



Village of Innisfree
Regular Council Meeting
February 18, 2025 @ 4:00 p.m.
Village of Innisfree Council Chambers

1. Regular Council Meeting - Call to Order
2. Agenda
 - a. Deletions/Additions
 - i.
 - ii.
 - b. Adoption of Agenda
3. Adoption of Minutes – January 28, 2024, Regular Meeting Minutes
4. Delegation –
 - RCMP Vermilion – Corey Buckingham
 - Crossroads Economic Development – Kathy Dmytriw
5. Business Arising from the Minutes – Regular Council Meeting
6. Policies & Bylaws: 692-25 Master Rates Bylaw
7. New Business
 - a. Library Board Appointment
 - b. Utility Rates – RFD
 - c. Administration Training – RFD
 - d. *Spring Leadership Conference – march 6/7. →*
8. *Councilor Reports*
 - a. Northern Lights Representative Report (February 2025) – K. Brummer
 - b. MMI FCSS Report – (February 6, 2025) - J. Johnson
 - c. Innisfree Library Report – (February 5, 2025) - J. Johnson
 - d. East Central 911 2024 Annual General Meeting – (January 8, 2025) - E. Raycraft
9. Administration Reports
 - a. Reports:
 - i. CAO Report – Period Ending February 14, 2025
 - ii. CAO – Council Action List
 - iii. CAO - Municipal Grants Report
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending January 31, 2025
 - ii. Revenue & Expense – Period Ending January 31, 2025 – to be provided

*7e. Fall Conference
- Cal. Nov 12/14.*

- c. Public Works Foreman Report – January 31, 2025
- d. Regional Fire Chief Report – February 11, 2025

10. Correspondence – Minister Letter/ Order

11. Adjournment

**VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of December 23, 2024**

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 Monday, December 23, 2024.

CALL TO ORDER

Mayor Raycraft called the Regular Council meeting to order at 3:07 PM.

PRESENT

Attendance in-person

Councillor Jennifer Johnson
Councillor Deborah McMann
Mayor Evan Raycraft

Kayla Paranych, Chief Administrative Officer

*APPROVAL OF
AGENDA*

2024-12-23/1

Moved by Clr. J. Johnson that the agenda be accepted as presented with the following additions:

Additions:

Asset Retirement Obligation Implementation
ACE Board Meeting (Dec 18, 2024) – E. Raycraft
Fire Truck Bill of Sale

CARRIED

*APPROVAL OF
NOVEMBER 19, 2024
REGULAR MINUTES*

2024-12-23/2

Moved by Clr. J. Johnson that the November 19, 2024, Regular Council Meeting minutes be approved.

CARRIED

GIS SYSTEM MOU

2024-12-23/3

Moved by Mayor Raycraft that Council accept the MOU with the County of Minburn for the GIS System implementation and annual fees for the Village of Innisfree.

CARRIED

INTERIM BUDGET

2024-12-23/4

Moved by Clr. D. McMann that Council approve the 2025 Interim Draft Budget.

CARRIED

SIGNING AUTHORITY

2024-12-23/5

Moved by Clr. J. Johnson that Council approve the new signing authorities.

CARRIED

MD FOUNDATION

2024-12-23/6

Moved by Mayor Raycraft that Council provide a letter to the M.D. Foundation denying contribution to the expansion project due to budget constraints.

CARRIED

*ARO
IMPLEMENTATION*

2024-12-23/7

Moved by Clr. J. Johnson that Council approve the Asset Retirement Obligation implementation proposal totalling \$10, 000.

**VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of December 23, 2024**

*INNISFREE FIRE
TRUCK*
2024-12-23/8

Moved by Mayor Raycraft that the Village of Innisfree transfer the Innisfree Fire Truck to the Innisfree and District Agricultural Society.

CARRIED.

*COUNCILLOR
REPORTS*
2024-12-23/9

Moved by Mayor Raycraft that the items listed under Councillor Reports be accepted as presented.

CARRIED.

*ADMINISTRATION
REPORTS*
2024-12-23/10

Moved by Clr. D. McMann that the items listed under Administration Reports be approved as presented.

CARRIED.

CORRESPONDENCE
2024-12-23/11

Moved by Clr. J. Johnson that the items listed under Correspondence be approved as presented.

CARRIED.

*ENTERING CLOSED
SESSION*
2024-12-23/12

Moved by Clr. J. Johnson that the meeting enters a Closed Session at 4:22 PM to discuss Labour per FOIP Section(s) 17 & 40.

CARRIED.

*EXITING CLOSED
SESSION*
2023-12-23/13

Moved by Clr. D. McMann that the meeting exits a Closed Session at 4:35 PM to discuss Labour per FOIP Section(s) 17 & 40.

CARRIED.

ADJOURMENT
2024-12-23/14

Moved by Mayor Raycraft that the meeting be adjourned at 4:36 PM.

CARRIED.

K. Paranych, C.A.O.

E. Raycraft, Mayor

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.

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: RCMP Vermilion

Contact Name /Person making presentation: Corey Buckingham

Issue to be discussed:

Q3 Report Discussion

Request of Council:

Date of Council Meeting:

Delegation Time: _4:05pm____

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

Delegations are limited to 10 minutes.

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

Note: all Council Meetings are open to the public.



2025-02-11

Mayor Evan Raycraft
Innisfree, AB

Dear Mayor Raycraft,

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Vermilion Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

Corey Buckingham

Sergeant Corey Buckingham
Chief of Police
Vermilion Detachment





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Vermilion

Detachment Commander

Sergeant Corey Buckingham

Report Date

February 11, 2025

Fiscal Year

2024-25

Quarter

Q3 (October - December)

Community Priorities

Priority #1: Crime Reduction - Property Crime

Updates and Comments:

78 curfew/conditions checks completed in Q3. Total for fiscal year is 144/100. Initiative is exceeded.

Priority #2: Police / Community Relations - Consultations and Connections

Updates and Comments:

First town hall held in Derwent on October 17th at 6PM with Two Hills RCMP. Approx. 45 attendees. Second Town Hall planned for Innisfree in Q4 on 2025-02-04. 5 Voyent/RAVE alerts and 7 additional media releases for a total of 12 public communications. Initiatives on track to be met.

Priority #3: Police / Community Relations - Police Visibility

Updates and Comments:

114 documented traffic stops in Q3. Two checkstops were completed with one on Halloween and one at Christmas. Initiatives are at 421/360 and 5/6 respectively. Both on track.





Community Consultations

Consultation #1

Date	Meeting Type
October 15, 2024	Meeting with Elected Officials
Topics Discussed	
Information Sharing	
Notes/Comments:	
RCMP Member attended the Town of Vermilion regular Council meeting to provide the Quarter 1 report, where the Annual Performance Plan (APP), crime statistics and homelessness was discussed.	

Consultation #2

Date	Meeting Type
October 18, 2024	Town Hall
Topics Discussed	
Property Crime, Education Session, and Crime Reduction Initiatives	
Notes/Comments:	
RCMP Members attended a Town Hall meeting in Derwert that was organized by the County of Two Hills. The Members presented crime statistics, priorities, rural crime, crime prevention and answered questions.	

Consultation #3

Date	Meeting Type
November 11, 2024	Community Connection
Topics Discussed	
Education Session	
Notes/Comments:	
RCMP Members attended Remembrance Day Ceremonies in the area.	



Consultation #4

Date	Meeting Type
December 3, 2024	Meeting with Elected Officials
Topics Discussed	
Information Sharing	
Notes/Comments:	
RCMP Members attended the Town of Vermilion meeting to provide a Quarter 2 update.	

Consultation #5

Date	Meeting Type
December 10, 2024	Meeting with Elected Officials
Topics Discussed	
Information Sharing	
Notes/Comments:	
RCMP Members attended the County of Vermilion River's Council meeting to present the Quarter 2 report and discussed current staffing levels.	

Consultation #6

Date	Meeting Type
December 10, 2024	Meeting with Elected Officials
Topics Discussed	
Information Sharing	
Notes/Comments:	
RCMP Members attended the Village of Mannville Council meeting to present the Quarterly Report. Click or tap here to enter text.	



Consultation #7

Date	Meeting Type
December 18, 2024	Meeting with Elected Officials
Topics Discussed	
Information Sharing	
Notes/Comments:	
RCMP attended meeting with MLA to discuss current trends.	





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	7	0	2
Detachment Support	3	3	0	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the nine established positions, seven officers are currently working. One of those officers has been temporarily reassigned to Kitscoty Detachment to complete their field coaching, with an anticipated end date of April, 2025. Two hard vacancies currently exist, one of which has an identified backfill who is waiting to sell their house. The second hard vacancy occurred at the beginning of January, 2025 and advertisements are in place to identify a backfill, or a new member from Depot.

Detachment Support: Of the three established positions, three resources are currently working with no vacancies.



