

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, July 24, 2018.

PRESENT	Aaron Cannan	Mayor
	Deborah McMann	Councillor
	Will Oudshoorn	Councillor
ALSO PRESENT	Brooke Yaremchuk	Chief Administrative Officer
	Sgt. Jane Boehr	Delegation

**Arrival** Sgt. Jane Boehr arrived at the meeting at 7:00 PM.

**Call to Order** Mayor Cannan called the meeting to order at 7:03 p.m.

**Agenda**

2018-07-24/01 MOTION by Councillor Oudshoorn that the agenda be approved as amended:

**Additions:**

Move Item 7 F – Appointment of Chief Administrative Officer Bylaw 634/18 under Policies and Bylaw (6b)

Remove item 7-B Village Office – ATB Privacy as it has already been discussed and approved at a previous Council meeting.

**New Business**

7-F Signing Authority – Chief Administrative Officer

7-N Split Costs – Fire Department Training

7-O Innisfree, Mannville, Minburn and Ranfurly Fair Dates

**Councillor Reports**

8-C MD of Minburn Report – Will Oudshoorn

CARRIED

**Delegation(s)**

Sgt. Jane Boehr, Commanding Officer for the Vermilion RCMP Detachment, presented a report to Council regarding the County of Minburn #27 – Vermilion Detachment Crime Statics year to date as well as the Public Facing Crime Mapping Project.

**Departure**

Sgt. Jane Boehr departed Council Chambers at 7:23 p.m.

2018-07-24/02 MOTION by Councillor McMann that Sgt. Jane Boehr’s presentation be accepted for information

CARRIED

**Minutes**

2018-07-24/03 MOTION by Councillor McMann that the June 19, 2018 Regular Meeting Minutes be adopted as amended.

CARRIED

2018-07-24/04 MOTION by Councillor Oudshoorn that the July 9, 2018 Special Meeting Minutes be adopted as amended.

CARRIED

**Policies & Bylaws**

***6-A Ball Diamonds and Equestrian Riding Arena Policy 7200-01***

2018-07-24/05 MOTION by Councillor Oudshoorn that the Ball Diamonds and Equestrian Riding Arena Policy 7200-01 be approved as amended.

CARRIED

***6-B Appointment of Chief Administrative Officer - Bylaw 634-18***

2018-07-24/06 MOTION by Councillor McMann that Council appoint Brooke Yaremchuk as the Chief Administrative Officer for the Village of Innisfree in accordance with Bylaw 516-96, 524-98 and S.205(2) of the Municipal Government Act.

CARRIED

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Mayor

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CAO

- 2018-07-24/07 MOTION by Councillor Oudshoorn that Council provide first reading to Chief Administrative Officer Bylaw 634-18. CARRIED
- 2018-07-24/08 MOTION by Councillor McMann that Council provide second reading to Chief Administrative Officer Bylaw 634-18. CARRIED
- 2018-07-24/09 MOTION by Councillor Oudshoorn that Council proceed to third and final reading of Chief Administrative Officer Bylaw 634-18. CARRIED
- 2018-07-24/10 MOTION by Mayor Cannan that Council provide third reading to Chief Administrative Officer Bylaw 634-18. CARRIED

**New Business**

**7-A Public Facing Crime Mapping Project**

- 2018-07-24/11 MOTION by Councillor Oudshoorn that Council appoint Chief Administrative Officer Brooke Yaremchuk to be the contact person for the Public Facing Crime Mapping Project. Further that Council direct the Chief Administrative Officer to host the Public Facing Crime Mapping web application on the Village of Innisfree Website at no cost to the community. CARRIED

**7-B Invitation to Meet with AUMA President Mayor Morishita**

- 2018-07-24/12 MOTION by Councillor Oudshoorn that this item be received as information. CARRIED

**7-C Chief Administrative Officer – Cell Phone**

- 2018-07-24/13 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to purchase a Village-owned cellphone as per Cell Phone Policy 1200-01. Further that the funds come from Telecommunication Expense Account 2-12-00-215. CARRIED

**7-D Website Services & Village Facebook Page**

- 2018-07-24/141 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to enter into an Agreement with Econolution Inc. (TownLife) to create and develop a new website for the Village of Innisfree at a total cost of \$2,500.00 being a one time set up fee of \$1,848.00 and an annual fee of \$652.00 (not including GST). Further that the funds be taken from MSI Operating. CARRIED
- 2018-07-24/15 MOTION by Councillor McMann that Council direct the Chief Administrative Officer to create a Facebook Page for the Village of Innisfree at no cost the Village. CARRIED

