

Village of Innisfree
Regular Council Meeting
January 15, 2019
7:00 p.m.

1. Call to Order
2. Agenda
 - a. Deletions/Additions:
 - b. Adoption of Agenda
3. Delegations
 - a. [RCMP Sgt. Boehr – 7:05 PM](#)
4. Adoption of Minutes
 - a. [December 18, 2018 Regular Council Minutes](#)
5. Business Arising from the Minutes:
5. Policies & Bylaws:
7. New Business:
 - a. 2019 Campground Attendants
 - b. [Alberta Environment and Parks Letter January 4, 201+ - Update to Attendance Guideline for Waterworks Systems](#)
 - c. [Alberta Municipal Affairs Letter December 28, 2018 - Ministerial Order No. MSL:095/18](#)
 - d. [AMSC - 2018 Building Evaluations](#)
8. Councillor Reports
9. Administration Reports
 - a. [CAO Report & Action List](#)
 - b. [Budget Report](#)
10. Correspondence
 - a. [Alberta Senior and Housing Letter January 3, 2019 - Minister's Seniors Service Awards](#)
 - b. [AG for Life Letter January 2019 - Bumper Sticker Campaign](#)
 - c. [Innovation, Science and Economic Development Canada Letter December 6, 2018 - Fee Changes Effective 2020](#)
 - d. [ATCO Electric 2017 Franchise Report](#)
 - e. [VM Systems Newsletter December 2018](#)
 - f. [MPS Happy Holidays Notice](#)
 - g. [Community Electricity Generation Roadshow](#)
 - h. [2019 Visitor Services Innovation Fund](#)
 - i. [ACFA - Request for Project Photos](#)
 - j. [Zone 5 - Premier Minister AEP Next Step Team Update and Fish Survey from AEP](#)
 - k. [ACFA - Loan Application Dates and Application Requirements](#)
11. Closed Session Items

12. Items Arising from Closed Session

13. Adjournment

Village of Innisfree (CAO)

From: Jane BOEHR <jane.a.boehr@rcmp-grc.gc.ca>
Sent: January 10, 2019 3:54 PM
To: inisfree@telus.net
Cc: Mike DUNSMORE
Subject: Stats and Mayor's Report for January 15, 2019 council meeting.
Attachments: Vermilion RCMP survey_1.docx; Mayors report 19-01-18.pdf; Copy of EAD Provincial Crime Stats August 2018.pdf; Copy of EAD Provincial Crime Stats - Sep 2018.pdf; EAD Provincial Crime Stat Summary - October 2018.pdf; EAD Provincial Crime Stat Summary - November 2018.pdf

Hello Brook,

Please find attached below the Mayor's Report and stats for the January 15th council meeting. I have also included a survey form to be completed by council. This survey will assist me in completing the 2019 / 2020 Annual Performance Plan. I'd ask that the survey form be returned to me by January 31, 2019.

I will be away on January 15 so Cpl. Dunsmore will be attending the council meeting on my behalf.

If you have any question please feel free to give me a call.

Thank you,
Jane

Sgt. Jane Boehr
NCO i/c Vermilion Detachment
5115-50 Ave. Vermilion, Alberta
T9X 1A9
(780) 853-4441 (office)
(403) 853-4100 (fax)

Survey



**I. What do you see as a priority in County of Minburn?
i.e. – (mischief)**

1. _____
2. _____
3. _____

II. What would you say is the number one priority?

III. What areas can the local RCMP improve upon?

IV. What currently is the RCMP doing that is working well within the community?

We would like to thank you for participating in this survey as we strive to best serve you and the Vermilion District.

Please forward all questions and answers to Sgt BOEHR at

jane.a.boehr@rcmp-grc.gc.ca

MEMBERS OF THE VERMILION RCMP

Occurrence Stats (All Violations)

3-A

Violation group - Traffic Offences - Traffic Accidents

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0010 Traffic Collision(s) - Fatal	1	0	1	0	0	0.0%
9930 0020 Traffic Collision(s) - Non - Fatal Injury	4	0	4	2	1	75.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	49	0	49	1	1	4.1%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	7	1	6	0	1	16.7%
	61	1	60	3	3	10.0%

Violation group - Traffic Offences - Provincial Traffic Offences

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Territorial)	1	0	1	0	0	0.0%
9520 0020 Driving without Due Care or Attention - Provincial/Territorial	1	0	1	1	0	100.0%
9530 0010 Driving While Disqualified or License Suspension (Provincial/Territorial)	1	1	0	0	0	0.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	7	0	7	1	1	28.6%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	49	0	49	1	4	10.2%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	22	0	22	2	0	9.1%
	81	1	80	5	5	12.5%

Violation group - Traffic offences - Impaired Operation Related Offences

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation and/or over 80 mg% of Motor Vehicle	10	2	8	1	1	25.0%
9230 0030 Impaired Care or Control of Motor Vehicle	1	0	1	0	1	100.0%
9240 0010 Failure/Refusal to Provide Breath Sample	1	0	1	0	1	100.0%
	12	2	10	1	3	40.0%

Violation group - Provincial Statutes {except traffic}

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	1	0	100.0%
7300 0140 Provincial/Territorial Wildlife Act - Offences Only	2	0	2	1	0	50.0%
7300 0190 Cannabis Act (Provincial/Territorial) - Offences Only	1	0	1	0	0	0.0%
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	1	0	1	0	0	0.0%
8840 0311 Fire Prevention Act - Other Activities	2	0	2	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
From 2018/07/01 to 2018/12/31

Clearance

3-A

Violation group - Provincial Statutes {except traffic}

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0336 Mental Health Act - Other Activities	14	0	14	0	1	7.1%
8840 0341 911 Act - Other Activities	4	0	4	0	0	0.0%
8840 0376 Trespass Act - Provincial/Territorial - Other Activities	1	0	1	0	0	0.0%
8840 0381 Other Provincial/Territorial Statutes (not otherwise specified) - Other Activities	1	0	1	0	0	0.0%
	27	0	27	2	1	11.1%

Violation group - Provincial Statutes - Municipal By-laws

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9955 0010 Municipal Bylaws - Other	3	0	3	0	0	0.0%
	3	0	3	0	0	0.0%

Violation group - Other Criminal Code - Other Criminal Code

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or recognizance / direction in remand order	2	0	2	1	1	100.0%
3430 0010 Disturbing the peace/Causing a disturbance	6	1	5	0	1	20.0%
3520 0010 Fail to comply probation order	2	0	2	2	0	100.0%
3540 0010 Uttering Threats Against Property or an Animal	1	0	1	1	0	100.0%
	11	1	10	4	2	60.0%

Violation group - Other Criminal Code - Offensive Weapons

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3375 0050 Unauthorized possession of a firearm/prohibited weapon or restricted weapon	1	0	1	1	0	100.0%
3395 0010 Unsafe storage of firearms	1	0	1	1	0	100.0%
	2	0	2	2	0	100.0%

Violation group - Other Criminal Code - Corruption

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3730 0110 Disobeying order of court	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Occurrence Stats (All Violations)

Violation group - National Survey Codes

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3045 Emergency RCMP Transport of Patients, Organs, Blood, etc.	1	0	1	0	0	0.0%
8999 3057 Prisoners Held	1	0	1	0	1	100.0%
8999 3065 Victim Services Offered - Accepted	9	0	9	2	1	33.3%
8999 3066 Victim Services Offered - Declined	53	3	50	0	7	14.0%
8999 3067 Victim Services Requested - Not available	1	0	1	0	0	0.0%
8999 3069 Subject Behaviour / Officer Response Reporting	1	0	1	1	0	100.0%
	66	3	63	3	9	19.0%

Violation group - Crimes Against the Person -
Robbery/Extortion/Harassment/Threats

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1610 0030 Robbery - other offences	1	0	1	1	0	100.0%
1626 0040 Harassing communications	3	1	2	0	1	50.0%
1627 0010 Uttering threats against a person	5	0	5	1	2	60.0%
	9	1	8	2	3	62.5%

Violation group - Crimes Against the Person - Assaults
{excluding sexual assaults}

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1430 0010 Assault	13	2	11	3	4	63.6%
	13	2	11	3	4	63.6%

Violation group - Crimes Against Property - Theft under
\$5000.00

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	12	1	11	1	1	18.2%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	6	0	6	0	0	0.0%
	18	1	17	1	1	11.8%

Violation group - Crimes Against Property - Theft over
\$5000.00

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0005 Other theft over \$5000	3	1	2	0	0	0.0%
2132 0011 Theft over \$5000 from a motor vehicle	1	0	1	0	0	0.0%
2135 0100 Theft of car	3	0	3	0	0	0.0%

Occurrence Stats (All Violations)

Clearance

3-A

Violation group - Crimes Against Property - Theft over \$5000.00

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2135 0101 Theft of truck	11	1	10	1	1	20.0%
2135 0103 Theft of sport utility vehicle (SUV)	1	0	1	0	0	0.0%
2135 0104 Theft of motorcycle	1	0	1	0	0	0.0%
2135 0105 Theft of other motor vehicle	1	0	1	0	0	0.0%
	21	2	19	1	1	10.5%

Violation group - Crimes Against Property - Possession of Stolen Goods

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2153 0010 Possession of property obtained by crime over \$5000	4	0	4	2	1	75.0%
2156 0010 Possession of property obtained by crime less than or equal \$5000	1	0	1	0	0	0.0%
	5	0	5	2	1	60.0%

Violation group - Crimes Against Property - Mischief

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	33	2	31	0	2	6.5%
	33	2	31	0	2	6.5%

Violation group - Crimes Against Property - Fraud

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0075 Fraud (money/property/security) less than or equal to \$5000	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%

Violation group - Crimes Against Property - Break and Enter

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0010 Break and Enter - Business	8	1	7	0	0	0.0%
2120 0020 Break and Enter - Residence	4	0	4	1	1	50.0%
2120 0040 Break and Enter - Other	9	1	8	0	1	12.5%
	21	2	19	1	2	15.8%

Occurrence Stats (All Violations)


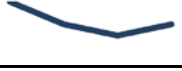















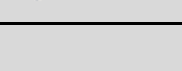
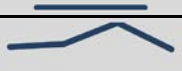






Violation group - Common Police Activities - Related Police Activities				Clearance			3-A
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
8550 0020 Abandoned Vehicles	20	0	20	0	0	0.0%	
8550 0030 Suspicious Person/ Vehicle/ Property	11	0	11	0	0	0.0%	
8550 0040 Animal Calls	11	0	11	0	0	0.0%	
8550 0050 False Alarms	13	0	13	0	0	0.0%	
8550 0060 Items Lost/Found - except passports	1	0	1	0	0	0.0%	
	56	0	56	0	0	0.0%	
Violation group - Common Police Activities - Assistance to General Public				Clearance			
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
8545 0130 Assistance to General Public	5	0	5	0	0	0.0%	
8550 0121 Peace Bonds	1	0	1	1	0	100.0%	
8550 0190 Wellbeing Check	5	0	5	0	0	0.0%	
	11	0	11	1	0	9.1%	
Totals				Clearance			
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate	
	453	18	435	31	39	14.1%	

County of Minburn #27 - Vermilion Detachment
Crime Statistics
January - August, 2015 - 2018

September-13-18

CATEGORY	Trend	2015	2016	2017	2018
Homicides & Offences Related to Death		0	1	0	0
Robbery		0	1	0	1
Sexual Assaults		0	0	0	3
Other Sexual Offences		0	0	0	2
Assault		9	23	16	16
Kidnapping/Hostage/Abduction		0	0	0	1
Extortion		0	0	0	1
Criminal Harassment		6	1	4	5
Uttering Threats		7	9	6	4
Other Persons		0	1	0	0
TOTAL PERSONS		22	36	26	33
Break & Enter		22	24	13	11
Theft of Motor Vehicle		3	15	10	17
Theft Over \$5,000		3	3	1	3
Theft Under \$5,000		18	32	22	27
Possn Stn Goods		9	7	10	18
Fraud		8	5	3	8
Arson		1	0	1	2
Mischief To Property		28	23	22	15
TOTAL PROPERTY		92	109	82	101
Offensive Weapons		4	0	4	3
Public Order		0	0	0	0
Disturbing the peace		1	2	3	0
OTHER CRIMINAL CODE		11	22	14	10
TOTAL OTHER CRIMINAL CODE		16	24	21	13
TOTAL CRIMINAL CODE		130	169	129	147

County of Minburn #27 - Vermilion Detachment
Crime Statistics
January - August, 2015 - 2018

CATEGORY	Trend	2015	2016	2017	2018
Drug Enforcement - Production		1	0	0	1
Drug Enforcement - Possession		5	3	2	3
Drug Enforcement - Trafficking		2	2	1	0
Drug Enforcement - Other		0	0	0	0
Total Drugs		8	5	3	4
Federal - General		1	0	2	0
TOTAL FEDERAL		9	5	5	4
Liquor Act		N/A	N/A	3	5
Other Provincial Stats		N/A	N/A	12	17
Total Provincial Stats		N/A	N/A	15	22
Municipal By-laws Traffic		N/A	N/A	0	0
Municipal By-laws		N/A	N/A	5	3
Total Municipal		N/A	N/A	5	3
Fatals		0	0	0	0
Injury MVC		8	4	9	10
Property Damage MVC (Reportable)		N/A	N/A	65	45
Property Damage MVC (Non Reportable)		N/A	N/A	5	6
TOTAL MVC		N/A	N/A	79	61
Provincial Traffic		N/A	N/A	116	368
Other Traffic		N/A	N/A	0	0
Criminal Code Traffic		12	13	21	11
Common Police Activities					
False Alarms		N/A	N/A	32	27
False/Abandoned 911 Call and 911 Act		N/A	N/A	18	9
Suspicious Person/Vehicle/Property		N/A	N/A	15	33
Persons Reported Missing		N/A	N/A	1	1

A REGULAR meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Tuesday, December 18, 2018.