Vermilion Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		1	0	1	1	1	0%	0%	0.1
Sexual Assaults		0	2	3	2	2	N/A	0%	0.4
Other Sexual Offences		1	1	0	2	4	300%	100%	0.7
Assault		26	24	32	22	27	4%	23%	0.0
Kidnapping/Hostage/Abduction		0	1	1	0	0	N/A	N/A	-0.1
Extortion		0	0	1	3	2	N/A	-33%	0.7
Criminal Harassment		5	6	3	8	11	120%	38%	1.4
Uttering Threats		16	7	12	21	9	-44%	-57%	0.0
TOTAL PERSONS		49	41	53	59	57	16%	-3%	3.4
Break & Enter		17	19	36	23	28	65%	22%	2.6
Theft of Motor Vehicle		19	18	18	13	17	-11%	31%	-0.9
Theft Over \$5,000		4	1	13	11	9	125%	-18%	2.0
Theft Under \$5,000		26	28	37	30	32	23%	7%	1.4
Possn Stn Goods		9	10	23	12	16	78%	33%	1.6
Fraud		10	25	18	27	18	80%	-33%	1.8
Arson		0	2	1	2	3	N/A	50%	0.6
Mischief - Damage To Property		24	16	26	20	28	17%	40%	1.2
Mischief - Other		5	13	22	18	32	540%	78%	5.9
TOTAL PROPERTY		114	132	194	156	183	61%	17%	16.2
Offensive Weapons		8	5	5	10	2	-75%	-80%	-0.7
Disturbing the peace		1	7	11	3	4	300%	33%	0.2
Fail to Comply & Breaches		39	35	27	35	23	-41%	-34%	-3.2
OTHER CRIMINAL CODE		5	6	11	13	12	140%	-8%	2.1
TOTAL OTHER CRIMINAL CODE		53	53	54	61	41	-23%	-33%	-1.6
TOTAL CRIMINAL CODE		216	226	301	276	281	30%	2%	18.0



Vermilion Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	1	3	4	1	-75%	-75%	-0.3
Drug Enforcement - Trafficking		0	8	1	1	0	N/A	-100%	-0.7
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		5	9	4	5	1	-80%	-80%	-1.2
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		1	2	0	3	0	-100%	-100%	-0.1
TOTAL FEDERAL		6	11	5	8	1	-83%	-88%	-1.3
Liquor Act		1	3	0	1	1	0%	0%	-0.2
Cannabis Act		0	2	1	2	1	N/A	-50%	0.2
Mental Health Act		11	12	21	40	21	91%	-48%	4.8
Other Provincial Stats		24	27	31	28	36	50%	29%	2.5
Total Provincial Stats		36	44	53	71	59	64%	-17%	7.3
Municipal By-laws Traffic		0	0	1	0	2	N/A	N/A	0.4
Municipal By-laws		1	3	2	1	1	0%	0%	-0.2
Total Municipal		1	3	3	1	3	200%	200%	0.2
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		6	8	20	5	10	67%	100%	0.5
Property Damage MVC (Reportable)		74	90	92	64	57	-23%	-11%	-6.0
Property Damage MVC (Non Reportable)		9	6	18	7	10	11%	43%	0.3
TOTAL MVC		89	104	130	76	77	-13%	1%	-5.2
Roadside Suspension - Alcohol (Prov)		1	19	7	12	2	100%	-83%	-0.5
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		311	517	363	526	232	-25%	-56%	-14.9
Other Traffic		4	22	0	2	2	-50%	0%	-2.4
Criminal Code Traffic		7	15	16	22	23	229%	5%	3.9
Common Police Activities									
False Alarms		8	5	12	18	7	-13%	-61%	1.1
False/Abandoned 911 Call and 911 Act		7	8	10	9	10	43%	11%	0.7
Suspicious Person/Vehicle/Property		27	37	24	30	23	-15%	-23%	-1.5
Persons Reported Missing		1	4	2	4	5	400%	25%	0.8
Search Warrants		1	0	0	2	0	-100%	-100%	0.0
Spousal Abuse - Survey Code (Reported)		24	17	30	32	27	13%	-16%	2.1
Form 10 (MHA) (Reported)		0	1	2	4	1	N/A	-75%	0.5



Vermilion Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	3	N/A	N/A	0.6
Robbery		3	2	3	3	2	-33%	-33%	-0.1
Sexual Assaults		4	11	15	13	12	200%	-8%	1.8
Other Sexual Offences		8	7	5	13	8	0%	-38%	0.6
Assault		93	74	90	107	102	10%	-5%	5.1
Kidnapping/Hostage/Abduction		2	1	1	1	5	150%	400%	0.6
Extortion		0	1	2	7	4	N/A	-43%	1.4
Criminal Harassment		30	28	33	36	49	63%	36%	4.6
Uttering Threats		49	42	45	64	52	6%	-19%	2.8
TOTAL PERSONS		189	166	194	244	237	25%	-3%	17.4
Break & Enter		103	79	100	90	114	11%	27%	3.3
Theft of Motor Vehicle		77	51	80	67	72	-6%	7%	0.6
Theft Over \$5,000		13	11	28	26	35	169%	35%	5.9
Theft Under \$5,000		156	109	170	125	115	-26%	-8%	-6.6
Possn Stn Goods		64	56	95	84	73	14%	-13%	4.6
Fraud		51	72	76	92	65	27%	-29%	4.8
Arson		3	3	7	9	11	267%	22%	2.2
Mischief - Damage To Property		96	78	87	91	117	22%	29%	5.5
Mischief - Other		55	54	91	81	105	91%	30%	12.7
TOTAL PROPERTY		618	513	734	665	707	14%	6%	33.0
Offensive Weapons		23	31	27	41	25	9%	-39%	1.4
Disturbing the peace		19	41	27	24	44	132%	83%	3.3
Fail to Comply & Breaches		125	146	116	147	117	-6%	-20%	-1.5
OTHER CRIMINAL CODE		30	38	39	41	34	13%	-17%	1.1
TOTAL OTHER CRIMINAL CODE		197	256	209	253	220	12%	-13%	4.3
TOTAL CRIMINAL CODE		1,004	935	1,137	1,162	1,164	16%	0%	54.7



Vermilion Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		17	13	17	18	13	-24%	-28%	-0.3
Drug Enforcement - Trafficking		6	16	11	6	4	-33%	-33%	-1.4
Drug Enforcement - Other		2	0	0	0	0	-100%	N/A	-0.4
Total Drugs		25	29	28	25	17	-32%	-32%	-2.0
Cannabis Enforcement		0	1	3	0	0	N/A	N/A	-0.1
Federal - General		9	5	4	12	16	78%	33%	2.1
TOTAL FEDERAL		34	35	35	37	33	-3%	-11%	0.0
Liquor Act		14	9	7	11	15	7%	36%	0.4
Cannabis Act		5	8	4	12	7	40%	-42%	0.8
Mental Health Act		47	48	67	85	97	106%	14%	13.7
Other Provincial Stats		110	134	98	111	130	18%	17%	1.7
Total Provincial Stats		176	199	176	219	249	41%	14%	16.6
Municipal By-laws Traffic		0	0	6	2	3	N/A	50%	0.8
Municipal By-laws		29	26	6	5	2	-93%	-60%	-7.5
Total Municipal		29	26	12	7	5	-83%	-29%	-6.7
Fatals		2	0	1	0	1	-50%	N/A	-0.2
Injury MVC		29	28	52	27	38	31%	41%	1.7
Property Damage MVC (Reportable)		222	240	279	231	174	-22%	-25%	-10.5
Property Damage MVC (Non Reportable)		34	23	38	28	28	-18%	0%	-0.7
TOTAL MVC		287	291	370	286	241	-16%	-16%	-9.7
Roadside Suspension - Alcohol (Prov)		1	43	33	44	22	2100%	-50%	4.3
Roadside Suspension - Drugs (Prov)		0	1	1	3	1	N/A	-67%	0.4
Total Provincial Traffic		1,285	1,786	1,626	1,722	1,308	2%	-24%	-1.8
Other Traffic		18	91	8	5	6	-67%	20%	-11.0
Criminal Code Traffic		75	71	99	97	96	28%	-1%	6.8
Common Police Activities									
False Alarms		66	55	57	64	51	-23%	-20%	-2.1
False/Abandoned 911 Call and 911 Act		52	68	61	55	58	12%	5%	-0.1
Suspicious Person/Vehicle/Property		158	155	96	103	98	-38%	-5%	-17.2
Persons Reported Missing		9	10	10	12	17	89%	42%	1.8
Search Warrants		7	4	3	5	0	-100%	-100%	-1.3
Spousal Abuse - Survey Code (Reported)		82	88	98	135	120	46%	-11%	12.3
Form 10 (MHA) (Reported)		3	8	8	7	7	133%	0%	0.7