**7-F Signing Authority – Chief Administrative Officer**

- 2018-07-24/16 MOTION by Councillor McMann that signing authority for all financial instruments for the Village of Innisfree be Mayor Cannan, Councillor McMann or Councillor Oudshoorn and Chief Administrative Officer Brooke Yaremchuk. CARRIED

**7-G Muniware Momentum Software Agreement**

- 2018-07-24/ 17 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to enter into an Agreement with Municipal Information System's Inc (MuniWare). Further that Council approve option 1 being the Data Conversion option for a total cost of \$39,200.00 over a 3-year term at a monthly rate of \$1,334.31. Furthermore, that the funds come from 2018, 2019 and 2020 MSI Capital. CARRIED

**7-H 2018 AUMA Convention & AMSC Trade Show**

- 2018-07-24/18 MOTION by Councillor McMann that Council direct the Chief Administrative Officer to Register Mayor, Council and the Chief Administrative Officer to attend the 2018 AUMA Convention & AMSC Trade Show in Red Deer from September 26-28, 2018. Further that the Chief Administrative Officer be directed to reserve 4 hotel rooms for the convention. Furthermore, that the funds come from Expense Account 2-11-00-212 being Convention/Seminars – Council. CARRIED

**7-I Chief Administrative Officer Holidays**

2018-07-24/19 MOTION by Councillor Oudshoorn that Council approve of the Chief Administrative Officer's Holidays from September 3-7, 2018. Further that Council direct the Chief Administrative Officer to advertise on the Village website and Social Media to notify public of office closure.

CARRIED**7-J Regional Recreation & Culture Master Plan**

2018-07-24/20 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to send a letter to Town of Vegreville Community Services Director Paul Suiter advising him that the Village of Innisfree does not own those 2 key facilities and to contact the Innisfree Curling Club and Innisfree Recreation Centre regarding the evaluation of the facilities as mention in Paul Suiters email dated July 23, 2018.

CARRIED**7-K The Estate of Helen Chorny Utilities payment**

2018-07-24/21 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to waive the May 31, 2018 utility bill penalty for the Estate of Helen Chorny account 2620-000 due to the transition of Chief Administrative Officers.

CARRIED**7-L Innisfree Viability Plan – Email July 23, 2018**

2018-07-24/22 MOTION by Councillor McMann that Council direct the Chief Administrative Officer to send a letter on behalf of Mayor and Council to Municipal Variability Advisor Roy Bedford to be included in the Village of Innisfree Viability Plan submission for the Minister Consideration.

CARRIED**7-M Alberta Transportation Letter July 23, 2018 – National Safety Code (NSC) Program Audit**

2018-07-24/23 MOTION by Councillor Oudshoorn that Council table this item to the August 21, 2018 Regular Council Meeting for further discussion.

CARRIED**7-N Split Cost – Innisfree Fire Department Training**

2018-07-24/24 MOTION by Councillor Oudshoorn that this item be table to the August 21, 2018 Regular Council Meeting for further discussion.

CARRIED**7-O Innisfree, Mannville, Minburn and Ranfurly Fair Dates**

2018-07-24/25 MOTION by Councillor McMann that this item be received as information.

CARRIED**Councillor Reports****8-A Mannville–Minburn-Innisfree FCSS & YCSS Board**

Council reviewed Councillor McMann's written report on the Mannville-Minburn-Innisfree FCSS & YCSS Board meeting held on July 10, 2018.

**8-B Village of Innisfree Library Board**

Council reviewed Councillor McMann's written report on the Innisfree Library Board meeting held on July 4, 2018.

2018-07-24/26 MOTION by Councillor Oudshoorn that the Innisfree Library Board 2018 budget be approved as presented.

CARRIED**8-C MD of Minburn Report**

Council reviewed Councillor Oudshoorn's verbal report on the MD of Minburn Board.

2018-07-24/27 MOTION by Councillor Oudshoorn that the Councillor Reports be accepted for information.

CARRIED**Administration Reports**

2018-07-24/28 MOTION by Councillor McMann that the verbal Administration Report and Financial Report for the period ending July 23, 2018 be accepted for information.

CARRIED\_\_\_\_\_  
Mayor\_\_\_\_\_  
CAO

**Correspondence**

**10.0 Correspondence List**

2018-07-24/29            MOTION by Councillor Oudshoorn that the Correspondence List for the period ending July 23, 2018 be accepted for information.

CARRIED

**Adjournment**

2018-07-24/30            MOTION by Councillor Oudshoorn that as there was no further business to discuss, the meeting be adjourned at 9:40 PM.

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Mayor Aaron Cannan

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Brooke Yaremchuk, CAO