CALL TO ORDER

Deputy Mayor McMann called the meeting to order at 7:07 PM.

PRESENT

Deputy Mayor Deborah McMann. Councillor Will Oudshoorn, Chief Administrative Officer and recording secretary Brooke Yaremchuk

Absent with notice – Mayor Aaron Cannan

**DELEGATION –
BARR
ENGINEERING -
INTRODUCTION
2018-12-18/01**

Dustin Fallscheer and Rick Collins from Barr Engineering introduced themselves to Mayor and Council. Rick and Dustin provided Council a background history of their company and the services they provide to surrounding municipalities.

Barr Engineering provided Council an introductory package to go through as well.

Dustin Fallscheer and Rick Collins left the meeting at 7:23 PM.

Moved by Councillor Oudshoorn that the Barr Engineering Introductory package be received as information.

CARRIED

**DELEGATION –
HUGH FLEMING
– PUBLIC
WORKS
FOREMAN
2018-12-18/02**

Mr. Fleming presented a verbal year-to-date report to Mayor and Council to go over projects/duties that have been completed and are on going within the Village.

Hugh Fleming left the meeting at 7:35 PM.

Moved by Councillor Oudshoorn that the Public Works Foreman Report be received as information.

CARRIED

**AGENDA
2018-12-18/03**

Moved by Councillor Oudshoorn that the agenda be approved as amended:

New Business:

7H – Previous CAO Training – Compensation

7I – Honorariums – Admin/Public Works

7K – Stolen Public Works Truck - Update

Reports:

8C – ACE Water Report – Aaron Cannan

8D – Buffalo Trail School Public Meeting – Deb McMann & Aaron Cannan

CARRIED

**PAGE 2, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
DECEMBER 18, 2018**

**MINUTES
2018-12-18/04**

Moved by Deputy Mayor McMann that the November 20, 2018 Regular Meeting Minutes be adopted as amended.

CARRIED

**ATB FINANCIAL
LEASE – UPDATE
2018-12-18/05**

Moved by Councillor Oudshoorn that the Council direct Administration to follow the original Agreement dated March 23, 2018 between the ATB Financial and the Village of Innisfree.

CARRIED

**NSC AUDIT –
UPDATE
2018-12-18/06**

Moved by Councillor Oudshoorn that Council direct Administration to contact Layla Baird from On the Move Safety to decommission the Community Van. Further that Council direct Administration to donate the Community Van to a Local Organization that is interested. Furthermore, should no local organizations be interested, the Community Van will be tendered out.

CARRIED

**FCM MEMBERSHIP
2019-2020
RENEWAL
2018-12-18/07**

Moved by Councillor Oudshoorn that Council direct Administration to renew the 2019-2020 FCM Membership at a cost of \$198.88 (GST Included). Further that the funds come from GL 2-12-00-220.

CARRIED

**ELECTRICITY AND
NATURAL GAS
CONTRACT
RENEWAL – 2019
2018-12-18/08**

Moved by Deputy Mayor McMann that Council direct Administration to enter into a 5 year Electrical contract at a rate of \$49.16/MWh and 5 Year Natural Gas contract at a rate of \$2.08/GJ with AUMA (Alberta Urban Municipalities Association) as presented in emailed dated November 18, 2018.

CARRIED

**106.5 COUNTRY
CHRISTMAS
PACKAGE
2018-12-18/09**

Moved by Deputy Mayor McMann that Council approve 106.5 Country's Christmas Package No. 4 being 20 - fifteen second greetings at a cost of \$99.00 (not including GST). Further that the funds come from GL 2-12-00-221.

CARRIED

**2019 INTERIM
BUDGET & 2020 –
2022 BUDGET
FORECAST
2018-12-18/10**

Moved by Councillor Oudshoorn that the 2019 Interim Budget be approved as amended. Further that the 2020-2022 Budget Forecast be received as information.

CARRIED

**PAGE 3, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
DECEMBER 18, 2018**

**SOLAR NINJAS –
SOLAR LIGHTING
REPORT
2018-12-18/11**

Moved by Councillor Oudshoorn that Council table the Solar Ninja's Solar Lighting Report to a future council meeting pending further direction from the Minister of Municipal Affairs regarding the Innisfree Viability Vote that was conducted in November 2018.

CARRIED

**ATB FINANCIAL –
DECALS
2018-12-18/12**

Moved by Councillor McMann that Council approved ATB Financials' request to add decals on the windows in the Innisfree Administration building.

CARRIED

**PREVIOUS CAO
TRAINING –
COMPENSATION
2018-12-18/13**

Moved by Councillor Oudshoorn that Council direct Administration to pay Ms. Jennifer Hodel \$25/hr for training hours earned in recognition of her knowledge and services provided. Further that the funds come from GL 2-12-00-250.

CARRIED

**HONORARIUMS –
ADMIN/PUBLIC
WORKS
2018-12-18/14**

Moved by Councillor Oudshoorn that Council direct Administration to issue Honorariums to Mr. Hugh Fleming in the amount of \$500.00, Ms. Jennifer Hodel in the amount of \$100.00 and Ms. Brooke Yaremchuk in the amount of \$400.00 in recognition of their hard work. Further that Mr. Kenneth Moody be gifted \$250.00 in recognition of his assistance with Public Works. Furthermore, that the amounts come from GL 2-12-00-111, GL 2-32-00-111 and GL 2-12-00-250.

CARRIED

**STOLEN PUBLIC
WORKS TRUCK –
UPDATE
2018-12-18/15**

Moved by Deputy Mayor McMann that the Stolen Public Works Truck-Update be received as information.

CARRIED

Deputy Mayor McMann called for a recess at 9:32 PM.

Deputy Mayor McMann reconvened the meeting at 9:36 PM.

**COUNCILLOR
REPORTS
2018-12-18/16**

Moved by Councillor Oudshoorn that the following Councillor Reports be approved as presented.

CARRIED

**ADMINISTRATION
REPORTS
2018-12-18/17**

Moved by Deputy Mayor McMann that the Administration Report and Financials be approved as presented.

CARRIED

**PAGE 4, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
DECEMBER 18, 2018**

MEETING GO PAST
10:00 PM
2018-12-18/18

Moved by Councillor Oudshoorn that the meeting go past 10:00 PM.

CARRIED

RURAL TOURISM
CONFERENCE –
FEBRUARY 11-13,
2019
2018-12-18/19

Moved by Mayor Cannan that Deputy Mayor McMann be approved to attend the Growing Rural Tourism Conference on February 11-13, 2019 in Camrose, Alberta. Further that Council direct Administration to register Deputy Mayor McMann for the conference.

CARRIED

CORRESPONDENCE
2018-12-18/20

Moved by Deputy Mayor McMann that the following Correspondence and received as information.

CARRIED

CLOSED SESSION
ATTENDANCE

Mayor Aaron Cannan, Deputy Mayor Deborah McMann and Councillor Will Oudshoorn and Chief Administrative Officer Brooke Yaremchuk.

GO INTO CLOSED
SESSION
2018-12-18/21

Moved by Councillor Oudshoorn that the meeting went into closed session at 10:06 PM to discuss Legal matter (FOIPP Section 17 & 27).

CARRIED

COME OUT OF
CLOSED SESSION
2018-12-18/22

Moved by Councillor Oudshoorn that the meeting come out of closed session at 10:15 PM.

CARRIED

LETTER DATED
NOVEMBER 15, 2018
– FOIPP REQUEST
2018-12-18/23

Moved by Councillor Oudshoorn that Council direct Administration to draft a letter in response to the letter submitted on November 15, 2018 pending legal advice.

CARRIED

**PAGE 5, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
DECEMBER 18, 2018**

ADJOURNMENT

Mayor Cannan adjourned the meeting at 10:20 PM.

Mayor

Chief Administrative Officer

DRAFT

January 4, 2019

RECEIVED
JAN 08 2019

RE: Update to Attendance Guideline for Waterworks Systems

Alberta Environment and Parks has updated the *Water and Wastewater Operator Certification Guidelines* (January 2019 version) which now also includes a new *Attendance Guideline for Waterworks Systems* in the section entitled Certified Operator Responsibilities for waterworks systems. Note that this new version of the *Attendance Guideline* replaces the former standalone document.

The waterworks attendance requirements serve to clarify operator attendance requirements for those systems with remote monitoring and/or remote process control capabilities. Waterworks systems still have to meet their requirements under an EPEA Approval or Code of Practice to have a *Certified Operator in Charge* certified to the appropriate facility Class level.

Under the new *Attendance Guideline*, the *Attending Operator* at a system with remote monitoring and/or remote process control is now required to be at least Small Systems certified, unless:

- the EPEA Approval requires a higher level of *Attending Operator* certification on shifts; or
- the facility has a Small System classification, in which case the *Attending Operator* can be uncertified.

Furthermore, the *Guideline* requires that the *Certified Operator in Charge* and the *Attending Operator* must both be on-site together at least once per week at the waterworks system.

Should you have any questions or if you require more information regarding the revised *Attendance Guideline*, please contact your regional (DWOS) Drinking Water Operations Specialist at Alberta Environment and Parks. Thank you.

Sincerely,



Lyndon Gyurek, Ph.D., P.Eng.
Director, Drinking Water and Wastewater/Stormwater
Provincial Programs | Operations Division
Alberta Environment and Parks



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

7-C

RECEIVED
DEC 28 2018

AR95830

His Worship Aaron Cannan
Mayor
Village of Innisfree
PO Box 69
Innisfree AB T0B 2G0

Dear Mayor Cannan and Council,

The viability review conducted by the province for the Village of Innisfree is now complete. I have reviewed the result of the vote on the matter of dissolution of the village. The result of the vote indicates village residents are in favour of Innisfree remaining as an incorporated municipality.

Section 130.2(3) of the *Municipal Government Act* requires me to direct council to take actions to ensure the viability of the municipality. The attached Ministerial Order No. MSL:095/18 provides these directives. The directives require council to develop and implement an action plan to address each recommendation in the viability plan, and to develop and implement a 10-year capital plan. My ministry will monitor your completion of the directives and keep me informed of your progress.

My thanks to the Village of Innisfree for its cooperation during the viability review. The contributions of council members and former chief administrative officer, Jennifer Hodel, enabled the viability review to proceed in an effective and collaborative manner. Village residents will be receiving a letter to conclude the viability review process.

Municipal Affairs staff are available to provide you with advice or other assistance as needed. For additional information, please contact Roy Bedford, Municipal Viability Advisor, toll-free at 310-0000, then 780-422-8342.

I look forward to hearing from the village as it completes the directives. I wish the Village of Innisfree and its residents every success in ensuring the community thrives into the future.

.../2

- 2 -

Thank you again for the village's support of the Municipal Sustainability Strategy and the viability review process.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is fluid and cursive, with the first name "Shaye" being more prominent.

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:095/18

cc: Brooke Yaremchuk, Chief Administrative Officer, Village of Innisfree
Roy Bedford, Municipal Viability Advisor, Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

MINISTERIAL ORDER NO. MSL:095/18

I, Shaye Anderson, Minister of Municipal Affairs, on completion of a viability review undertaken under Section 130(2)(b) and pursuant to Section 130.2(3) of the *Municipal Government Act*, make the following order:

That the Council and the Chief Administrative Officer for the Village of Innisfree must carry out the directives attached as Schedule A to this order.

Dated at Edmonton, Alberta, this 13th day of December, 2018.