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Provincial Traffic Offences	Reported			Clearance		
	Unfounded	Actual	Rate	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	13	0	13	0	0	0.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	7	0	7	0	0	0.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	2	0	2	0	0	0.0%
	22	0	22	0	0	0.0%
Violation group - Provincial Statutes {except traffic}	Clearance					
8840 0336 Mental Health Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Provincial Statutes - Municipal By-laws	Clearance					
9955 0010 Municipal Bylaws - Other	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Other Criminal Code - Other Criminal Code	Clearance					
3410 0060 Failure to comply with order	1	0	1	1	0	100.0%
3420 0020 Counterfeit money: buy/possess/import	1	0	1	0	0	0.0%
3540 0010 Uttering Threats Against Property or an Animal	1	0	1	0	1	100.0%
	3	0	3	1	1	66.7%
Violation group - National Survey Codes	Clearance					
8999 3065 Victim Services Offered - Accepted	1	0	1	0	0	0.0%
8999 3066 Victim Services Offered - Declined	9	0	9	0	3	33.3%
	10	0	10	0	3	30.0%

Occurrence Stats (All Violations)

Violation group - Crimes Against the Person - Sexual Offences	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
1390 0010 Distribute intimate image without consent	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats						
1626 0040 Harassing communications	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}						
1430 0010 Assault	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Crimes Against Property - Theft over \$5000.00						
2135 0100 Theft of car	0	0	0	0	1	0.0%
	0	0	0	0	1	0.0%
Violation group - Crimes Against Property - Mischief						
2170 0090 Mischief - Damage to property	0	0	0	0	1	0.0%
2170 0100 Mischief - Obstruct enjoyment of property	1	0	1	1	0	100.0%
	1	0	1	1	1	200.0%
Violation group - Common Police Activities - Related Police Activities						
8550 0020 Abandoned Vehicles	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Assistance to General Public

8546 0010 Assist General Public	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Totals

	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
	43	0	43	4	6	23.3%

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.

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: Crossroads Economic Development

Contact Name /Person making presentation: Kathy Dmytriw

Issue to be discussed:

Crossroads Economic Development BRE Report

Request of Council:

Date of Council Meeting:

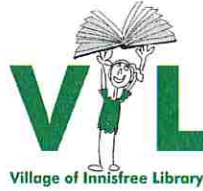
Delegation Time: 4:15pm

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

Delegations are limited to 10 minutes.

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

Note: all Council Meetings are open to the public.



Village of Innisfree Council Meeting
Tuesday, Feb 18th at 4pm

Re: Recommendation for New Board Appointment

Introduction

This report presents a recommendation for a new board appointment to the Village of Innisfree Library Board. The proposed appointment aims to strengthen our library community by ensuring continued leadership and engagement.

Candidate Recommendation

- **Yvonne Parasynchuk**, Member at Large | **Current Term ends: Mar 15th, 2025**
 - Skill Set: Small business owner, volunteer work with library, school and community events, and active member of the women in business program.

Recommendation

Given the current board composition and term expirations, we strongly recommend the appointment of Yvonne Parasynchuk for a three-year term on the Village of Innisfree Library Board. Please find her application attached.

Yvonne’s unwavering dedication to the community, exceptional volunteerism, and passion for fostering local initiatives make her an invaluable asset to the board. Her commitment to going above and beyond in service to the community aligns with the library’s mission to provide meaningful and accessible resources for all.

Thank you for considering this recommendation. We appreciate your time and commitment to fostering a strong and effective Library Board for our community.

INNISFREE LIBRARY BOARD

APPLICATION FORM

Thank You for your interest in the Library Board. Please take the time to fill out this application form and we will get back to you ASAP. Please fill out the application as accurately as possible. We will be in touch as soon as we can meet and discuss your application.

NAME: *yvonne parasynchuk*
PHONE: *780-603-8384*
ADDRESS: *Box 234 Innisfree Alberta*
EMAIL: *parasynchuk1970@gmail.com*

Experience and/or related employment experience (attach a resume if desired).

*small Business owner several years of Volunteering
child care library Board museum Bingo*

Please share your interest in why you would be a valuable member to our organization as a Board Member.

Volunteering Working With youth

Please share any areas of expertise/contributions you could make.

youth events doing food markets

Do you have past volunteering experience?

yes

You may be requested to provide a Police Check.

have one

WE HAVE A GREAT GROUP OF VOLUNTEERS AND WOULD LOVE TO HAVE MORE PEOPLE TO JOIN OUR GROUP.

The Innisfree Library Board strives to meet those guidelines and standards set forth by the Professional Library Associations that the Library has active membership in. The Alberta Association Handbook has particular guidelines that you will be requested to follow.

INTRODUCTION

By agreeing to become a Board Member with the library, you have consented to undertake several legal and moral obligations. You must have a belief in the importance and values of libraries and a desire to contribute to the growth and development of our local library.

The Responsibilities of Board Member:

- **Believe in and support the mission of the library.**
- **Be aware of your legal responsibilities.**
- **Contribute knowledge or expertise in a major management area: financial, personnel, programs, policies, or advocacy.**
- **Be aware of issues affecting our library.**
- **Handle board business effectively and fairly.**
- **Participate in development framework, governance and operational policies.**
- **Help to develop goals and objectives congruent with the library's mission, designed to carry out board policies.**
- **Regularly evaluate and review policies, goals, and objectives and amend as required.**
- **Work on boards to help secure adequate funds from government and alternative resources to carry out the goals and objectives of the library.**
- **Participate in financial management associated to the library**

- Develop awareness of the difference between board and staff roles.
- Participate in lobbying of government for positive action for libraries.
- Increase your own and other Board Members knowledge of library matters through discussion, ongoing orientation and attendance at workshops and conferences.
- Sit on at least one board committee.
- Participate in the organization and implementation of marketing plans and activities.
- Comply with the Alberta Libraries Act.
- You must have a valid phone number and an email address, as we communicate between meetings via emails.
- Please drop applications at the library.

It is vital to remember, that as a trustee, you will always be perceived as representing the Library in your community. You are entitled to personally disagree with any board decision and may debate it during board meetings.

Signature

Yvonne Parasynchuk

Date

Feb 1, 2025

Request for Decision (RFD)

Topic: 2025 Master Rates Bylaw – Utility & Reserves Review
Initiated by: Administration
Attachments: DRAFT Master Rates Bylaw 694-25

Purpose(s):

1. To address Utility Rates for the remaining 10 months of 2025.
2. To address Master Rates’ Solid Waste Fees.

Background:

1. The Village Council recently passed a motion to change solid waste collection for Residential properties.
2. The Village Council and Administration has listened to many residents speak on the high cost of living, taxes, and utility billing prices. The Village Council has acted on implementing reduced costs to relieve our Taxpayers during a time of extreme inflation.
3. The Village of Innisfree no longer collects solid waste from each residence. Solid waste bins are located throughout the Village for residents to empty their garbage throughout the week. Solid waste bins are emptied on Monday mornings.

Key Issues/Concepts:

1. The Village administration has been diligently working to reduce utility billing costs to the residents by changing this service. Administration has reviewed the budget and the current costs and proposes the following changes:

	<i>Residential</i>	
	Current	Proposed
Solid Waste	29.25	19.25
Recycling	2.50	2.50
Regional Landfill	12.00	-

2. A Cost-of-Living Calculator displays that the cost for services from 2017 to the end of 2024 increased by **23.38%**. By decreasing the solid waste rate **\$10.00**, the Village of Innisfree would be saving the residents **33.33%**. **This would be 10% more savings than the inflation rate increase.**
3. The total cost savings for Solid Waste, per residence, will amount to **22.00\$**. This includes the removal of the regional landfill costs as well. Any surplus in funds collected additionally for the regional landfill closure shall be transferred to environmental reserves (post audit).
4. The Village also recommends simplification of the Solid Waste rates:

Solid Waste Management Fees:

- | | |
|----------------------------|---------|
| 1. Residential | \$29.25 |
| 2. Small Non. Res | \$34 |
| 3. Large Non. Res. | \$47 |
| 4. Petro-Can Complex | \$425 |
| 5. Institutional | \$225 |
| 6. Four-Plex Units | \$115 |
| 7. Community Organizations | \$17.45 |

Recommend the SW Management Fees be simplified as:

- | | |
|--------------------------|----------------|
| 1. Residential | \$19.25 |
| 2. Sm. Non-Residential | \$34 |
| 3. Large Non-Residential | \$75 |

- 4. Institutional \$250
- 5. Bin Rental \$425

4.i. Currently the Village levies:	Res 115 = \$3,363.75	Proposed: \$2,213.75
	Sm. NR 10 = \$340	Proposed: \$ 340
	Lrg. NR 0	Proposed:
	Petro \$425	Proposed: \$ 425
	Instit. \$225	Proposed: \$ 250
	4-Plex 2 = \$230	Proposed: \$ 500 (Instit.x2)
	Current Total:\$4,583.75	Proposed
	(55005.00)	Total:\$3728.75
<hr/>		
	TOTAL/ANNUALLY:	\$3,728.75 x 12 =
		TOTAL: \$44,745.00

NOTE: The 2024 Solid Waste Costs were \$32,597.74. Having a revenue estimated base of \$44,745.00 should mitigate implications to the Municipal Tax Rate. Any surplus to the SW collection may be transferred to environmental reserves to ensure environmental remediation costs may be elevated. The Village also budgets \$19,000 annually to cover the costs of the Public Works employee salary which will be eliminated because of this change. The budgeted Public Works salary may be distributed to other places of need within the operation of the Village.

