Administrative Officer, T. Wiebe

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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, November 15, 2022.

CALL TO ORDER

Mayor Raycraft called the meeting to order at 5:03 PM.

PRESENT

Attendance in-person

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

Terri Wiebe Interim Chief Administrative Officer
Brooke Magosse in an Advisory capacity

*APPROVAL OF
AGENDA
2022-11-15/01*

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

New Business

7c – Christmas Light-up

Correspondence

10d – Fox Creek letter

10e – RCMP quarterly report

CARRIED

*OCTOBER 18, 2022,
ORGANIZATIONAL
MEETING MINUTES
2022-11-15/02*

Moved by **Clr. McMann** that the October 18, 2022, Organizational Meeting minutes be approved as presented.

CARRIED

*OCTOBER 18, 2022,
REGULAR COUNCIL
MEETING MINUTES
2022-11-15/03*

Moved by **Mayor Raycraft** that the October 18, 2022, Regular Council Meeting minutes be approved as presented.

CARRIED

*NOVEMBER 3, 2022,
SPECIAL COUNCIL
MEETING MINUTES
2022-11-15/04*

Moved by **Clr. McMann** that the November 3, 2022, Special Council Meeting minutes be approved as amended.

CARRIED

*ACCOUNTS
RECEIVABLE
POLICY 1300-05
2022-11-15/05*

Moved by **Clr. McMann** that the Overdue Accounts Receivable Policy 1300-05 be accepted as amended including a penalty increase to 2.5%

CARRIED

*INNISFREE
LIBRARY BOARD
APPOINTMENT
2022-11-15/06*

Moved by **Mayor Raycraft** to endorse the application of Kristina Brummer to join the Village of Innisfree Library Board for a three-year period from 2022-2025

CARRIED


Mayor


C.A.O.