Shaye Anderson
Minister of Municipal Affairs

#	Directive	Due Date
1.	To ensure the village implements the recommendations in the Village of Innisfree viability plan, I direct the council: <ul style="list-style-type: none"> a. to complete a comprehensive strategic planning session where council will discuss the nine recommendations found within the Viability Plan; 	March 31, 2019
	<ul style="list-style-type: none"> b. to develop an action plan (including timelines) as to how village council plans to address each of the recommendations found within the viability plan; and 	
	<ul style="list-style-type: none"> c. to provide a copy of the plan, including timelines, to Municipal Affairs. 	
2.	To address the village's long-term infrastructure planning and financial stability, I direct the council: <ul style="list-style-type: none"> a. to prepare a written capital plan describing the village's anticipated capital projects and additions, anticipated timing, anticipated costs, and allocated or anticipated funding sources over the period 2019 to 2028. The plan must address the essential infrastructure repairs and replacements summarized in the "Infrastructure" section and identified in Appendix C of the Viability Plan, or provide a rationale as to why any project is not included in the plan; and 	April 30, 2019
	<ul style="list-style-type: none"> b. to provide a copy of the capital plan to Municipal Affairs. 	
3.	I direct the council: <ul style="list-style-type: none"> a. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the action plan in Directive 1 above, including work completed and completion dates, and work remaining and anticipated completion dates, on June 1 of each year for the subsequent four years; and 	June 1, 2023
	<ul style="list-style-type: none"> b. to report to Municipal Affairs, on June 1 of each year for the subsequent four years, the progress to implement the capital plan in Directive 2 above, including: <ul style="list-style-type: none"> i. for completed projects and additions, a description of work completed, completion dates, costs, and funding sources; and ii. for projects and additions not completed, a description of work to be completed, anticipated completion dates, anticipated costs, and allocated or anticipated funding sources. 	June 1, 2023

#	Directive	Due Date
4.	Section 130.1 of the <i>Municipal Government Act (MGA)</i> provides for the enforcement of directives ordered by the Minister. I direct council and the chief administrative officer to carry out to my satisfaction these directives within the timelines stated. If the directives are not carried out to my satisfaction, I may issue further directives, or pursue further action pursuant to the <i>MGA</i> .	Ongoing

Village of Innisfree (CAO)

From: AMSC General Insurance <Insurance@auma.ca>
Sent: December 24, 2018 1:25 PM
To: Brooke Yaremchuk
Subject: Innisfree, Village of - 2018 Building Valuations - Invoice 32824
Attachments: Innisfree, Village of_Invoice 32824.pdf; Innisfree, Village of_Boiler Schedule.pdf; Innisfree, Village of_Property Schedule.pdf; Innisfree, Village of_Old CIBC Museum Building_Recommendations.pdf; Innisfree, Village of_Office_Recommendations.pdf

Dear Member,

As you may be aware, a representative from SCM Risk Management Services performed a site visit to one or more of your insured buildings on behalf of AUMA/AMSC Insurance Services. The purpose of this site visit was to conduct a physical building appraisal and/or loss control consultation. Routine building appraisals ensure that current replacement costs have been contemplated on your property insurance. Loss control consultations provide you with valuable recommendations intended to lower the likelihood of a property or liability incident occurring at insured building.

Item Description	Item number	Current value	Appraised value	Change	% Change
Birch Lake Change House	13	\$477,651.00	\$480,923.69	\$3,272.69	0.69%
Fire Hall	2	\$583,050.00	\$770,464.01	\$187,414.01	32.14%
Old CIBC Museum	11	\$723,000.00	\$962,521.38	\$239,521.38	33.13%
Seniors Recreation Centre	3	\$423,699.00	\$392,517.69	-\$31,181.31	-7.36%
Office	6	\$479,331.00	\$502,907.17	\$23,576.17	4.92%

As a result of the appraisals, please note that the above mentioned insured building values have changed. We have updated your property schedule accordingly. Premiums applicable to the updated building values have been applied. Please review the valuations to ensure the information accurately reflects your file information and/or expectations. If you notice any discrepancies, please do not hesitate to let us know.

Lastly, you may notice some loss control recommendations may have been included with your site visit reports. Please review the recommendations and provide us with remedial actions to be taken (or already taken) and related completion date. We would appreciate your response by **March 15, 2019**.

Thank you for your continued support of AUMA/AMSC Insurance Services. If you have any questions or concerns, please do not hesitate to contact us.

Regards,

AMSC Insurance Services Ltd.
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

P:780.433.4431 | E: Insurance@auma.ca

Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | www.auma.ca





As of 01/01/2019
Jan 01, 2018 to Jan 01, 2019

7-D Boiler Schedule
Innisfree, Village of
Certificate No. 242

Effective Date	Item No.	Dept No.	Description	Address 1	Total Boiler TIV
01/01/2018	1	Water	Pumphouse #1	4720 - 51 St	\$99,096.00
01/01/2018	2	Fire	Fire Hall	4903 - 51 Street	\$774,226.01
01/01/2018	3	Rec	Seniors Recreation Centre	49 Avenue & 51 Street	\$414,705.69
01/01/2018	5	Sewer	West Lift Station	4924 - 54 St	\$248,000.00
01/01/2018	6	Admin	Village Office	5116 - 50 Avenue	\$523,228.17
01/01/2018	7	Water	Pumphouse #2	5102 - 47 Avenue	\$116,000.00
01/01/2018	8	Water	Pumphouse #3	5102 - 47 Avenue	\$96,000.00
01/01/2018	9	Water	Water Treatment Plant	5102 47 Ave	\$2,298,000.00
01/01/2018	10	Sewer	North Lift Station	5127 - 50 St	\$248,000.00
01/01/2018	11	Culture	Old CIBC Museum Building	5203 - 50 Avenue	\$967,723.38
01/01/2018	12	PW	Village Shop - Demo Value	5207-50 Avenue	\$200,000.00
01/01/2018	13	Rec	Birch Lake - Change House	Birch Lake Highway 870	\$488,243.69
01/01/2018	14	Rec	Birch Lake Ball Diamond Outhouse	NE 34-50-11-U4	\$18,673.00
01/01/2018	15	Rec	Birch Lake Ball Diamond Shed	NE 34-50-11-U4	\$6,987.00
01/01/2018	16	Rec	Birch Lake Camp Kitchen	NE 34-50-11-U4	\$33,003.00
01/01/2018	17	Rec	Birch Lake Outhouses (2)	NE 34-50-11-U4	\$15,406.00
01/01/2018	18	Rec	Birch Lake Shed	NE 34-50-11-U4	\$6,436.00
01/01/2018	19	Rec	Shelters (2)	NE 34-50-11-W4	\$43,728.00
01/01/2018	20	Sewer	South Lift Station	SE 3 51 11 W4	\$270,000.00
01/01/2018	22		Public Works Shop	5016 52 Street	\$350,000.00
				Total Items:	20
					\$7,217,455.94

Signature:

Date:

Refer to Certificate of Insurance

7-D



As of 01/01/2019
Jan 01, 2018 to Jan 01, 2019

7-D
Property Schedule
Innisfree, Village of
Certificate No. 242


Effective Date	Item No.	Dept No.	Description	Address	A Building Value	B Contents Value	TIV	Payee (Y/N)?	Year of Const	Div No.	Ded
01/01/2018	1	Water	Pumphouse #1	4720 - 51 St	\$96,000.00	\$3,096.00	\$99,096.00	N	1981		\$1,000
01/01/2018	2	Fire	Fire Hall	4903 - 51 Street	\$770,464.01	\$3,762.00	\$774,226.01	N	1988		\$1,000
01/01/2018	3	Rec	Seniors Recreation Centre	49 Avenue & 51 Street	\$392,517.69	\$22,188.00	\$414,705.69	N	1967		\$1,000
01/01/2018	5	Sewer	West Lift Station	4924 - 54 St	\$2,000.00	\$246,000.00	\$248,000.00	N	1981		\$1,000
01/01/2018	6	Admin	Village Office	5116 - 50 Avenue	\$502,907.17	\$20,321.00	\$523,228.17	N	1980		\$1,000
01/01/2018	7	Water	Pumphouse #2	5102 - 47 Avenue	\$2,000.00	\$114,000.00	\$116,000.00	N	1981		\$1,000
01/01/2018	8	Water	Pumphouse #3	5102 - 47 Avenue		\$96,000.00	\$96,000.00	N	2012		\$1,000
01/01/2018	9	Water	Water Treatment Plant	5102 47 Ave	\$84,000.00	\$2,214,000.00	\$2,298,000.00	N	2012		\$1,000
01/01/2018	10	Sewer	North Lift Station	5127 - 50 St	\$2,000.00	\$246,000.00	\$248,000.00	N	1981		\$1,000
01/01/2018	11	Culture	Old CIBC Museum Building	5203 - 50 Avenue	\$962,521.38	\$5,202.00	\$967,723.38	N	1907		\$1,000
01/01/2018	12	PW	Village Shop - Demo Value	5207-50 Avenue	\$200,000.00		\$200,000.00	N	1940		\$1,000
01/01/2018	13	Rec	Birch Lake - Change House	Birch Lake Highway 870	\$480,923.69	\$7,320.00	\$488,243.69	N	1990		\$1,000
01/01/2018	14	Rec	Birch Lake Ball Diamond Outhouse	NE 34-50-11-U4	\$18,099.00	\$574.00	\$18,673.00	N	1988		\$1,000
01/01/2018	15	Rec	Birch Lake Ball Diamond Shed	NE 34-50-11-U4	\$6,987.00		\$6,987.00	N	1988		\$1,000
01/01/2018	16	Rec	Birch Lake Camp Kitchen	NE 34-50-11-U4	\$33,003.00		\$33,003.00	N	1988		\$1,000
01/01/2018	17	Rec	Birch Lake Outhouses (2)	NE 34-50-11-U4	\$15,406.00		\$15,406.00	N	1988		\$1,000
01/01/2018	18	Rec	Birch Lake Shed	NE 34-50-11-U4	\$6,171.00	\$265.00	\$6,436.00	N	1988		\$1,000
01/01/2018	19	Rec	Shelters (2)	NE 34-50-11-W4	\$43,728.00		\$43,728.00	N	1988		\$1,000
01/01/2018	20	Sewer	South Lift Station	SE 3 51 11 W4		\$270,000.00	\$270,000.00	N	2012		\$1,000
01/01/2018	21		Miscellaneous, excluding Buildings	TBA		\$22,448.00	\$22,448.00	N	2012		\$1,000
01/01/2018	22		Public Works Shop	5016 52 Street	\$300,000.00	\$50,000.00	\$350,000.00	N	2016		\$1,000
				Count: 21	Totals:	\$3,918,727.94	\$3,321,176.00				
				Total TIV (Building + Contents):			\$7,239,903.94				

Signature: _____

Date: _____

RECOMMENDATIONS


Insured Name VILLAGE OF INNISFREE - OLD CIBC
Location MUSEUM BLDG
 5203 50 AVE
 INNISFREE, AB
 T0B 2G0
Policy AUMA2018-ITEM# 11
Contact at Risk Jennifer Hodel
Date of Survey 22-MAY-2018

PICTURE	CAUSE AND EFFECT	RECOMMENDATION	REFERENCE
2018-01 MODERATE 	The hot water tank at this location appears to be in excess of 15 years old. An older hot water tank may rupture and cause considerable water damage.	The hot water tank should be inspected by a qualified contractor and replaced as needed.	Good loss control practice.

Have Recommendations Been Made? YES
Have The Recommendations Been Discussed With The Insured? YES

RECOMMENDATIONS

Insured Name VILLAGE OF INNISFREE - OLD CIBC
Location MUSEUM BLDG
 5203 50 AVE
 INNISFREE, AB
 T0B 2G0
Policy AUMA2018-ITEM# 11
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PICTURE	CAUSE AND EFFECT	RECOMMENDATION	REFERENCE
2018-01 MODERATE 	The hot water tank at this location appears to be in excess of 15 years old. An older hot water tank may rupture and cause considerable water damage.	The hot water tank should be inspected by a qualified contractor and replaced as needed.	Good loss control practice.

Have Recommendations Been Made? YES
Have The Recommendations Been Discussed With The Insured? YES

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICERS REPORT

DECEMBER 18, 2018 – JANUARY 15, 2018

Administration

- **Muniware Training:**
 - Training is completed. I am currently working with Muniware to complete yearend procedures (rollover, trial balances, reporting, etc.)
- **Finances:**
 - **Year end** – Waiting to complete rollover with Muniware. Once completed I will work with auditor to get appropriate documentation submitted in a timely manner.
 - i. 2018 Accounts payable has been boxed and is ready for the auditor. I am waiting for any last minute 2018 invoices that need to be paid before filing away.
 - **Budget** – some updates will be coming once we complete the year end rollover. Once the rollover is completed we will have a better idea of what our spending was like in 2018. The Village may need to be more cautious with spending. I will be taking a close look at invoices that will come in for the first few months and if necessary, we will be more strict with where we spend our funds.
 - **Grant Funding** – There is a lot of reporting that needs to be completed – which is still ongoing. A lot of the reporting that is required is for projects that were done well before my time here. This is still an ongoing process. I am hoping to get all the reporting and SFE's completed by the end of February (with the help of auditor, councillors and Jennifer).
- **Administration Office**
 - **Updates** – I am looking into having a “Drop Box” installed at the Administration desk for those who come in with “Cheques/Cash”. This will help when CAO is away on Holidays or out of the office. I have also been reminding residents that online payments are also accepted by ALL banks.
- **Stolen Truck – Update**
 - As I completed the Bank Reconciliation for the month of December, some interesting information came out. When the Public Works Truck was stolen in November, the foreman informed his Paycheque was in the vehicle as well. The cheque was then deposited into someone's account. I reviewed the cheque that was cashed and there were numerous changes made to it (name was whited out, cheque number was changed, etc.). ATB is currently investigating the situation. Once I hear from ATB regarding the next steps, I will contact the RCMP and file a report regarding the stolen funds.