Solid Waste fees are proposed to help eliminate any Solid Waste Department deficit and ensure Solid Waste fees do not impact the Tax roll (Municipal Tax Rate.)

Options:

1. That Council endorse all readings to proposed Master Rates Bylaw 694-25 as presented.
2. That Council endorse all readings to the Master Rates Bylaw 694-25 as amended.
3. That Council direct Administration in another manner regarding the Master Rates Bylaw 694-25.

Financial Implications:

1. The proposed Solid Waste Master Rates are set up to ensure:
 - a. The SW service costs are offset by the Utility Rates;
 - b. That the Municipal Tax Rate is not impacted by the SW Servicing Costs;
 - c. The proposed rates relieve some of the monthly costs for our Taxpayers.

Relevant Policy/Legislation:

1. MGA, s.3 – Municipal Purposes
2. MGA, s.241 – Annual Budgets
3. Strategic Plan – Priority #3 – Ensure Viability
4. Strategic Plan – Priority #4 – Resident Communication and Engagement

Political/Public Implication(s):

The maintenance of the Solid Waste services and Utility Bill cost savings should be viewed as positive to the public.

Recommendation:

That Council endorse all readings to proposed Master Rates Bylaw 694-25 as presented.

Request for Decision (RFD)

Topic: Administration Training

Initiated by: Council/Administration

Attachments: Alberta Municipal Clerks Association – Annual Conference Brochure
Municipal Administration Leadership – Mountain Refresher Workshop Brochure

Purpose(s):

1. To allow administration staff the opportunity to attend Municipal Clerk training for the Municipality in April 2025.

Background:

1. In the past, former CAO's have attended the Annual CLGM workshop for annual training and networking.
2. This year, it would be beneficial for the CAO and Admin Assistant to attend the Municipal Clerks conference in lieu of the CAO annual workshop.
3. Administration believes it would benefit both roles better to attend the clerk's workshop as the training offered is more tailored to the administration day-to-day roles in a small municipality.
4. This workshop has been recommended by other CAO's in our regional alliance (Minburn County, Vegreville and Mannville)

Key Issues/Concepts:

1. The workshop will provide the administration staff with further training and allow networking with other Municipalities.
2. Networking with other municipal administration is valuable to the Village of Innisfree and current administration staff

Options:

1. Council approve administration to attend the 2 ½ day workshop.
2. Council accepts this as information.

Financial Implications:

1. This conference is less expensive compared to the CAO annual workshop in Kananaskis.
2. The 2 ½ day workshop would cost a total of \$600.00 plus GST per person.
3. Accommodations approx. \$110-150.00/ night.

Relevant Policy/Legislation:

1. MGA s.207 - Chief Administrative Officer's responsibilities

Political/Public Implication(s):

1. None foreseen.

Recommendation:

1. That Council approve Administration to attend the workshop and gain further training.

ACCOMMODATION

When making your reservation, identify that you are attending the SLMGM hosted workshop.

When booking your accommodations, please quote conference booking: **SLGM2025**

Book early as there is limited availability at these rates.

POMERORY KANANASKIS MOUNTAIN LODGE

ph.1.833.440.1964
\$246 (plus applicable tax)
click [HERE](#) to book online

TO REGISTER & SELECT YOUR SESSIONS FOR THE 2025 MOUNTAIN REFRESHER CLICK [HERE](#)

FEES — (all fees are plus GST)

Pre Workshop Forum & Mountain Refresher (Sunday, May 11 to Thursday, May 15)	on or before March 1 — \$1,492 after March 1 — \$1,812
3 Day Pre-Workshop Forum (Leadership at the Apex) (Sunday, May 11 to Tuesday, May 13)	on or before March 1 — \$992 after March 1 — \$1,312
2 nd Day Mountain Refresher (Tuesday, May 13 to Thursday, May 15)	on or before March 1 — \$649 after March 1 — \$749

FEES INCLUDE:

- Welcome Reception
- Coffee Breaks & Lunch
- Awards Banquet (additional banquet tickets \$50 each)

CANCELLATIONS:

- Accepted until April 21, 2025, with a \$100 administration fee deduction

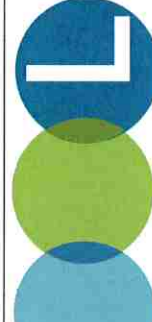
COURSE MATERIAL:

- Available [ONLINE](#) early May prior to the workshop

Register Today!

Registrations received before March 1, will be eligible for the [early bird draw](#).

Three nights accommodation at the Pomerory Kananaskis Mountain Lodge Kananaskis Village.



Municipal Administration Leadership workshop

May 13 to 16, 2025

AWARDS BANQUET

Join us for some good food and great laughs!

Thursday, May 15
6:30pm to 10:00pm

Join us for our pre-workshop forum!

LEADERSHIP AT THE APEX: Are you ready?

Solution Seeking in Local, Regional & Indigenous Government

Hosted by the Society of Local Government Managers

Senior managers in local, regional, Métis or Indigenous government - join four civic thought leaders for an executive session with colleagues to share ideas, apply tools, and enhance your skills to ensure you, your team and your organization are ready for:

- Getting off to a good start after the election
 - Managing risk exposure and procedural certainty
 - Aligning strategic expectations with organizational capacity
 - Developing leadership potential of yourself and others
- This is not a panel nor a 'talking head' program - our mentors will present concepts, practices and tools, join table discussions, and be available for one-on-one chats.

This learning opportunity is for aspiring, new and current supervisors, managers, and CAO's as well as CAO's coaching the leadership development of others.

Dr. Gordon McIntosh has received wide acclaim for providing a learner-based approach that is practical, energized and fun too!

Pre-workshop

Three day course
Sunday, May 11,
6:30pm to 8:30pm
Monday, May 12,
8:30am to 4:30pm
Tuesday, May 13,
8:30am to 12:30pm

Program Lead

Dr. Gordon McIntosh has 40 years of management, educator, and consultancy experience.

He has delivered over 1,500 training sessions involving 140,000 civic officials throughout Canada and overseas.

Participants affirm that his dynamic sessions enable them to make an immediate leadership difference back at their organization.

Don't Believe Everything you Think ...

why being **RIGHT** is often **WRONG**

Hugh Culver, author, speaker, coach and athlete. Hugh speaks and writes about getting stuff done and the art of growing younger.

In our haste to being right, the conclusions we jump to are often just plain wrong. Sometimes hilariously wrong. But buried in the unintended faux pas is often a precious insight into the nature of who we really are.

BRING YOUR PARTNER ALONG FOR AN EXCITING ADVENTURE IN KANANASKIS VILLAGE!

We're planning some fantastic activities, including a unique Kananaskis Scramble (like a Texas scramble), serene horseback riding, invigorating hikes, and perhaps even a mountain climb if Horacio Galanti is in town!

Click [HERE](#) for more information and prices.
Get ready for a memorable experience!



The Society of Local Government
Managers of Alberta
Box 308, 4629 54 Avenue
Bruderheim, AB T0B 0S0

You won't want to miss the

Trade Show

(starts at 6:00pm)

Welcome Reception

Tuesday, May 13

6:30pm to 10:00pm
Pomeroy Kananaskis
Mountain Lodge

Tuesday, May 13

Leading Your Teams Through Complex
Change: Mastering the Art of Credible
Leadership in Local Government

1:30pm to 4:30pm

Presenter: Suzanne Gibson, Suzanne
Gibson & Associates

Join this energizing learning session to
examine how you and your organization can
effectively navigate fast-paced and
turbulent change.

Facilitated by Suzanne Gibson, you will
identify and reflect on the complex changes
they are experiencing in the municipal
landscape. You will learn how to apply
two key frameworks and apply them to
understand better the impact of change
on the people around us and how to
respond more proactively. You will also gain
insights and wisdom from your peers.

This engaging workshop invites you to
pause, take stock, and reflect on how you
and your teams can perform better in
complex and changing environments. You
will learn how to use a variety of strategies
to help you navigate change with greater resilience
and success. This includes identifying
change management strategies that
support a team approach to moving through
transformation with confidence and
success.

Trade Show
6:00pm to 10:00pm

Welcome Reception
6:30pm to 10:00pm

The Trade Show and Welcome Reception
offers an outstanding opportunity to
connect with a select group of
professionals who provide specialized
services to local governments, while also
networking with colleagues from across the
province.



During the session he will share some insights
from those "conversations".

**Legal Stream II: Managing Disputes with
Contractors and Consultants**

1:30pm to 4:30pm

Presenter: Seen Ward, Partner, RMRF LLP

This session will explore common problems
and disputes that arise during the performance
of municipal contracts, including in relation to
delays, claims for increased compensation,
fliers, bankruptcies and other defaults. The
session will offer advice to assist in managing
those disputes as they arise, as well as tips in
drafting contracts to help mitigate such risks
before they arise. The session will also discuss
mediation and arbitration processes and the
benefits and drawbacks of resolving disputes
outside of the traditional court process.

Reclaiming the Clock—Getting More of the
High-Stuff Done

1:30pm to 4:30pm

Presenter: Hugh Culver, Author, Speaker, Coach
Reclaiming the Clock is an exciting approach to
getting beyond survival and excelling at getting
things done. It provides a plan for how to use
a Pilot model provides a plan for how to use
getting work done while managing the
inevitable interruptions of everyday life.

Based on Hugh's best-selling book *Give Me A
Break*, this popular program provides a simple
roadmap delegates can follow long after the
event is over. Many graduates apply these
lessons to create time for both their physical
and mental health. Actionable lessons:

- The real cost of distractions and
poor planning
- How to Plan like a Pilot with a weekly
Flight Plan
- Why time blocking helps overcome
procrastination.
- How to automate progress with
healthy habits.

**R & R: Revisiting & Reinventing the Basics
of Municipal Management**—Coaching for
Conflict

1:30pm to 4:30pm

Presenter: TBA, Alberta Municipal Affairs

"So...tell me a story...but let me stay above
the fray."

Do you find that other people keep bringing you
into your conflicts, but it has nothing to do with
you? Do you want to be able to help them
resolve their issues without slipping into the
fray? Can you learn to use words and tools
effectively with their own conflict situations
without getting caught in the middle. In this
workshop, we will introduce you to a coaching
model to give you the skills to help people get
clarity on what their issues are, deescalate the
conflict and coach them through to resolving
the matter themselves.

This is an invitation to ask better questions
and being willing to accept the uncertainty
that comes with taking bold action. Each step
forward - however small - fuels momentum
that makes the next action easier. Just as a
flywheel spins under its own inertia, Small
Wins in one area can lead to Small Wins in all
areas of life. Core messages such as: "Why
we experience resistance and the cost of not
acting"; "How to move forward by
challenging old assumptions" to name a few.

**R & R: Revisiting & Reinventing the
Basics of Municipal Management**—
Building a C

9:00am to 12:00 noon

Presenter: TBA, Alberta Municipal Affairs

*Councillor Orientation: Charting the Course
for Your New Council's Success*

The overarching purpose and importance of
an orientation session is to ensure elected
officials understand their role in governance
and municipal service delivery. By providing
your new council with the information they
require to get off to a good start and govern
successfully, administrative staff can build
trust from the get-go, establish a strong
council-CAO working relationship and ensure
council-CAO confidence in administration's
abilities.

This engaging and interactive session will
discuss the new legislative requirements for
councillor orientation and highlight best
practices that will result in a smooth and
effective council onboarding experience for all
involved.

**Lessons From a Leadership Instructor
Turned Senior Leader**

9:00am-12:00 noon or 1:30pm to 4:30pm
Presenter: Dr. Marvin Washington, University
of Alberta

Dr. Washington has spent more than 25 years
of his life researching, teaching, and
consulting on best leadership practices. He
has also written three books aimed at helping
leaders achieve their "best self." For the past
two years he has been in a senior leadership
role at the University of Alberta as the College
Dean / Vice Provost for Social Science and
Humanities which encompasses 500
professors and more than 17,000 students.

Needless to say, there have been some
wonderful conversations between leadership
coach Marvin and senior leader Marvin.

It's like planning a road trip and hitting a
detour you didn't see on the map.

In this session, we will discuss why project
risk management will be so important for the
2025 general election, touching on various
aspects including anticipating potential
surprises, and having a plan to navigate and
mitigate the inevitable bumps in the road. We
will also sprinkle in real-life examples
experienced by both the presenters and
participants to make these concepts feel
more tangible. By understanding project
risks upfront, you can develop a strategy to
handle whatever comes your way.

Thursday, May 15

**Legal Stream I: Speak Up! Public
Participation under the Municipal
Government Act**

9:00am to 12:00 noon

Presenters: Deina Young, Partner, RMRF LLP

This session will explore the different ways
members of the public can participate in the
municipal decision making process under the
Municipal Government Act, with an emphasis
on public hearings and petitions.

Topics of discussion will include evolving
judicial attitudes towards public hearings,
policy and administrative requirements, the
importance of "best practices", and
how the *Municipal Government Act* has changed
the rules for municipalities in relation to
planning bylaws and public hearings. The
session will also provide an overview of key
considerations in relation to the position
process.

Small Wins—Why Little Steps are the
Path to Big Rewards

9:00am to 12:00 noon

Presenter: Hugh Culver, Author, Speaker, Coach

We all experience resistance. We want to
move forward on a project or goal but are
stalled thinking of everything that might go
wrong or all the steps to completion. Instead
of progress we procrastinate, adding to a long
list of opportunities and a growing belief that
we are not good at this.

Small Wins is about progress, not perfection
and taking one step forward without having
full confidence in all the steps.

At Empowering Local Governments
9:00am to 12:00 noon or 1:30pm to 4:30pm

Presenter: Chantal Ritsey and Dan Buck,
AltAML

This session provides an overview of artificial
intelligence (AI), covering its definition, how it
differs from other technologies, and emerging
trends. It will also explore the evolving policy
and regulatory landscape, highlighting the
legal and ethical considerations for
implementing AI in government.

Led by experts from AltAML, an Edmonton-
based AI consultancy with extensive experience
in helping municipalities and levels of
government, the workshop will provide insights
on cutting-edge advances and practical
applications of AI in the public sector.

Designed for all audiences, regardless of
technical background, this workshop offers a
valuable opportunity to understand AI's
transformative potential and its impact on
delivering services to its citizens.

Flexible Work Arrangements

1:30pm to 4:30pm

Presenters: Jan Fox, The Robcan Group

Empowering Your Workforce for the Future

This workshop explores the various types and
benefits of flexible work schedules, including
remote work, compressed work weeks, and
job sharing. Participants will explore current
research and best practices to understand the
advantages of flexible work arrangements.
including:

- Increased productivity
- Improved work-life balance
- Enhanced talent recruitment and retention,
to name a few

It will also address potential challenges and
offer strategies to address these, such as:

- Types of Flexible Work Arrangements
- Current Research, Perspectives and Trends
to name a few

Managing Election Surprises

1:30pm to 4:30pm

Presenters: TBA, Alberta Municipal Affairs

*Destiny Election 2025: Navigating the
Detours and Bumps in the Road*

Have you ever found yourself knee-deep in an
important project, only to have things go
sideways because of unexpected hiccups?

Wednesday, May 14

**Managing Public Conversations/
Controversy**

9:00am to 12:00 noon or 1:30pm to 4:30pm

Presenter: Todd Pugh, Councillor BC & Capilano
University

With public discourse and politics becoming
increasingly polarized and acrimonious,
managing public conversations and
controversy is an essential skill for local
government managers. This session offers
practical tools and strategies to deal with
challenges with confidence and competence.

Through a combination of case studies and
small-group activities, participants will gain
tips and strategies for fostering constructive
dialogue, managing emotional responses, and
(with a bit of luck) resolving conflict.

**Understanding the Changing
Demographics of Ratepayers**

9:00am to 12:00 noon or 1:30pm to 4:30pm

Presenter: Brenda Robinson, The Robcan Group

*Adapting to a Diverse and Evolving Customer
Base*

This workshop provides an opportunity to
look at the changing demographics of
ratepayers. Key trends include an aging
population, increased diversity, and the
choices people make regarding rural and
urban living. This workshop delves into the
changing nature of modern ratepayers,
including:

- Consumption patterns
- Technological expectations
- Social behaviours
- Family dynamics
- Economic indicators

This session will look at strategies to engage,
involve and include ratepayers through
tailored communication and service models.
Participants will leave with an action plan for
implementing these strategies, including:

- Key Demographic Trends
- Impact of Aging Population
- Increased Diversity
- Rural to Urban Migration, to name a few

AMCA ANNUAL CONFERENCE



April 23 - 25, 2025 COAST Hotel and Conference Centre Canmore, Alberta

Join us in beautiful Canmore April 23-25, 2025 for our annual conference! This is the premier networking event and can't miss learning and professional development opportunities for municipal clerks, legislative and administrative professionals in Alberta.

This conference invites participants to explore the evolving world of municipalities, and provides some best practices and thought provoking discussions to address societal and legislative changes head on.

Registration Rates

To register click the link below. Registration closes April 2, 2025.

- Members \$600*;
- Non-Members \$710*;
- Interns \$200*;
- 1-day tickets \$350;
- Extra Banquet tickets \$50 each; and
- Extra Welcome Reception tickets \$25 each.