- Mayor Cannan has also informed me his is in the process of finding a new truck to replace the one that was stolen and written off.
- **CAO Holidays** – Just a reminder I will be away from January 26-February 2, 2019. Notices will be posted in Office, website and Facebook page.
- **Community Van** – on going. Awaiting Council thoughts.
- **Animal license renewal** – Renewal notices have went out to residents. We will be using 2018 tags for 2019 as there were a lot left over.
- **Business license renewal** – Business license renewals will be going out shortly. I have ordered certificate paper.
- **Annual Water invoicing** – Completed.
- **Yield Sign at intersection (County shop)** – Completed.
- **CAO 6 Month Review** – When would council like to complete this??

Public Works

I have spoken with Public Works regarding banked overtime hours and timesheets.

Yearly review should be completed by the end of January 2019/early February.

Winter Festival

Does Council have any other ideas they would like to bring forward? An email was sent to all Mayor/Councillors regarding the Winter Festival.

Bylaw Enforcement

Bylaw Enforcement is on-going.

There was one complaint received a few months ago regarding the snow on the sidewalk of the vacant lot South of the Village Office. I asked Public Works to remove the snow off the sidewalk as the resident was out of town.

Legal

Another FOIPP Request has been submitted. Brownlee has been assisting me with this request. I would like to have this FOIPP request completed before I go away on Holidays.

Brownlee LLP has forwarded Affidavits that required signatures from both myself and Ms. Hodel. I unfortunately do not have any other info regarding court dates. If council has any questions regarding the Villages action, I ask that we move to Closed Session to discuss further.

UPCOMING EVENTS:

- Winter Festival

ACTION LIST

1. Please see attached.

ACTION LIST

MOTION #	TITLE	DEPARTMENT	ACTIONED	ON- GOING
2018-07-24/11	Public Facing Crime Mapping Project	Admin		X
2018-10-23/09	Collapsed Sewer Line – Plan to Repair	Admin		X
2018-10-23/17	Fence Repairs – Birch Lake Recreation Facility	Admin		X
2018-11-20/05	Request To Purchase Electronic Water Meters – Update	Admin		X
2018-12-18/11	Solar Ninjas – Solar Lighting Report	Council/Admin		X

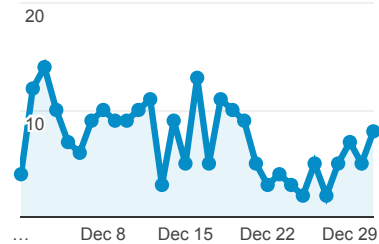
Village of Innisfree Monthly Stats

9-A
Dec 1, 2018 - Dec 31, 2018

All Users
100.00% Sessions

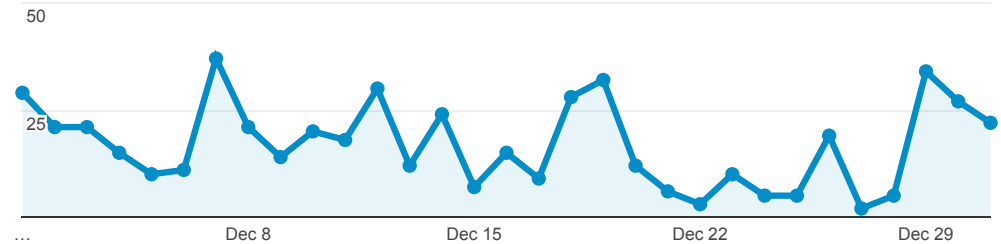
Visits

Sessions



Pageviews

Pageviews



Visits and Pages/Visit by Source/M...

Source / Medium	Sessions	Pages / Session
(direct) / (none)	98	1.88
google / organic	67	3.45
facebook.com / referral	11	1.45
townlife.com / referral	11	1.91
yahoo / organic	8	1.50
m.facebook.com / referral	7	1.43
ca.search.yahoo.com / referral	4	1.25
en.m.wikipedia.org / referral	4	3.25
en.wikipedia.org / referral	3	1.33
l.facebook.com / referral	2	1.00

Top Business Directory Listings

Page	Pageviews	Unique Pageviews
/places/Ice-Arena---Agriplex_12445	3	3
/places/Innisfree-Hotel_12463	3	3
/places/Nutrien-Ag-Solutions_12465	3	3
/places/Video-Cafe--Innisfree_12467	2	1
/places/-HughesNet--Innisfree_12455	1	1
/places/Ron-s-Auto---Ag_12451	1	1

Pageviews and Unique Pageviews by Page

Page	Pageviews	Unique Pageviews
/	213	182
/115/businesses	34	17
/page/contact/422	28	25
/About-Innisfree	14	12
/blogs/show_entry/10894/Future-of-Innisfree-Delnorte-School-Public-Meeting-November-26-2018	14	13
/Village-Council	13	12
/document/library/402/category/2260/Council-Minutes	12	8
/search/Canada/Alberta/Innisfree/422?site_id=422&commit=SEARCH	11	7
/I-want-to	8	6
/world/Canada/Alberta/Innisfree/422	8	5

Map Overlay

Country	Sessions	Pages / Session
Canada	150	2.94
United States	47	1.09
South Korea	6	1.00
South Africa	6	1.50
India	4	1.00
Bangladesh	2	1.00
Hong Kong	1	1.00

Visits and Pages/Visit by Browser

Browser	Sessions	Pages / Session
Chrome	87	2.34
Safari	54	2.39

g	Hong Kong	2	1.00
	China	1	1.00
	Hungary	1	2.00
	Cambodia	1	1.00

Visits and Pages/Visit by Mobile

Mobile (Including Tablet)	Sessions	Pages / Session
No	141	2.50
Yes	84	2.05

Visits and Pageviews by Social Net...

Social Network	Sessions	Pageviews
Facebook	21	37
Instagram Stories	1	1

Visits and Pages/Visit by Visitor Type

User Type	Sessions	Pages / Session
New Visitor	179	2.29
Returning Visitor	46	2.48

Visits by Keyword

Keyword	Sessions
(not provided)	76

Internet Explorer	39	1.87
Safari (in-app)	10	1.20
Edge	9	6.44
Firefox	7	2.43
Android Webview	6	2.67
(not set)	5	1.00
Samsung Internet	5	1.40
Android Browser	1	1.00

Visits and Pages/Visit by Mobile Device Info

Mobile Device Info	Sessions	Pages / Session
Apple iPhone	51	2.25
Apple iPad	5	1.60
Samsung SM-G950W Galaxy S8	3	1.67
Samsung SM-G955W Galaxy S8+	3	2.00
Apple iPad Air	2	1.50
Apple iPhone 6	2	1.00
Samsung SM-G960W Galaxy S9	2	1.00
Apple iPad Mini 4	1	1.00
LG D852 G3	1	9.00
LG H873 G6	1	1.00



Village of Innisfree

Revenue & Expense Report

9-B

Page 1 of 7
2019-Jan-10
1:25:05PM

General Ledger	Description	2018 YTD Actual
TAXATION		
1-00-00-110	Taxes Residential	146,847.55
1-00-00-111	Taxes Non-Residential	39,306.49
1-00-00-112	Taxes M & E	1,115.14
1-00-00-190	Taxes Linear	23,851.51
1-00-00-230	Taxes Federal GIL	839.54
1-00-00-250	Taxes Minimum Levy	33,882.76
1-00-00-321	ASFF Residential Levy	25,245.44
1-00-00-322	ASFF Non-Residential Levy	10,132.19
1-00-00-330	Seniors Housing Levy	1,907.92
* TOTAL TAXATION		283,128.54
REQUISITIONS		
2-00-00-321	ASFF Requisition Residential	37,089.43
2-00-00-330	Seniors Foundation Requisition	1,898.00
* TOTAL REQUISITIONS		38,987.43
**P TAX AVAILABLE FOR MUNICIPAL		244,141.11
GENERAL REVENUE		
1-00-00-510	Penalties Taxes	35,123.11
1-00-00-540	Franchise Fees - Natural Gas	21,478.60
1-00-00-541	Franchise Fees - Electricity	21,845.63
1-00-00-550	Bank Interest	3,735.98
1-01-00-590	Other Revenue Own Sources Invest	715.00
1-11-00-152	Council Health Benefit Cost Recovery	1,861.42
** TOTAL GENERAL REVENUE		84,759.74
ADMIN REVENUE		
1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	489.00
1-12-00-401	Sales Photocopies, Faxes, Services	758.02
1-12-00-402	Flower Pots	171.42
1-12-00-560	Rental Revenue Adm	6,954.65



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2018 YTD Actual
1-12-00-590	Other Revenue Own Sources Adm	5,100.21
1-12-00-911	LTO Cost Recovery	214.00
** TOTAL ADMIN REVENUE		13,687.30
FINE REVENUE		
** TOTAL FINE REVENUE		0.00
FIRE REVENUE		
1-23-00-410	Fees Fire Fighting	22,171.62
1-23-00-415	Fire Dept Donations	1,340.00
1-23-00-850	Grants Conditional Local Gov't Fire	19,881.64
** TOTAL FIRE REVENUE		43,393.26
BYLAW REVENUE		
1-26-00-522	License Animal	280.00
1-26-00-523	Business Licenses	463.81
1-26-00-590	Fines Bylaw	150.00
** TOTAL BYLAW REVENUE		893.81
PUBLIC WORKS REVENUE		
1-32-00-430	Sales Service (Grass,Snow)	287.50
1-32-00-841	Grants Infrastructure Provincial PW	147,885.00
** TOTAL PUBLIC WORKS REVENUE		148,172.50
STORMWATER REVENUE		
1-37-00-410	Stormwater Infrastructure Renewal	4,469.71
1-37-00-510	Penalties-Stormwater	20.15
** TOTAL STORMWATER REVENUE		4,489.86
WATER REVENUE		
1-41-00-410	Water Consumption	64,032.32
1-41-00-411	Regional Water Fund	22,069.65



Village of Innisfree

Revenue & Expense Report

Page 3 of 7
2019-Jan-10
1:25:05PM

9-B

General Ledger	Description	2018 YTD Actual
1-41-00-412	Water Base Fee	22,586.81
1-41-00-510	Penalties Water	1,515.09
1-41-00-511	Penalties-Regional Water Fund	86.38
** TOTAL WATER REVENUE		110,290.25
SEWER REVENUE		
1-42-00-410	Billings Sewer	32,651.23
1-42-00-510	Sanitary Sewer Penalties	128.97
** TOTAL SEWER REVENUE		32,780.20
SOLID WASTE		
1-43-00-410	Billings Garbage	49,621.87
1-43-00-411	Regional SWM Infrastructure Fee	14,085.67
1-43-00-510	Penalties - Solid Waste	183.34
1-43-00-511	Penalties SWM Fee	73.26
** TOTAL SOLID WASTE		63,964.14
COMMUNITY REVENUE		
1-51-00-400	Community Van Donations	600.00
** TOTAL COMMUNITY REVENUE		600.00
LAND REVENUE		
1-61-00-840	Grants - Provincial	31.97
** TOTAL LAND REVENUE		31.97
RECREATION REVENUE		
1-72-00-590	Fees Park Grounds	17,286.08
1-72-00-591	Fees Park Concession	2,381.02
** TOTAL RECREATION REVENUE		19,667.10
CULTURAL REVENUE		
1-74-00-557	Museum Cost Recovery	494.00



Village of Innisfree

Revenue & Expense Report

Page 4 of 7
2019-Jan-10
1:25:05PM

9-B

General Ledger	Description	2018 YTD Actual
<hr/>		
**	TOTAL CULTURAL REVENUE	494.00
***	TOTAL REVENUE	767,365.24
 COUNCIL EXPENSE		
2-11-00-130	Employer Cont Source Dec=ductions	25.42
2-11-00-151	Fees Council	8,970.39
2-11-00-152	Benefits Council	2,030.64
2-11-00-211	Travel/Subsistence Council	1,270.71
2-11-00-212	Conventions/Seminars Council	2,255.47
2-11-00-274	Council Insurance	544.00
**	TOTAL COUNCIL EXPENSE	15,096.63
 ADMIN EXPENSE		
2-12-00-110	Salaries & Wages Adm	52,800.57
2-12-00-111	Honorarium (Admin)	500.00
2-12-00-130	Employer Contributions Source Adm	3,156.83
2-12-00-131	Employer Benefits Adm	1,423.99
2-12-00-135	Workers Compensation ADM	1,448.54
2-12-00-211	Travel/Subsistence Adm	1,012.99
2-12-00-212	Education Adm	947.92
2-12-00-215	Telecommunications	7,722.04
2-12-00-216	Postage & Freight	278.62
2-12-00-220	Membership Dues Adm	2,332.13
2-12-00-221	Advertising/Printing/Subscriptions Adm	18,588.33
2-12-00-230	Audit/Assessor Fees Adm	14,440.00
2-12-00-250	Contracted Services Adm	41,971.45
2-12-00-274	Insurance Adm	17,942.60
2-12-00-510	Goods & Services Adm	10,427.64
2-12-00-540	Utilities Heat Adm	1,610.77
2-12-00-541	Utilities Power Adm	9,298.49
2-12-00-770	Grants to Organizations Adm	175.00
2-12-00-810	Bank Charges Adm	2,329.92
2-12-00-910	Outages/Account for Penny Loss	3,230.24
2-12-00-920	Tax Adjustments Council Adm	700.00
2-12-00-995	Legal Expenses	24,581.76
**	TOTAL ADMIN EXPENSE	216,919.83



Village of Innisfree

Revenue & Expense Report

Page 5 of 7
2019-Jan-10
1:25:05PM

9-B

General Ledger	Description	2018 YTD Actual
FIRE EXPENSE		
2-23-00-120	Salaries & Wages Fire	15,690.72
2-23-00-211	Travel & Subsistence Fire	117.29
2-23-00-215	Telecommunications Fire	1,798.04
2-23-00-221	Advertising/Printing/Subscriptions Fire	60.00
2-23-00-234	Training Fire	406.88
2-23-00-250	Contracted Services Fire	939.65
2-23-00-510	Supplies & Equipment Fire	8,563.48
2-23-00-521	Fuel & Oil Fire	792.35
2-23-00-540	Utilities Heat Fire	4,329.27
2-23-00-541	Utilities Power Fire	1,868.87
** TOTAL FIRE EXPENSE		34,566.55
EMGERENCY SERVICE EXPENSE		
2-25-00-300	Ambulance Requisition	1,427.20
** TOTAL EMGERENCY SERVICE EXPENS		1,427.20
BYLAW EXPENSE		
** TOTAL BYLAW EXPENSE		0.00
PUBLIC WORKS EXPENSE		
2-32-00-110	Salaries & Wages PW	18,422.58
2-32-00-111	Honorarium (PW)	500.00
2-32-00-130	Employer Contributions Source PW	1,586.53
2-32-00-131	Employer Benefits PW	1,771.87
2-32-00-215	Telecommunications PW	1,197.72
2-32-00-217	Freight & Postage PW	194.27
2-32-00-221	Advertising/Printing/Subscriptions PW	375.50
2-32-00-250	Contracted Services PW	10,432.25
2-32-00-270	CN Services PW	130.00
2-32-00-274	Insurance PW	855.96
2-32-00-510	Goods & Services PW	9,232.01
2-32-00-521	Fuel & Oil PW	9,165.68
2-32-00-540	Utilities Heat PW	2,348.69



Village of Innisfree

Revenue & Expense Report

Page 6 of 7
2019-Jan-10
1:25:05PM

9-B

General Ledger	Description	2018 YTD Actual
2-32-00-541	Utilities Power (Street/Shop) PW	65,503.09
**	TOTAL PUBLIC WORKS EXPENSE	121,716.15
	STORM DRAINAGE EXPENSE	
2-37-00-510	Goods & Equipment Repairs - Storm Drains	1,963.90
**	TOTAL STORM DRAINAGE EXPENSE	1,963.90
	WATER EXPENSES	
2-41-00-110	Salaries & Wages Water	7,895.46
2-41-00-130	Employer Contributions Source Water	679.96
2-41-00-131	Employer Benefits Water	626.80
2-41-00-215	Telecommunications - Water	1,055.30
2-41-00-217	Freight & Postage - Water	50.59
2-41-00-250	Contracted Services Water	15,804.56
2-41-00-350	ACE Regional Water Purchase	50,144.09
2-41-00-510	Goods & Services Water	3,080.86
2-41-00-540	Utilities Heat Water Plant	1,917.90
2-41-00-541	Utilities Power Water Plant	6,030.68
*	TOTAL WATER EXPENSES	87,286.20
	SEWER EXPENSE	
2-42-00-110	Salaries & Wages Sewer	7,895.46
2-42-00-130	Employer Contributions Source Sewer	680.06
2-42-00-131	Employer Benefits Sewer	626.90
2-42-00-215	Freight/Phone/Postage Sewer	232.25
2-42-00-250	Contracted Services Sewer	78,084.00
2-42-00-510	Goods & Services Sewer	30,875.88
2-42-00-541	Utilities Power Sewer Lift Stations	5,729.55
2-42-00-762	Transfer to Capital Sewer	2,650.00
2-42-00-840	MSI Capital Grant Sewer	1,884.00
**	TOTAL SEWER EXPENSE	215,944.30
	GARBAGE EXPENSE	
2-43-00-110	Salaries & Wages Garbage	18,422.58
2-43-00-130	Employer Contributions Source Garbage	1,586.50



Village of Innisfree

Revenue & Expense Report

Page 7 of 7
2019-Jan-10
1:25:05PM

9-B

General Ledger	Description	2018 YTD Actual
2-43-00-131	Employer Benefits Garbage	1,462.50
2-43-00-250	Contracted Services Garbage	12,554.33
** TOTAL GARBAGE EXPENSE		34,025.91
FCSS EXPENSE		
2-51-00-275	Van Community FCSS	1,419.30
2-51-00-351	FCSS Requisition	1,837.75
** TOTAL FCSS EXPENSE		3,257.05
PLANNING EXPENSE		
** TOTAL PLANNING EXPENSE		0.00
LAND PURCHASES EXPENSE		
** TOTAL LAND PURCHASES EXPENSE		0.00
RECREATION E XPENSES		
2-72-00-110	Salaries & Wages Recreation	1,804.50
2-72-00-130	Employer Contributions Source Recreation	76.86
2-72-00-215	Freight/Phone/Postage Recreation	397.26
2-72-00-221	Printing/Advertising/Subscriptions	1,254.73
2-72-00-250	Contracted Services Recreation	7,500.00
2-72-00-510	Goods & Services Recreation	6,047.24
2-72-00-511	Rec Park Float	100.00
2-72-00-521	Fuel and Oil Park	359.66
2-72-00-540	Utilities Heat Park Building	664.50
2-72-00-541	Utilities Power Park Grounds	2,694.81
2-72-00-591	Concessions Park Grounds	819.53
** TOTAL RECREATION E XPENSES		21,719.09
*** TOTAL EXPENSES		666,636.61
****P SURPLUS/DEFICIT		100,728.63

*** End of Report ***



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Edmonton-Riverview*

RECEIVED
JAN 08 2019

AR 46366

January 3, 2019

Dear Stakeholder:

The Minister's Seniors Service Awards recognize the important volunteer work that individuals and organizations provide to assist seniors and our communities in Alberta each year. To date, the awards program has honoured 145 recipients.

Enclosed is a poster and nomination booklet for the 2019 Minister's Seniors Service Awards. Please consider nominating volunteers in your community and help promote the awards by displaying the poster and spreading the word. The deadline for nominations is February 28, 2019.

Nominees will be recognized at community celebrations taking place across Alberta in the summer, and award recipients will be recognized at a ceremony in the fall. Additional information will be provided closer to the event date.

Please visit my ministry's website at www.alberta.ca/ministry-seniors-housing.aspx or email seniorsinformation@gov.ab.ca for more information.

Thank you for supporting seniors in Alberta.

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Enclosure

2019 MINISTER'S SENIORS SERVICE AWARDS

**Recognizing people who
make a positive difference
in the lives of Alberta's
seniors**

Nominate someone who volunteers
to make life better for seniors and
their community today!

For more information please visit:
www.alberta.ca/ministry-seniors-housing.aspx

Nomination Deadline:

February 28, 2019



Alberta

His Worship Aaron Cannan
Village of Innisfree
PO Box 69
Innisfree, AB
Canada, T0B 2G0

RECEIVED
JAN 08 2019

Dear Mr. Cannan,

As elected council for your Municipal District, Agriculture for Life (Ag for Life) knows you have a strong vested interest in ensuring rural Alberta communities remain safe. Since 2011, Ag for Life has played a vital role in educating Albertans about rural and farm safety and we are asking for your support in keeping our state-of-the-art Rural Safety Unit on the road as we work to build a culture of safety among Alberta's youngest residents and their families.



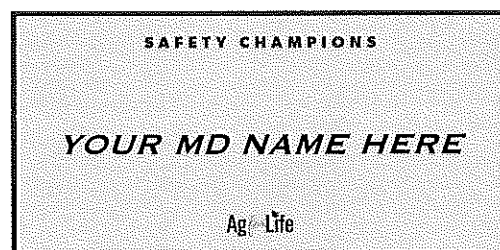
Making Safety Stick

Ag for Life's Rural Safety Unit helps to educate, encourage and promote safety on the farm, ranch and rural areas with a long-term goal of reducing the number of injuries and fatalities.

The mobile unit, filled with interactive, digital and mechanical safety learning stations, is aimed at rural grade 4 to 12 students, volunteers, teachers, young farm workers and farm families, who live on, work, play, or visit farms and ranches. Learning stations are themed around topics like *hazard identification, large equipment safety, and chemical safety.*

As part of our Bumper Sticker campaign, we are asking that you help make safety stick in rural Alberta communities by making a donation of \$1,500. Your support will ensure the Rural Safety Unit continues to deliver high quality safety education across the province in 2019.

In recognition of your support, a bumper sticker (sample pictured right) with your MD's name will be placed on the outside of the mobile unit under our Safety Champions wall showcasing your commitment to safety to the rest of the province.



Let's Connect

It would be a pleasure to have your municipality partner with Ag for Life on this initiative. We sincerely thank you for your consideration.

LUREE WILLIAMSON

Chief Executive Officer

CELL 403 862 5688

EMAIL lwilliamson@agricultureforlife.ca

LAURA HUDSON

Fund Development Manager

CELL 403 862 4542

EMAIL lhudson@agricultureforlife.ca



HELP MAKE SAFETY STICK

Your donation of \$1,500 will help Ag for Life reach more Albertans with critical rural safety programming. On behalf of rural communities across Alberta, we thank you! To make your donation please complete this form and send by mail to:

32 Priddis Creek Drive Foothills, AB T0L 1W2

Name: _____

MD Name (to be printed on sticker): _____

Email: _____

Address: _____

Payment (\$1,500): Cash ☐ Credit ☐ Cheque ☐

Name on card

Card number

Expiry date

Security code

Zip/Postal code

<input type="text"/>	<input type="text"/>	<input type="text"/>
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RECEIVED
DEC 28 2018

December 6, 2018

Letter regarding changes to fees effective 2020

This letter is to inform you of the *Service Fees Act* (SFA), federal legislation that was passed in June 2017 and came into force in June 2018. The aim of the SFA is to increase transparency around federal fees while improving service to Canadians. All federal government departments are now required to increase fees each year by the cost of living, unless those fees are adjusted periodically by another means. Specifically, the SFA refers to Statistics Canada's April All-items Consumer Price Index (CPI) for determining the yearly rate of adjustment.

For radio and spectrum licensees and users of the services provided by the Certification and Engineering Bureau, fees will go up by **2.2% as of March 15, 2020**. While our radio licence fees have not increased since 1996, nor have our spectrum licence fees since 2004, we recognize that you may benefit from knowing about this fee increase in advance.

New fee tables and updated documentation will be published in the coming months on the Spectrum Management and Telecommunications website (<http://ic.gc.ca/spectrum>). Beginning March 15, 2020, the new fee tables will be used to calculate fees instead of the fee schedules found in the *Radiocommunication Regulations* and TRC-49, *Telecommunications and Radio Equipment Service Fees of the Certification and Engineering Bureau*.

To better serve you, we have provided our service standards as well as answers to frequently asked questions (FAQ) on the new legislation and how it affects our fees on our website.

Upcoming consultation on fee adjustments

Given our obligation under the *Service Fees Act* to adjust our fees from time to time, we would like your input on how the adjustment will be applied in future years. Innovation, Science and Economic Development Canada is providing interested parties the opportunity to comment on an alternative to yearly CPI-based fee increases.

Check our website for the upcoming release of this consultation.

We look forward to hearing from you!

Sincerely,

Line Perron
Director, Broadcast, Coordination and Planning
Spectrum Management Operations

Le 6 décembre 2018

Lettre concernant les modifications aux droits qui seront en vigueur en 2020

La présente a pour but de vous aviser que la *Loi sur les frais de service* (LFS), loi fédérale adoptée en juin 2017, est entrée en vigueur en juin 2018. Le but de la LFS est d'augmenter la transparence quant aux frais de service fédéraux tout en améliorant les services offerts aux Canadiens. Tous les ministères fédéraux sont désormais tenus d'augmenter les droits qu'ils imposent chaque année en fonction du coût de la vie, sauf si ces droits sont indexés périodiquement suivant une autre méthode. Plus précisément, la LFS renvoie à l'indice d'ensemble des prix à la consommation (IPC) d'avril de Statistique Canada pour calculer la révision annuelle des droits.

Les titulaires de licence radio et de spectre et les utilisateurs des services offerts par le Bureau d'homologation et de services techniques verront leurs droits augmenter de **2,2 % le 15 mars 2020**. Étant donné que les droits de licence radio sont les mêmes depuis 1996 et que ceux des licences de spectre n'ont pas augmenté depuis 2004, nous jugeons approprié de vous aviser dès maintenant de ces augmentations.