**includes Registration, Welcome Reception, Banquet and all sessions.*

[Please click to view updated cancellation policy](#)

[Register for the Conference](#)

[Draft Agenda](#)

Hotel Registration

The Coast Canmore Hotel and Conference Centre Hotel Room Block is now sold out and we were unable to add additional rooms to the block. To book accommodations, you can contact the hotel directly: <https://www.coasthotels.com/coast-canmore-hotel-and-conference-centre>

[Sponsorship Opportunities](#)

AMCA's Annual Conference is being held in beautiful Canmore Alberta from April 23rd to

- Two, world-renowned keynote presentations: Will Bowen and Diane Kalen-Sukra,
- Professional development workshops on topics such as:
 - Bylaw preparation and enactment
 - Public hearing procedures and chairing
 - Impacts of AI on Privacy and the Clerk
 - And more...
- An evening Welcome Reception and Networking Event, hosted at The Sensory,
- Professional headshots from Flash Co.
- An exhibitor tradeshow, showcasing services and products for municipal clerks; and
- Banquet dinner with entertainment.

Sponsorship Package

involvement and we will gladly discuss your needs to ensure that your participation creates value for both you and our members.

For questions related to sponsorship, please contact:
 Ryan Westerson, President
 Alberta Municipal Clerk's Association
admin@albertamunicipalclerks.com

AMCA Conference Cancellation Policy

- 60 calendar days before Conference = Full Refund (if request received by end of day February 21, 2025)
- 50-59 calendar days before Conference = \$100 cancellation fee applied (requests received between February 22-March 3)
- 36-49 calendar days before Conference = \$150 cancellation fee applied (requests received between March 4-March 17)
- 22-35 calendar days before Conference = \$250 cancellation fee applied (requests received between March 18-March 31)
- No refunds will be issued after March 31.

[Please click to view *updated cancellation policy*](#)

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NLLS (Northern Lights Library System) Representative Report (Submitted by Kristina B.)
Village of Innisfree Council Meeting - February 18th, 2025

Upcoming Events / Meetings

- The next General NLLS Board Meeting will be held online February 28th, 2025

Financial / Funding

- *No updates*

Library Advocacy

- We will be reviewing our library allotment with a goal of increased equity for how the allotments are distributed.

Policies / Legislation

- *No updates*

Other News

- NLLS Executive Director, James MacDonald made a visit to the Innisfree Village Council meeting to share highlights of the past year and upcoming projects, including Princh wireless printing now being available in 30+ libraries, a new 2025 catalog and plans to update catalog interface. He also gave an overview of book allotments, NLLS spending, new staff members, highlighted e-Resources and discussed planned efficiencies over the coming year. The NLLS 2025 Service Catalogue is available on their [website](#)
- Several new library managers/directors have been hired within the region including Bonnyville, Elizabeth Métis Settlement, Lamont, Lac La Biche, Vegreville, Wandering River and Morinville. Onboarding and training activities will be happening in February.
- The Winter Reading Program is in full swing and will wrap up February 28th. We have had members participate in the Snow Art contest, the Friday 15 Reading challenge, logging their reading minutes, and our weekly in library scavenger hunts.



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Village of Innisfree Council Committee Report

Committee Name: FCSS

Meeting Date and Time: February 6, 2025 (9 am – 10 am)

Attendees: Jocelyn, Carla, Jennifer, Mike

Discussion:

- Still a tight year Sarah McLaughlin will be engagement reviewer this year (to go over the books), budget will be like 2024.
- Credit union was broken in to in Mannville and the ATM was taken, and it needs to be replaced, and they are expensive and will take time.
- Mannville is working on installing security cameras on main street to help deter crime.
- Mannville finished their audit and will be presenting it at their next meeting.
- Mannville Cao left and Brooke in the interim CAO for the time being.
- Alicia attending a child development conference.
- Attendance in programs have been lower due to people schedules.
- March in Innisfree will be a make and take freezer meals for \$40.00 to attend so you will make the meals and take them home 4 meals with 4 – 6 servings watch for advertising.
- Community night attendance was under attended.
- Mannville fitness ordered new equipment and should be brought in about a week from the date of the meeting, memberships are 300/year and 90/3months
- AHS will be using handivan for seniors at the center.
- Demand at the food bank has almost doubled.
- Bringing in service Canada to Innisfree March 6, 2025, time TBD, it will be a 1-hour presentation on all programs followed by a 1 hour and 30 minute clinic
- April 15, 2025, in Tofield is the east central directors meeting for FCSS.

Submitted by: Jennifer Johnson

Village of Innisfree Council Committee Report

Committee Name: Innisfree Library Board

Meeting Date and Time: February 5, 2025, (6:30 – 8:30)

Attendees: Gayle, Kristina, Marilyn, Fraux, Evan, Jennifer, Linda, Dale, Holly (regrets: Yvonne)

Discussion:

- Sandwich board needs chalk paint and markers, motion was made to purchase for 42.68 and was approved.
- Kidz skillz toolboxes was 83.56 and food supplies amount will be provided later and was approved.
- For plan of service all surveys were collected and are waiting on the quilting queens to come back to give one, march meeting will be drawn for a prize and was decided on a \$25.00 coop gift card.
- Still working on a community calendar.
- Mitchells soups will be going ahead for the month of march for a fundraiser, the target sales are 216 units.
- Motion was made for Marilyn to purchase coffee and popcorn as needed through out the year.
- The 2025 baskets will be as follows Mother's Day, summer, fall, and Christmas up to \$75.00 per basket.
- February 22, 2025, will be a chill cook off from 12 – 2 \$5.00 to sample and \$2.00 after.
- VIL summer camp will be July 14 – Aug 22 8-4 proposed hours and more information will be brought to the next meeting.

Library Manager's REPORT

FEB 2025



<p>617 PATRONS Last Year: 486</p>	<p>195 WEBSITE VISITS Last Year: 81</p>	<p>58 PROGRAMMING ATTENDEES Last Year: 25</p>	<p>114 E-RESOURCE CIRCULATIONS Last Year: 187</p>
--	--	--	--

<p>827 WIFI CONNECTIONS Last Year: 516</p>	<p>EARLY LITERACY 7 JANUARY PARTICIPANTS</p>	<p>NEXT DATE DATE: TBD - kinder schedule THEME: THE KISSING HAND</p>
---	--	---

CURRENT INFO & PROGRAMMING



LITTLE FREE PANTRY
Used by: **7**
Donated: **3**

- **Meetings:** I had a Teams meeting with NLLS director, James MacDonald regarding services NLLS provides & stats in preparation for his delegation to the Village Council. I attended the Village Council Meeting as well, & James gave a good report, discussing values & returns on the membership fees paid & some other info on funding. I also attended the FILS meeting and gave a VILB meeting overview. My hope is to foster communication between myself and the group, as well as the VILB, in my capacity as manager and recording secretary.
- **Book Club:** Our next meeting will be on February 19 at 7pm. We will be discussing "Daisy Jones & The Six" by Daisy Jenkins Reid. Anyone is welcome to join us.
- **Winter Reading Program:** Continues until February 28. Minutes are logged online at nllsreadingprograms.ca. Logging minutes & ready for 15 Fridays. There is another round of postcards going out is anyone is interested. We had a few kids attend the Snow Art Program and their creations were entered into the Snow Art contest.
- **Wreck This Journal:** Feb 13, 12-4pm. Ages 8+. Make and Wreck their own journal. Discussion on journaling and mindfulness.
- **Anti-Valentines Day Party:** Feb 14, 12-3pm for Teens. Music, games, franken-toys. Partnering with Mannville Alliance Church who will be providing hot dogs and smores.
- **Chili Cook-Off Fundraiser:** Feb 22, 12-2pm. All ages. A lunch fundraiser for the library. Free to enter your chili and \$5.00 to sample the entries and help us pick the winner. We have NLLS making a trophy for us (waiting on a cost for the 3D printing, but have a sponsorship in mind to cover the cost).
- **Kids Skills - Role Reversal:** Mar 1, 10am. Ages 10+. Boys will be learning to cook with a male leading and girls will be learning to make a tool box with a female leading. Pre-registration required and there is a small fee of \$15 to help cover costs.



FINANCIAL

The following bills / invoices are being submitted;
• NextGen: \$286.82

CORRESPONDENCE



Submitted by: Jennifer Johnson



Wednesday, January 8, 2025 - 7PM
Provincial Building - Wainwright

MINUTES

BOD Present.

- Chair - George Glazier - County of Paintearth.
- Vice chair - Jim Jackson - Village of Mannville.
- Sec - Treasurer - Bruce Cummins - MD of Wainwright.
- Director - Bradley Adams - Village of Amisk.
- Director - Brandon Parsons - Village of Irma.
- Director - Stacey Hryciuk - County of Vermilion River .

Absent.

- Director - Kevin Martin - Town of Vermilion.

Members Attending.

North Zone:

- County of Minburn. - Eric Anderson.
- Village of Kitscoty. - Kevin Miciak.
- Village of Paradise Valley. - Don Bergquist.

Central Zone:

- Town of Wainwright. - Bruce Pugh.
- Village of Chauvin. - Don Prokopetz.
- Village of Edgerton. - Della Hughes.