Les nouveaux tableaux des droits, accompagnés de la documentation mise à jour, seront publiés au cours des prochains mois sur notre site Web, Gestion du spectre et télécommunications (<http://www.ic.gc.ca/spectre>). À compter du 15 mars 2020, les droits seront calculés à l'aide des nouveaux tableaux et non plus en vertu des barèmes qui figurent dans le *Règlement sur la radiocommunication* ni de la CRT-49, *Droits exigés par le Bureau d'homologation et de services techniques et applicables aux appareils de télécommunication et de radiocommunication*.

Afin de vous offrir un meilleur service, nous avons également publié sur notre site Web nos normes de service, de même qu'une foire aux questions (FAQ) concernant la nouvelle loi et ses incidences sur nos droits.

Consultation à venir sur l'indexation des droits

Compte tenu de notre obligation en vertu de la *Loi sur les frais de service* d'indexer nos droits de temps à autre, nous aimerions connaître votre point de vue sur la façon de procéder au cours des années à venir. Innovation, Sciences et Développement économique Canada donnera ainsi aux parties intéressées l'occasion de présenter leurs commentaires sur un mode d'indexation des droits autre que celui basé sur l'IPC annuel.

Veillez visiter notre site Web concernant le lancement de cette consultation devant avoir lieu prochainement.

Au plaisir d'avoir de vos nouvelles!

Cordialement,

Line Perron

La directrice, Radiodiffusion, coordination et planification
Opérations de la gestion du spectre

December 18, 2018

RECEIVED
DEC 28 2018

Village of Innisfree
ATTN: Jennifer Hodel, Administrator
PO Box 69
INNISFREE AB T0B 2G0

RE: 2017 Franchise Report

Dear Jennifer Hodel,

Please see the enclosed franchise report outlining information relevant to your community for the 2017 year.

We apologize for the delay in distribution of this report and appreciate your patience. If you would like to discuss the information included in this report, we would be happy to meet at your earliest convenience. Please contact me with any questions you may have or to set up a time to discuss the 2017 franchise report.

We look forward to meeting with you!

Sincerely,



Nola Davis
Customer Sales Representative
ATCO
Nola.Davis@atco.com
587 217 5748

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

ATCO

The Village of Innisfree

Serving 301 Customer Sites in the Village of Innisfree

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

Customer Breakdown

Rate Class	2016 Number of Sites	2017 Number of Sites
Company Farm	0	0
General Service	36	47
Industrial	2	2
Oilfield	0	0
Residential	128	146
Sentinel Lights	2	2
Street Lights	104	104
Total Number of Sites	272	301

Franchise Fee and Taxes

	2017 Actual	2018 Forecast
Wires Distribution Revenue	\$273,709.63	\$311,086.74
Franchise Fee @ 5.00%	\$13,685.48	\$15,554.34
Distribution Linear Taxes	\$9,972.62	\$10,666.21
Total Estimated Fee + Tax	\$23,658.10	\$26,220.55

Based on 2017 actual revenue, a franchise fee increase of 1% would increase fee payments by \$2,737.10 per year.

System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (*SAIDI/SAIFI definitions under Supporting Information)

Outages	2016	2017
*SAIFI (Feeder Average)	0.40	2.38
*SAIDI (Feeder Average)	1.09	4.34
ATCO Electric (System Average) SAIFI (Major Events Included)	1.96	1.78
ATCO Electric (System Average) SAIDI (Major Events Included)	19.16	6.31



Distribution Asset Maintenance Programs

Completed in 2016	Planned for 2017	Proposed for 2018
Test And Treat Program <ul style="list-style-type: none"> Line Town Of Innisfree @ EL0055 	Ground Rod Testing <ul style="list-style-type: none"> Line Town Of Innisfree @ EL0055 	Davit Replacement Testing <ul style="list-style-type: none"> EL-Davit Test Innisfree High traffic #16 & 870

Street Lights

Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
High Pressure Sodium	83	21
Total	83	21

- Number of "lights-out" identified from the street light patrols: 0
- Number of temporary overhead repairs of streetlights: 0
- Number of underground repairs made: 0

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2017 can be found at: http://www.auc.ab.ca/regulatory_documents/Pages/Service_quality_and_reliability_plans.aspx
- No Customer complaint was received by the Alberta Utilities Commission for the Village of Innisfree
- ATCO Electricity rates: <http://www.atcoelectric.com/Rates/tariffs/Current-Tariffs>

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. **In 2017, our people raised \$3.4 million.**



Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.

Active outage information can be found at: <http://www.atcoelectric.com/Safety/Power-Outages/Outage-Map>

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.

Pole Test and Treat Program – Program to test the strength of our wooden poles and treat poles to extend the life of the pole.

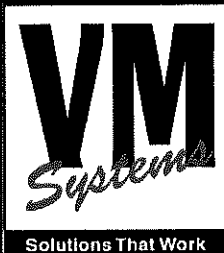
Ground Rod Testing – Program to test the ground rods which ensure stray electricity is grounded thus ensuring that our system is safe and reliable.

More detailed information available upon request.

Questions please contact:

Nola Davis
Customer Sales Representative
Nola.Davis@atco.com
587-217-5748

Terry Tonsi
Regional Manager
Terry.Tonsi@atco.com
780-805-1463



Bits and Bytes

Practical Information You Can Use

December 2018

Hello! We're pleased to send you this monthly issue of *Bits and Bytes*. It's our way of saying that you're important to us and we truly value your business. Please feel free to pass this newsletter on to friends and colleagues. Enjoy!

MONTHLY QUOTES:

"Always bear in mind that our own resolution to succeed is more important than any other one thing"

Abraham Lincoln

"Our business in life is not to get ahead of others, but to get ahead of ourselves"

Zig Ziglar

"Opportunities multiply as they are seized"

Sun Tzu

IN THIS ISSUE:

1. Simple Steps You Can Take to Protect Against Data Loss in Office 365
2. How the Windows 10 Timeline Can Make Your Life Much Easier
3. News Bytes
4. Question of the Month
5. Quick and Simple Methods to Back up Your Smartphone
6. APP OF THE MONTH: FIREFOX SCREENSHOT GO

Simple Steps You Can Take to Protect Against Data Loss in Office 365

More businesses are adopting Microsoft Office 365 daily and storing their data in the cloud. A significant portion of this data—around 20%—contains sensitive financial, personal, or business information. Although many people now trust the cloud as a secure platform, at all times, it remains the customers' responsibility to ensure that they remain in accordance with Microsoft's requirements, particularly in terms of not sharing files with unauthorized third parties and sticking to internal and external regulations about what can be kept in the cloud.

To protect against data loss, all organizations should have data loss protection (DLP) policies in place that govern email and cloud uploads. Make sure that you know where your sensitive data is stored, and that every employee is aware of the type of data that must not be placed in the cloud.

If you're already using Office 365, you should run an audit on the data that has been uploaded. You can run a scan on all the services that save data (OneDrive, SharePoint Online, and Exchange Online). You should search for social security numbers, credit card numbers, health information, salary information, account information, passwords, and more.

Your IT department should be mapping sensitive data as it moves around your system, knowing who has access to it, with whom it is being shared outside, et cetera. The IT department will then be able to educate employees regarding uploading behaviors.

Office 365 has a strong set of APIs that can help you enforce your sharing policy so that administrators will be notified of any potential violations so that links can be blocked, permissions can be changed, and those who have made the error can be notified.

Depending on your company's security rating (e.g., if you deal with a defense contract) certain types of information must not be uploaded to Office 365. It may be necessary to identify the confidential high-level data that must not be uploaded by checking your data for keywords, document fingerprints (e.g., tax forms), looking for patterns (e.g., credit card numbers, social security numbers), and setting up a list of terms that should be red flagged for uploads, e.g. brand names. Several actions can be taken if violations are notified, such as quarantining files, blocking them, or deleting them.

To prevent confusion, a consistent DLP policy should be developed for the use of all cloud services so that your employees know what they can, and cannot, upload and violations can be swiftly identified and addressed.

How the Windows 10 Timeline Can Make Your Life Much Easier

We can all lose track of what we are working on from time to time. However, that may become a thing of the past with the Windows 10 Timeline feature which helps you keep track of your work and browsing history.

Timeline was included in the Windows 10 April 2018 update (Redstone 4). You'll find it next to the Cortana search box on the taskbar.

When you open Timeline, you'll get the standard display showing you the different windows that are already open; however, below that, you will see "Earlier Today" section, which is where your Timeline starts.

You can enable or disable Timeline by going to Settings> Privacy> Activity History. This will give you the option to give Windows permission to save your activities and sync them with the cloud. The first option means only your activities on that particular computer will be stored; if you select the second option, your activities on all your devices will be stored, allowing you to return to the point you left your work on any device.

Timeline is a bit like a browser that keeps your history of website visits. However, it also keeps the history of the

applications you've used and which documents you created or edited. Timeline looks at your documents and activities for a particular period and bundles them into an Activities section. Timeline assumes that if, say, you opened a Word document, spreadsheet, and some web pages around the same time, they are related, so it will store them together.

One drawback to this useful feature is that it is very centered around Microsoft products: It's great for storing what you've done in Office and what you've browsed in Edge. However, if you choose to use a different browser, it may not pick up on your activity. This is particularly annoying in the case of PDFs: If you didn't open a PDF in Edge, you probably won't find it in your Timeline.

Having said that, Timeline certainly has its uses. It allows you to swap smoothly and easily between projects. If you have to leave off your work for any reason, it's reassuring to know you can pick up exactly where you left off without having to use those notes you scribbled on the back of an envelope. It could be greatly improved through 100% functionality with third-party applications and documents, but it is still a feature well worth checking out.

News Bytes

Azure and Microsoft Office 365 Users Locked Out

Recently, users of Microsoft's Office 365 and Azure were locked out of their accounts because of a malfunctioning multi-factor authentication process. On November 19, the service status pages for both applications admitted that users could discover that it was impossible to log in or to reset their passwords. The updates went on to say that restarts had been affected for all the MFA processes and that the situation was improving, adding that ongoing monitoring was taking place. Multifactor authentication is highly recommended for extra security with online accounts, and Microsoft and other experts certainly support its use. However, as in this case, if the system fails, those who have not opted for the extra level of security will profit by being able to carry on working while the more careful get locked out of their accounts. Many businesses will be unhappy about the fact that this malfunction has blocked their access to their cloud-based data and services, which could have costly implications. Whether any action will be taken regarding these losses, either by Microsoft or affected companies, remains to be seen.

Google Duplex Trial Expanded

Google Duplex, an automatic service that can contact businesses on behalf of users to place bookings, has now been launched to a small number of users. Google has stated that the service will undergo a "slow rollout"; a small group of users who own Google Pixel cell phones in certain cities can now access Duplex. In addition, Duplex can contact businesses that are not signed up in partnership with Google.

Duplex is extremely restricted in this current format, even more so than it was at the demonstration stage. Anyone using Duplex will only be able to book restaurants (no hotels or other businesses) and only certain restaurants can be contacted. The service can only be used on Pixel phones, and it will only make booking calls in English. Google has not released the timeframe for any improvements, although it has stated that Duplex calls are being recorded so presumably the data is being analyzed. The service works by telling Global Assistant to make a reservation; the Assistant will then ascertain crucial facts regarding your booking—date, time etc.—and call the restaurant. Once the reservation has been finalized, it will be added to your calendar. Google has yet to set a date for a wider rollout of the service.



Question of the Month

Question of the month: How can text be recovered from a damaged Word document?

Answer:

Microsoft Word rules the roost in virtually every home, school, institution, and business across the world. Literally billions of words are written on Microsoft Word every day of the year. However, like any application, Microsoft Word can crash and this can result in significant, and sometimes expensive, data losses. Fortunately, certain techniques can be employed to recover text from a Word document when problems are encountered.

When trying to recover text from a Microsoft Word document that has been damaged, you should open Word, click on File> Open and select the document that is damaged. You will see the option to enter "Files of Type": select "recover text from any file (*.*)", and click OK.

When you change the "Files of Type" options, Word will make this your default setting. You should reset this when you've finished recovering your text.

If the file from which you need to recover text is not a Word file, you can still recover text using Microsoft Word.

Open Word> Tools> Options > General and select "Convert at Open" and then hit OK. Now go to File> Open and select the damaged file. You will see a dialogue box marked "Convert File"; in this select "Recover Text from Any File" and OK. This enables Word to convert your file and recover your text.

Quick and Simple Methods to Back up Your Smartphone

We are increasingly keeping large amounts of data on our phones, but a phone is also the most likely technology device to be stolen, so it pays to know how to back up your data.

If you use iOS devices (iPhone, iPad or iPod Touch) you can back it up straight to the iCloud, onto your computer with iTunes, or use both methods.

iCloud is free for up to 5 GB of data, and charges on a sliding scale up to \$19.99 per month for 1 TB of storage. To back up the data from your device on the iCloud, simply go to Settings> iCloud> Backup, sign in and press backup. From then on, backups will be performed automatically when you're in range of Wi-Fi and plugged into USB. You can also backup manually at any time. The iCloud backup is thorough and very useful for those who don't normally plug their device into a computer.

The amount of free storage is quite limited, as all the newest iOS devices have larger than 5 GB storage, and also there is no option to revert to previous backups.

To back up through iTunes, you simply plug an iOS device into any computer containing iTunes, go to "Summary" on your device, and click the "Back Up Now" button. There's also a "This computer" radio button, which will launch backup every time you plug into a computer. There is an option to encrypt your backup so that you are the only person who can access it on any computer. This method is quick, easy, and you'll never run out of storage on a normal computer; however, you do need to remember to back up regularly, and it's no good if you

want to back up at a time when you can't access your computer.

To be really thorough, you could use both the above methods. Then your data will be stored in three different places: Your iOS device, your computer, and on iCloud. However, you still face the iCloud data restrictions and have to remember to perform iTunes backups.

There are a number of ways to back up your Android phone or device. Google Sync can be activated simply by going to Settings> Backup and Reset> Backup my data. Google will then automatically download all your data onto new devices when you sign in with Google. However, it's worth remembering that this method does not backup apps, so you'll need to re-download them on new devices.

Alternatively, some device manufacturers offer backups to their own clouds, e.g., HTC Backup and Samsung Kies. Again, this won't back up your apps or files created by them.

There are apps that offer to store your data for a fee; generally, you must download these and then specify the sorts of data you want to save.

The last, and possibly simplest, way of backing up data from your Android device is simply to plug into a computer. It will appear as an external hard drive, and you can simply copy and paste all the data you want to save into a folder on your computer.

Bits and Bytes

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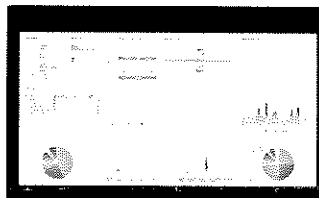
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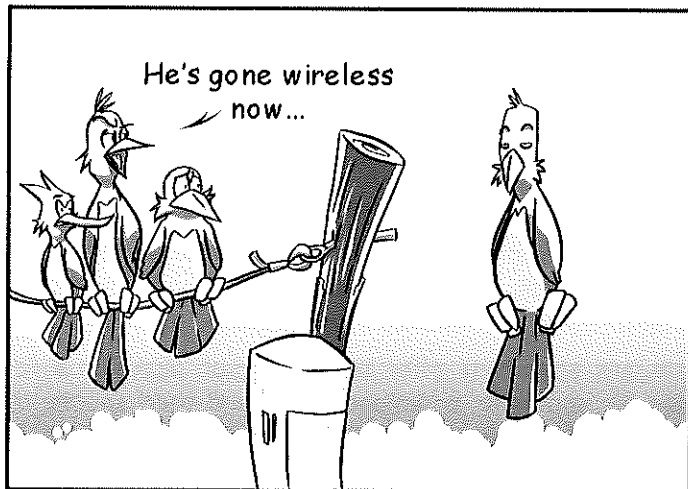
**Booking Now
For January
Demonstrations**

A MONTHLY NEWSLETTER TO INFORM AND ENTERTAIN OUR CLIENTS

DECEMBER 2018

APP OF THE MONTH: FIREFOX SCREENSHOT GO

Although it's not exactly hard to take a screenshot with an Android device, the new Firefox ScreenshotGo is a new app that makes things even simpler. The app offers a floating button that remains on your screen and can be moved where you please. Simply tapping the button will take a screenshot, and then a screen will appear asking you which category you want to put it in. You can use the available categories or set up your own. This app might not be so useful for people who don't take many screenshots, but if your social networking activities or business requires you to continually take screenshots, the single button operation and capacity to organize all your shots could prove very useful.



VM Systems

VM Systems

FROM THE DESK OF:

Arthur Beaudette

If you don't have a managed-service agreement in place, please let us know and we'll conduct a needs analysis and provide you with a proposal free of charge!

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Phone: 1-800-663-5957

OFFER OF THE MONTH

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All data and information provided in this newsletter is for informational purposes only. VM Systems makes no representations as to accuracy, completeness, correctness, suitability, or validity of any information in this newsletter and will not be liable for any errors, omissions, or delays in this information or any losses, injuries, or damages arising from its display or use. All information is provided on an as-is basis.



Streaming Our Best Wishes

**Wishing you and
yours a merry
Christmas and a
happy New Year!**

**Thanks for connecting
with us this year.**

From All Of Us On The Team!



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HAPPY HOLIDAYS!

Our team at MPS would like to extend our sincere gratitude and appreciation to all of our clients and industry friends. Our business is based on the relationships we foster with each and every one of you. Thank you!

2018 has been a busy and rewarding year for all of us at MPS. With recent changes to the Municipal Government Act, we have been hard at work helping many municipalities update their Land Use Bylaws to address cannabis sales and use, as well as new provincial requirements.

To help us out, we were happy to bring aboard Stephen Raitz as a planning intern. Stephen is currently completing his final year of Planning at the University of Alberta. Many of you would have met Stephen at one of the many MDP open houses we held over the summer and fall for our clients—some even got to see him dance!

In September, our planning team expanded to include Allison Rosland. Allison came to us from the University of Calgary, where she recently completed the MPlan program. Originally from Brooks, Allison was previously employed as an engineer in the oil and gas industry. She has quickly made herself at home with MPS and represented our team at the Alberta Summer Villages Association Conference this past fall.

In October, Jane and Kyle attended the Alberta Professional Planners Institute Conference in Kananaskis. The conference focused on opportunities to revitalize the places where we live, work, and play. Kyle also represented MPS at this year's Alberta Development Officer's Association Conference in Westlock. We thoroughly enjoy learning how other western communities develop and implement innovative planning solutions.

We at MPS have been paying close attention to how the new requirements for municipalities in the updated Municipal Government Act are being implemented. We are already underway with several new Intermunicipal Collaboration Frameworks, Intermunicipal Development Plans, and Municipal Development Plans to address these new requirements and help our client municipalities manage growth and service delivery. We have also developed education materials and workshop programs for Subdivision and Development Appeal Board members to help our clients meet new provincial requirements for training.

Please note that for the holiday season, our office will be closed beginning Friday, December 21 at 12:00 PM. We will be reopening Wednesday, January 2, 2019 for our regular business hours.

Please accept our best wishes for you and your families during this holiday season and for 2019! We look forward to working with you in the future to help ensure your continued success in building vibrant, diverse and sustainable communities!

Jane Dauphinee
Principal + Senior Planner

Shelly Barrett
Office Administrator

Kyle Miller
Planner

Allison Rosland
Planner

Brad MacDonald
Senior Planner

Village of Innisfree (CAO)

From: James Tessier <James.Tessier@gov.ab.ca>
Sent: January 8, 2019 4:23 PM
Subject: The Community Electricity Generation Roadshow
Attachments: Community Generation Roadshow.pdf



Visit an open house near you to learn how the Community Generation Program can benefit your community.

Thursday, Jan. 24, 2019: Vegreville

Elk's Hall
5002 55 Avenue
3 p.m. to 7 p.m.

Please see attached for other locations and dates.

The Government of Alberta is hosting a series of open houses across the province in January and February 2019 to provide more information about the **Community Generation** program. Open house participants will learn about community generation, its potential benefits, available funding avenues for projects and much more. Drop into an open house near you!

While many Albertans already participate in micro-generation projects to provide electricity for their own use, electricity developed through community generation projects is connected to the province's distribution system. Participation in community generation projects gives Albertans the ability to produce renewable energy and generate revenue by selling electricity to the grid.

Community generation enables eligible community groups like **municipalities, co-ops, agricultural societies, First Nations, Metis Settlements, non-profit organizations, and post-secondary institutions** to produce electricity by launching small-scale renewable energy projects. Projects can include wind, biomass, hydro, solar, and other renewable technologies.

To support local community generation projects, the **Government of Alberta has committed \$200 million of Climate Leadership Plan funds over 20 years** to the new Community Generation Program.

For more information, visit the Community Generation Online Resource Hub at efficiencyalberta.ca/commgen or call 1-844-357-5604.

Regards,

James Tessier

Manager, Northeast Region

Regional Economic Development Services

Economic Development & Trade

Office: 780.815.4036 | Cell: 587.784.3144

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Community Generation Roadshow 2019

Visit an open house near you to learn how the Community Generation Program can benefit your community.

Communities, organizations and individual Albertans across the province are exploring small-scale electricity generation as a way of bringing revenue, jobs, training and other economic, social and environmental benefits to their communities.

Community Generation

While many Albertans already participate in micro-generation projects to provide electricity for their own use, electricity developed through community generated projects is connected to the province's distribution system

Participation in community generation projects gives Albertans the ability to produce renewable energy and generate revenue selling electricity to the grid.

Who Can Benefit

Community generation enables eligible community groups like municipalities, co-ops, agricultural societies, First Nations, Metis Settlements, non-profit organizations, and post-secondary institutions to produce electricity by launching small-scale renewable energy projects.

Projects can include wind, biomass, hydro, solar, and other renewable technologies.

Community Generation Program

To support local community generation projects, the Government of Alberta has committed \$200 million of Climate Leadership Plan funds over 20 years to launch a new Community Generation Program.

You're Invited

The Government of Alberta will host a series of open houses across the province in January and February 2019 to provide more information about the program.

Open house participants will learn about community generation, its potential benefits, available funding avenues for projects and much more. Drop into an open house near you!

North East Alberta Dates and Locations

Thursday, Jan. 24, 2019: Vegreville

Elk's Hall

5002 55 Avenue

3 p.m. to 7 p.m.

Thursday, Feb. 7, 2019: Fort McMurray

McMurray Experience

9909 Franklin Ave, Unit 137

3 p.m. to 7 p.m.

Other January Dates and Locations

Tuesday, Jan. 15: Stony Plain

Stony Plain Community Centre
5008 51 Avenue
10 a.m. to 1 p.m.

Wednesday, Jan. 16: Red Deer

Roland Michener Recreation Centre
51A Street
3 p.m. to 7 p.m.

Monday, Jan. 21: Edmonton

NAIT Productivity and Innovation Centre
10210 Princess Elizabeth Avenue
3 p.m. to 7 p.m.

Tuesday, Jan. 22: High Level

High Level Quality Inn and Suites
9704 97 Street
3 p.m. to 7 p.m.

Monday, Jan. 28: Hanna

Hanna Community Centre
503 5 Avenue
3 p.m. to 7 p.m.

Tuesday, Jan. 29: Okotoks

Foothills Centennial Centre
204 Community Way #4
10 a.m. to 1 p.m.

Wednesday, Jan. 30: Calgary

University of Calgary
Energy, Environment and Experimental Learning
Building
3115 32 Avenue NW
3 p.m. to 7 p.m.

Thursday, Jan. 31: Canmore

The Canmore Miners' Union Hall
738 7 Street
3 p.m. to 7 p.m.

Other February Dates and Locations

Monday, Feb. 4: Lethbridge

Southern Alberta Ethnic Association
421 5 Avenue South
3 p.m. to 7 p.m.

Tuesday, Feb. 5: Medicine Hat

Medicine Hat Lodge
1051 Ross Glen Drive Southeast
3 p.m. to 7 p.m.

Monday, Feb. 11: Grande Prairie

Teresa Sargent Hall
9839 103 Avenue
3 p.m. to 7 p.m.

Tuesday, Feb. 12: Grande Cache

Grande Cache Tourism and Interpretive Centre
9701 AB-40
3 p.m. to 7 p.m.

30 by 30

Community generation supports Alberta's target of 30 per cent renewable electricity generation by 2030 by helping Alberta transition to an electricity system that is cleaner, reliable and more sustainable.

Regulation

The Community Generation Program is made possible by Alberta's [Small Scale Generation Regulation](#), which outlines new rules to enable small-scale and community projects, including definitions, setup and operation. These rules also help reduce regulatory and financial barriers for generators.

More Information

For more information, visit the Community Generation Online Resource Hub at efficiencyalberta.ca/commgen or call 1-844-357-5604.

Village of Innisfree (CAO)

From: Cecilia Goncalves Neath <Cecilia.Goncalves@gov.ab.ca>
Sent: January 8, 2019 1:10 PM
Subject: RE: 2019 Visitor Services Innovation Fund - now accepting applications

Happy 2019 AVIPs!

Just a friendly reminder that the deadline for applications the 2019 VSIF Grant Program is next **Thursday, January 17th at 4:30 pm**. Something as simple as a FAM Tour qualifies and, is a great way to develop community relationships and increase product knowledge for staff.

If you're not sure your project qualifies, do not hesitate to give us a quick shout and we can help you out!