South Zone:

- County of Provost. - Darryl Motley.
- Town of Castor. - Kevin McDougall.
- Town of Provost. - Alvin Schultz.
- Village of Hughenden. - Kathy Hall.

Additional Attendees:

- West End Fire Dept. - Orrin Ford.
- West End Fire Dept. - Blake Moser.
- Blackfoot Fire Dept. - John McGerrigle.
- Vermilion Fire Dept. - Anton Krys.
- Town of Castor. - Donna Rowland.
- Islay Fire Dept. - George Steiner.
- County of Vermilion River. - Kirk Hughes.



Administration:

CAO. - Stephanie Spornitz.
911 Coordinator. - AJ Keller.

1. Presentation by AFRRCS.

- a. At 7 PM there was an AFRRCS Presentation by Brian Saunders, the Business Relations Coordinator. An overview of what AFRRCS was, and the status of the Radio system across the province was provided to the attendees. There was information on how to get started and the first steps in planning for AFRRCS. There were numerous questions from the group.

2. Call to Order by the Chair, George Glazier.

- a. The meeting was called to order at 7:50 PM.
- b. The Chair opened the floor for introductions. Notably, in addition to the members, there were a few attendees present from Fire Depts, given an interest in AFRRCS.

3. Approval of Agenda.

- a. George Glazier asked to add "a discussion about AFRRCS" to the agenda under New Business.

Motion GM2024-09: Kevin McDougall, Town of Castor moved to approve the agenda as amended.
Carried.

4. Approval of AGM meeting minutes.

- a. General Meeting - June 12, 2024 (sent by email).

Motion GM2024-10: Alvin Schultz, from the Town of Provost, moved to approve the meeting minutes.
Carried.

5. OPEN FORUM.

- c. There were no topics raised during open forum.

6. Chairs Report.

- d. George Glazier reported that EC911 tried to get Two Hills County to contract with us for 911 services and Fire Dispatch. George reported that we were unsuccessful. Glazier indicates that part of the reason that we were unsuccessful was due to our current status of not being ready with AFRRCS services already in place. The chair reported that the County of Two Hills went to Bonnyville 911. Glazier said that our move to AFRRCS is inevitable, and it is something that we have to address as soon as possible.
- e. The chair further advised that we recently completed union negotiations, and we currently have a three-year contract.

Discussion from the floor: There were numerous questions and comments from the floor about the details of the collective agreement, including starting wages, terms, benefits etc.

Motion GM2024-11: Darryl Motley, MD of Provost, moved to receive the Chairs report.

Carried.



7. Business arising out of past meeting(s).

- f. There was no business arising out of past meetings.

8. Admin Report.

- a. The CAO provided the members with event statistics for 2024. There were 16,034 events. There was a further breakdown, categorizing the following event types.
 - i. 43% of all events were transfers to Police and Ambulance.
 - ii. 3 - Aircraft emergencies.
 - iii. 296 - Alarm calls from Outside agencies (alarm companies).
 - iv. 2423 - Burn permits.
 - v. 1266 - After-hours, work-alone events and community alarms.
 - vi. 5 - Elevator rescues.
 - vii. 463 - Co-Medical responses.
 - viii. 197 - Motor Vehicle Collisions.
 - ix. 744 – Other Fire Related Events (All Fires)
- b. Stephanie briefly spoke on her efforts in connecting with F/Depts over the course of the year, attending meetings and impromptu visits looking for feedback and addressing problems/concerns as they arise.
- c. The CAO spoke about her role as a liaison between the local F/Chiefs and the Alberta Medical First Responders (MFR) program.
- d. The CAO spoke about EC911's work with Next Generation 911 (NG911). She updated the members about our progress with transition. She advised "we are ready to go", but that TELUS is still conducting testing. We are hoping to be the 3rd Agency in Alberta to transition.
 - i. There is a delay in dealing with Wainwright Canadian Forces Base, given problems drafting service agreement (by TELUS).
- e. The members were updated on our efforts to coordinate with some of the small communities to update the GIS mapping.
- f. Stephanie updated the members on our current staffing situation. She reported that we are stable and adequately staffed.
- g. Union negotiations concluded Dec. 13th
- h. Stephanie reported that we continue to work to stay on top of our technological needs. We have a stable environment. We have over recent years chosen to migrate to technologies that are managed by a provider rather than invest in systems that draw heavily on Capital resources.

Comment from the Floor: Kevin McDougall reported that in Castor they recently began using EC911's work-alone services. They enjoy the service and report that it is working very well for them. He recommended the work-alone program to others that might be interested.

There was further discussion about how the work-alone program is flexible and how it can accommodate the unique needs of different communities. It was highlighted that this service is free to all members.



Question from the floor: “How are call volumes changing? Are they trending up? The same?” The CAO reported that they are trending up. There was further discussion on changing trends. Information was provided on iPhone crash alerts, how we deal with them and what EC911 is seeing.

Motion GM2024-12: Della Hughes, Village of Edgerton moved to approve the Administration Report.
Carried

9. Financial

- a. Review of unreconciled 2024 Operational Budget.
 - i. The CAO presented the operational budget to Dec 31st, 2024. The members were advised that the 2024 budget was met, having collected all revenues and having finished the year at 98% of budgeted spending. The CAO went on to address any budget lines that were significantly under or significantly over budgeted spending.

Questions from the floor: The CAO addressed questions from the members about specific line items, in revenue and expenses.

Motion GM2024-13: Kathy Hall, from the Village of Hughenden, moved to approve the 2024 Operational Budget report.
Carried

- b. Review of unreconciled 2024 Capital Budget.
 - i. Stephanie provided a report on the Capital Budget to Dec 31, 2024. She reviewed Capital Revenues over the year and Capital spending. The spending has been completed on the NG911 project and the Evac Centre. All 2024 Capital spending has been completed, and we are left with a balance of \$92K.

Motion GM2024-14: Eric Anderson, from the County of Minburn, moved to approve the 2024 Capital Budget report.
Carried

- c. 2025 Operational/Capital Budget Approval
 - i. The CAO presented the 2025 Operational budget as recommended by the BOD to the membership. The revenue lines and the expense lines were reviewed in detail with the membership as was the rationale for each budget line. The budget sees an increase of the per capita rate bringing the operational requisition rate to \$6.50 per capita.
 1. Key to the rationale for the increase was the loss of membership and non-member revenue with the County of Two Hills leaving the organization and increases to staff as a result of collective bargaining.



- ii. The Capital budget was reviewed with the membership. It will be necessary to fund a new AFRRCS radio console and as a result we will need to generate Capital over the next couple of years. A total of \$1.50/capita will be needed for 2025. It is expected that a new AFRRCS console will cost in the neighbourhood of \$175K. With our existing capital, and with the new capital generated, it is believed that we can fund the project over the next 2-years. Any shortfalls in revenue beyond that will be addressed through existing funds or a smaller additional Capital requisition in 2026.

Discussion from the floor. There was discussion among the members as to the funding model to pay for the AFRRCS radio panel, and the length of time needed to collect these funds for the project.

Motion GM2024-15: Kevin Miciak, from the Village of Kitscoty, moved to approve the 2025 Operational and Capital Budgets. **Carried**

10. New Business

- a. Review of the Bylaws – Article 32 – Minimum Capital Balance.
 - i. George Glazier led a discussion on the current Bylaw that is in place. Article 32 says that we need to keep \$75K in the capital budget. As there may not be the need for that much capital moving forward, we might consider lowering it. Further there is awkward wording within the Bylaw that does not address how we can use and replace the Capital funds. (Example. The inference is that; if we use the Capital funds then technically, we break the Bylaw).

Discussion from the floor: Members are interested in knowing how low the Minimum Capital Balance should be. Suggestions of \$30K - \$60K were discussed. Further revisions to the Bylaw were discussed as to wording to better describe how the Capital dollars can be used and replaced.

- ii. The Board of directors advised that they will put together some language for proposed changes to the Bylaw and then bring recommendations to the membership at the Spring AGM.

Motion GM2024-16: Kevin McDougall, from the Town of Castor, moved to have the BOD review and draft a revised Bylaw for the member's review. The revisions can then be addressed at the Spring AGM. **Carried**

- b. AFRRCS – purchase of a Dispatch Console

Discussion from the floor. It is important that communities share their plans. Are they going to migrate to AFRRCS? What kind of timeline will they be considering? This information will impact EC911's selection of Console. Further it was recommended that councils that are just starting down this path seek a more specific presentation from Brian Saunders the AFRRCS Business Relations coordinator.



11. Elections.

a. The respective members of the three zones broke into individual groups and elected representatives for the board of directors.

iii. North zone.

1. Position #1 - (Stacey Hryciuk incumbent).

a. The North zone advised that they had re-elected Stacey Hryciuk, from the County of Vermilion River, to sit on the BOD.

2. Position #2 - (Kevin Martin incumbent).

a. The North zone advised that they had re-elected Kevin Martin - Town of Vermilion, to sit on the BOD.

iv. Central zone.