Warm Regards,
Cecilia

Cecilia Goncalves Neath BSc., BEd.
Tourism Development Officer
Destination Development - Visitor Services Unit
Alberta Culture, Tourism and Recreation
780-415-6264 | cecilia.goncalves@gov.ab.ca



Good Morning Alberta Visitor Information Providers,

Alberta Culture and Tourism is please to inform you that the Visitor Services Innovation Fund is now accepting applications for 2019. The VSIF program provides support to community-based visitor services providers across the province to enable the delivery of innovative visitor services. The purpose of this fund is to encourage and support visitor services providers to expand outside of the traditional realm of information delivery by creating new approaches to better serve a diverse range of visitors in the community.

New this year, Alberta Culture and Tourism has extended eligibly under the VSIF grant program to include municipalities. Incorporating municipalities as eligible applicants to VSIF will enable them to implement, support and sustain visitor services programs.

For more information, please see the attached Visitor Services Innovation Fund Information and Application Package (provided as a Word doc.) or online at <https://www.alberta.ca/visitor-services-innovation-fund.aspx/>.

- Download a copy of [A New Visitor Services Model for Alberta – Engaging Visitors in an Era of Technology](#).
- Read the full list of the [2017 and 2018 successful applicants and their projects](#).
- Read [Visitor Services Model and Innovation Fund FAQ's](#) for a list of frequently asked questions and answers about the new model and Innovation Fund.

Applications must be submitted to Alberta Culture and Tourism no later than **4:30 p.m. on January 17, 2019.**
If you have any questions, please contact AVIP@gov.ab.ca.

Warmest Regards,
Cecilia

Cecilia Goncalves Neath BSc., BEd.

*Tourism Development Officer, AVIP Program
Alberta Culture and Tourism*

Phone: 780-415-6264

cecilia.goncalves@gov.ab.ca



Village of Innisfree (CAO)

From: ACFA Webmail <webacfa@acfacapital.ca>
Sent: January 7, 2019 4:16 PM
Subject: ALBERTA CAPITAL FINANCE AUTHORITY - REQUEST FOR PROJECT PHOTOS
Attachments: ACFA Request for Project Photos.pdf; Picture Use Consent Letter 2019 (shareholders).docx

Good afternoon and Happy New Year to all!

It is with great anticipation that we extend our invitation to you to submit your project photos for use in ACFA annual reports and presentations. Please see the attached letter and consent form for more details. We appreciate your time and effort to help us out and are looking forward to seeing your photo submissions. We request that photos be submitted by Jan 31st.

Thank you for your time and consideration!

Sherri Bullock, Senior Loans Officer
Alberta Capital Finance Authority
2090 Sun Life Place, 10123 99th Street NW, Edmonton, AB, T5J 3H1
Direct (780) 415-9232 **Fax** (780) 422-2175 **Website** www.acfa.gov.ab.ca

January 7, 2019

To: **The Shareholders of Alberta Capital Finance Authority**

As a proud partner of Alberta communities, ACFA is aware of the economic challenges that many of our shareholders faced in 2018 and may continue to face in 2019. We also recognize that despite these challenges, your organizations remain committed to improving the lives of the people you serve by providing important infrastructure and amenities within your communities and organizations. As your financing partner, we would be honoured to showcase any projects that have been financed by ACFA in our upcoming and future annual reports and annual general meeting presentations. Your photo submissions really help us illustrate the great work that you do every day to enhance the communities where Albertans live, work and play.

To view our 2017 Annual Report to see how your photos might be used, please visit our website at <https://acfa.gov.ab.ca/annual-reports/2017/ACFA-2017-Annual-Report.pdf>. Thank you to the many past contributors and we invite all shareholders to submit any photos that have not been submitted previously.

If you wish to contribute, please send us electronic versions of your pictures in the largest size possible, with a minimum file size of 3 MB (megabyte) and in either JPEG or TIFF format. Please also complete the enclosed consent form to allow ACFA to use your pictures. We invite your submissions by email at webacfa@acfacapital.ca by January 31, 2019.

Sincerely,



Troy Holinski
President

Encl.

_____, 2019

ALBERTA CAPITAL FINANCE AUTHORITY

Attention: Troy Holinski

Dear Mr. Holinski:

Subject: _____ (the "Shareholder")
Consent to Use of Photographs

Alberta Capital Finance Authority ("ACFA") wishes to incorporate in its future annual general reports and annual general meeting presentations (the "Materials") the photographs identified in the "List of Submitted Photographs" table attached to this letter (the "Photographs").

The Shareholder hereby grants to ACFA a perpetual, irrevocable, non-exclusive, and royalty-free licence to use, reproduce, and distribute the Photographs, including the right to crop, alter, or modify the Photographs, in connection with the Materials.

The Shareholder represents and warrants that it has the legal right to grant this permission to use the Photographs and that ACFA's use of the Photographs will not violate the copyrights or other rights of any other person.

Sincerely,

Signature

Per:

Name

Title

Name of Shareholder

List of Submitted Photographs

Brief Description	Project Date	Location

Village of Innisfree (CAO)

From: Ray Makowecki <Ray@enviromak.com>
Sent: January 4, 2019 7:18 AM
To: Robyn; Billy Kuryliw; Brad Hill; Del Kirchmayer; Dwayne Davidson; Executive WFAG; Garry Cunningham; Gerald High; Gord Blize (at home); Innisfree; Leonard Garner; Lois Robocon; Morris Komonasky; Pat Harris; Peter Dziwenka; Peter Varga; Roxanne Tatarch; Vincent Cusack
Cc: 'Darryl Smith'; 'Carole Romaniuk'; 'Martin Sharren'; 'Doug Butler'; 'Gaetan Richard'; 'hplontke@gmail.com'; 'haydendon@telus.net'; 'Brian Dingreville'; 'Wayne Lowry'; Jim Clarke; 'Clarence Makowecki'; Ian Stuart; Lyall Kortzman; Jarett Crosley; Rod Dyck
Subject: E190101 Zone 5 E181220 premier Minister AEP next step team Update and Fish Survey from AEP
Attachments: E180906 fontaine minister P3 IMG_20180906_0003.pdf; E180906 Fontaine minister P4 IMG_20180906_0004.pdf

FYI

From: Ray Makowecki
Sent: December 20, 2018 9:54 AM
To: 'AEP Minister' <AEP.Minister@gov.ab.ca>; 'Premiers.rsvp@gov.ab.ca' <Premiers.rsvp@gov.ab.ca>; 'PREM Correspondence' <premiercorrespondence@gov.ab.ca>
Subject: E181220 premier Minister AEP next step team Update and Fish Survey from AEP

Hello Premier Rachel Notley (and Minister Shannon Phillips)

Premier Notley and Minister Phillips, I am sending a copy of this message to you that has been sent to a large number of people that I represent and who are interested in harvesting Alberta's fish resources as food (consumptive anglers). Below you will see an earlier email to both of you in July 20, 2018. Also see your communication (attached) dated July 27, 2018 which you indicated that *"Harvest opportunities are viewed as a socio-economic benefit and an indicator of successful fisheries management."* The proposed Government of Alberta fishing regulations for 2019 indicates another 66 regulatory changes (mainly more restrictions) after 20 years of major restrictions. Fisheries management has failed in Alberta. On behalf of the Next Step Team and the Volunteer Biologists Group please ensure that no further fishing restrictions occur until after the third party independent science review for Walleye-Pike-Perch-Lake whitefish Management is completed and reviewed by the people.

Thank you and Merry Christmas and Best Wishes in the coming year.

Ray Makowecki

On Behalf of the Next Step Team and the Volunteer Biologists Group

Ray Makowecki, M.Sc., B.Ed., B.Sc., P. Biol., QAES

Volunteer Fish Biologist

Cellular: 780-918-5527

Email: ray@enviromak.com

COPY

JUL 27 2018

Alice and Tony Fontaine
4514 - 46 Avenue
St. Paul AB T0A 3A3

Dear Alice and Tony Fontaine:

Thank you for your letter concerning fishing regulations in Alberta. Honourable Rachel Notley, Premier of Alberta, has also received your comments and asked that I respond on behalf of the Government of Alberta.

Environment and Parks appreciates the passion and commitment Albertans have for sportfishing, and the pleasure many anglers experience in harvesting fresh fish from a lake. The fishing regulations guide efforts to share limited numbers of fish among many anglers, while balancing sustainability and conservation objectives. Our fisheries are not as productive and our lakes are not as numerous as other jurisdictions (e.g., Alberta has approximately 800 lakes with sport fish, compared to 100,000 in Saskatchewan). This inevitably affects sportfishing and harvest opportunities, particularly as the human population of the province continues to grow.

Lake trout in Cold Lake are a particularly challenging species to regulate because they are very slow growing. It takes approximately 12 years for a lake trout to grow to 65 centimetres in Cold Lake, and nearly 20 years to grow to 75 centimetres. The minimum size limit of 65 centimetres was introduced in 1995 as a management action to recover the population from past over harvest. At that time, a creel survey conducted to determine angler catch rates, effort, and harvest, estimated there were 7,233 angler trips on Cold Lake. The most recent creel survey estimated 33,000 angler trips on Cold Lake during the summer.

Accordingly, as fishing for lake trout became more popular, the 65 centimetre minimum size limit established in 1995 was no longer sustainable. The increased angler pressure meant that adults were being harvested faster than they could be replaced. Consequently, the 75 centimetre minimum size limit was introduced to protect spawning fish for an additional five to eight years of growth, to spawn sufficient offspring to offset harvest and hooking mortalities.

copy

Touchwood Lake has catch and release regulations for both northern pike and walleye. These regulations are based on the best available information regarding the historic, current, and desired state of the fishery. Both walleye and northern pike in Touchwood Lake would have historically been classified at a low risk to sustainability; however, those species are currently classified at a high risk. The objective, or desire, is to reduce the risk to a moderate level that Environment and Parks considers sustainable for recreational harvest to occur.

Stakeholder consultation is very important to the department whenever regulatory changes are being considered. Last autumn and winter, our department hosted extensive fisheries related public consultation and engagement opportunities. Input was gathered through stakeholder meetings, email, phone calls, Talk AEP, My Wild Alberta, Facebook, and Twitter. Based on the input received, we have committed to an independent review of Alberta's approach to managing fisheries and the science it is based upon.

Environment and Parks' goal is that all fish populations be sustainably managed to achieve a sufficiently healthy population to support harvest opportunities. Harvest opportunities are viewed as a socio-economic benefit and an indicator of successful fisheries management. The 2018 Alberta Guide to Sportfishing Regulations details the numerous fishing opportunities for many species, both catch and release, and harvest. The regulations can be found at www.albertaregulations.ca.

Additional information on how population status is determined, how fisheries management objectives are set, and how the regulations are determined is available at www.aep.alberta.ca by searching "fall index netting." For contact information for area fisheries biologist, search "fisheries and wildlife management area contacts."

Thank you again for writing to share your concerns. The Government of Alberta remains committed to protecting and enhancing Alberta's environment and ecosystems through responsible and innovative resource management and conservation.

Sincerely,



Shannon Phillips
Minister

LOAN APPLICATION DATES AND APPLICATION REQUIREMENTS

Please be advised that the next quarterly loans will be issued on **March 15, 2019**. In order to ensure that your application is processed for the next loan date, your application and supporting documents must be received by ACFA as follows:

SHAREHOLDER TYPE:	APPLICATION DEADLINE:	DOCUMENTS REQUIRED:
MUNICIPAL BORROWERS (Cities, towns, villages, regional authorities, counties, special areas, specialized municipalities, improvement districts, Metis settlements, municipal districts)	FEBRUARY 15, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of borrowing bylaw (valid as per Section 273 of the Municipal Government Act) on or before February 15, 2019 ✓ Debt Limit Worksheet (prepared based on Dec 31, 2018 year-end figures – internally generated reports accepted) ✓ Supporting documentation for your debt limit worksheet calculations ✓ Audited year-end financial statement (when available) ✓ Audited year-end financial information return (when available) ✓ Master Loan Agreement (if not previously submitted) ✓ Loan Calculator ✓ See additional requirements on the website under Loans - Borrowing Process if borrowing for land development, if within 25% of debt limits or have exceeded debt limits
EDUCATION AUTHORITIES (Post-Secondary)	JANUARY 31, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of board borrowing resolution ✓ Order in Council ✓ Opportunity paper or business case ✓ Debt Limit Worksheet (see website for form) ✓ Audited year-end financial statement ✓ Legal description of the relevant lands (if applicable) ✓ Legal counsel contact
EDUCATION AUTHORITIES (School Boards)	JANUARY 31, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of borrowing resolution ✓ A copy of the authorization by the Minister of Education to borrow under said by-law
HEALTH AUTHORITIES	JANUARY 31, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ A <u>certified copy</u> of board borrowing resolution ✓ Copies of all approvals required for the project ✓ Opportunity paper or business case ✓ Legal description of the relevant lands (if applicable) ✓ Legal counsel contact
AIRPORT AUTHORITIES	SEE CREDIT AGREEMENT	<ul style="list-style-type: none"> ✓ In accordance with applicable credit agreement between the authority and ACFA

Electronic submissions are accepted and no hard copies are required. Please submit your applications to webacfa@acfacapital.ca For further information and links to forms, please visit the ACFA website at <http://www.acfa.gov.ab.ca/nav/loans.html> or contact us at (780) 427-9711.