1. Position #1 (Brandon Parsons incumbent).

a. The Central zone advised that they had re-elected Brandon Parsons - Village of Irma, to sit on the BOD.

v. South zone.

1. Position #1 (George Glazier incumbent).

a. The South zone advised that they had re-elected George Glazier - County of Paintearth, to sit on the BOD.

12. Adjournment

g. The meeting was adjourned at 9:35 PM

Minutes Approved:

George Glazier - Chairman

Bruce Cummins - Sec-Treas

ajk

CAO Monthly Report

To: Council

From: Kayla Paranych

Re: January 25, 2025 – February 14, 2025, activities/highlights

Administration

- Administration to complete emergency management training February 26 & 27 in Vegreville.
- Administration has completed and sent out the T4 Summary and employee T4's for 2024.
- Administration submitted the WCB Annual Return.
- Administration has started the implementation of the ARO with contractor recommended by the auditors.
- Administration working on the 2025 assessment for the Village.

Development

- Administration working towards reviewing and updating the Strategic Plan with Council in the coming months to support the budget plan.
- Administration working with Economic Development officer for the region on future Economic Development projects and grant opportunities.

Financial

- Village administration has been working on the Grant Funding spend with the Auditors for 2024 - **ongoing**
- Administration has begun the 2024 Audit. – **ongoing**
- Administration working to wrap up 2024 year-end in accounting software - **ongoing**

Other

- Utility computer has been sent for repairs out of Province. Public works to borrow loaner computer in the interim. – **Computer still out for repairs.**

Upcoming:

- Emergency Management Training – Feb 26 & 27
- Regular Council Meeting – March 18, 2025

SCHEDULE “A”
 Council Minutes Action List

MOTION #	TITLE	DEPARTMENT	Details:
2022-12-20	Sign up to become a Purolator Quick Stop Agent	Admin	Request has been submitted to Purolator. UPDATE Administration has sent in our paperwork to become a Purolator Depot for approval.
2023-05-16	Check Public Works for old culverts to be used for outhouses at campground	Administration & Public Works	Council directed Admin to secure culverts & proceed with project. Village staff to reevaluate
2025-01-28/9	Provide cost savings for Solid Waste pick up	Administration	Complete.

SCHEDULE “B”

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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MUNICIPAL STIMULUS PROGRAM:

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
MSI CAPITAL (ACCEPTED APPLICATIONS)					
CAP-15668	51 Avenue from 54 Street to 51 Street (water looping and road)	\$ 350,000 from MSI Capital <i>Project Total: \$ 800,000</i>			Approved Work put on hold due to budget constraints
CAP-	50 th Street West upgrade of waterlines	\$ 400,000 total Partial MSI and CCBF		Engineered Tender posted on APC Feb.7. closed Feb 23.	Tender accepted. Contract signed with Border Paving. Project completed for 2024, will revisit landscaping touch-ups in the spring of 2025.

FEDERAL GAS TAX FUND (ACCEPTED APPLICATION):

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
GTF-1187	Sidewalk Replacement and Rehabilitation	\$217,650	Sidewalk assessment done in spring 2023 for \$3,000. 300' of Sidewalk Remediation done in Sept.2023 for \$15,000		Sidewalk repair project ongoing.
GTF-1437	Manhole Repair/Rehabilitation	\$25,000			
CCBF-2303	54 Street and 51 Ave complete upgrade (S. Water looping & road)	\$400,000 from CCBF <i>Project Total: \$ 800,000</i>			Approved.

SCHEDULE “B”

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CCBF-	50 th Street West upgrade of waterlines	\$ 400,000 total Partial MSI and CCBF		Engineered Tender posted on APC Feb.7	Tender Approved.
GTF-1196 <i>Motion # 2022-04-19/33 and # 2022-02-15/06</i>	Pedestrian Crossing Signs	\$50,000	\$ 3,300 Driver Feedback sign	Grant extended.	Emcon installed pedestrian crosswalk poles with hydrovac, village staff completed installation Oct 10, 2024 Awaiting final invoicing to determine overall cost of installation. – Total cost of installation \$8,912.26
CANADA SUMMER JOBS (CSJ)					
Project #19975697	Applied for 3 Positions for Administration, Public Works and Recreation.	\$3,937,50 x 3 = \$11,812.50	Announcement expected in April.		CSJ approved 2 positions for 8 weeks each. CSJ to complete Aug 30, 2024. Village of Innisfree received the CSJ funding November 5, 2024.

SCHEDULE “B”

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
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Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
OTHER GRANT APPLICATIONS (otherwise funding from operating budget or reserves):					

Birch Lake					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
	Outhouse Rehabilitation	\$16,000			Group Camp outhouse inspected via camera. Concrete needs to be poured on the bottom before these can be used. AB Environment advised culverts within existing one is permitted.

Old 2023 and prior grant information for completed projects are deleted from this listing.
 New 2024 grant amounts and projects are added to this report.

Village of Innisfree
Monthly Financial Report for the period ending January 31, 2025

As per Books

	General Operating	ATB Tax Recovery Account (2009)	ATB Tax Recovery Account (2022)	ATB Municipal Grants	ATB Municipal Reserves	HISA (Municipal Grants)	HISA (Municipal Reserves)
Previous Month Balance	149,485.40	Closed	1,602.39	322,997.24 - 271,763.19	43,688.40	78,445.30	237,501.11
Add Revenue:							
Deposits	311,874.82						
Interest Received	585.72	Closed	4.95	728.83	134.84	252.64	764.88
Sub-Total	461,360.22	-	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99
Less Disbursements (A/P & P/R)	248,290.55						
ATB Monthly Fees	29.88						
TD Bank Monthly EFT Fee	25.00						
RBC Monthly EFT Fee	35.85						
Interac/Moneris DM Fees	69.70						
Mastercard CC Fees	9.32						
WCB Fees	372.10						
Visa CC Fees	5.00						
Land Titles	40.00						
Sub-Total A/P							
Month End Balance	213,069.67	-	-	-	-	-	-
		-	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99

As Per Bank

	General	Tax Recovery Account (2009)	Tax Recovery Account (2022)	ATB Municipal Grants	ATB Capital Reserves	HISA (Municipal Grants)	HISA (Capital Reserves)
	Month End Balance	213,069.67	Closed	1,607.34	51,962.88	43,823.24	78,697.94
Deposits in Transit	-						
Less Outstanding Cheques		-	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99
Month End Balance	213,069.67	-	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99
		-	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99

Roads:

Snow removal multiple times with Loader and bobcat
 Sanding the town multiple times
 Service done on bobcat, oil and filters changed and greased
Environmental Services: (Water, Sanitary Sewer, Solid Waste, Recycling, Stormwater)
 Water chlorine level daily checks at 2 venues in the village
 Monthly Bac T check on water supply – result was good
 Did bi-weekly gel tests at the water treatment plant
 Lift station communication error project with contractor still on hold, taking daily reads and recording
 Cleaned road to WTP multiple times, shovelled the WTP plant and Ace building and also shovelled paths from building to building

Recreation: (Park/Campground):

Checked that everything is running properly

Other:

Repaired wiring electronic harness on blade of the loader
 Moved garbage bins around the community
 Plowed the old transfer station and burn pile
 Plowed WTP road, extra plowing up there to make trails to the ACE building
 Changed oil on skid steer
 Organizing shop ongoing
 Logging chemicals in SDS binder ongoing
 Locating CC's
 Utility readings computer broke, so went to the city to get a loaner and a tutorial at MasterMeter

MOTION #	TITLE	DEPARTMENT	Details:
2023-05-16	Check Public Works for old culverts to be used for outhouses at campground	Administration & Public Works	Pending



Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: Feb 11, 2025

Call Summary

Call Type	Date	Details
Medical	Feb 2	Village Medical
Medical	Feb 3	Village Medical
Medical	Feb 9	Village Medical

All 3 calls to the same address within the village.

Other

Fire hall renovations are nearly complete

Purchasing a side by side with a firefighting skid unit to be housed in Innisfree Hall.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR117690

February 13, 2025

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards to June 10, 2023. A two-year extension was granted to June 10, 2025, via Ministerial Order No. MSD:013/23.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this year's deadline. My colleague, the Honourable Demetrios Nicolaidis, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards by one year, to June 10, 2026, to provide sufficient time to complete these agreements. As a result, Ministerial Order MSD:013/23 is rescinded and Ministerial Order No. MSD:004/25 is now in effect. Please find attached a copy of the new Ministerial Order.

Municipal Affairs advisory staff can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or call toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca, or call the number above for more information.

Sincerely,

Ric McIver
Minister

Attachment: Ministerial Order No. MSD:004/25

cc: Honourable Demetrios Nicolaidis, Minister of Education



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

MINISTERIAL ORDER NO. MSD:004/25

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *Municipal Government Act*, is extended to June 10, 2026.

Ministerial Order No. MSD:013/23 is hereby rescinded.

Dated at Edmonton, Alberta, this 29 day of January, 2025.



Ric McIver
Minister of Municipal Affairs