

Village of Innisfree
Regular Council Meeting
April 23, 2019
7:00 p.m.

1. Call to Order
2. Agenda
 - a. Deletions/Additions:
 - b. Adoption of Agenda
3. Delegations
 - a. 7:05 PM - Grant Bergman & Peggy Smith
[Minimum Tax](#)
4. Adoption of Minutes
 - a. [March 19, 2019 Regular Council Minutes](#)
5. Business Arising from the Minutes:
 - a. [Solar Ninjas – Solar Lighting Update](#)
 - b. [Sale of Land by Tender – Advertisement](#)
 - c. [Basement Flood – 4815 53 Street](#)
 - d.
6. Policies & Bylaws:
 - a. [Request for Decision – Village of Innisfree Municipal Development Plan](#)
 - i. [Municipal Development Bylaw No. 636-19](#)
7. New Business:
 - a. [Request to Waive Utility Charges](#)
 - b. [Minister Directive No. 2 – 10 Year Capital Plan - Barr Engineering Ltd.](#)
 - c. [National Day of Mourning – April 28, 2019](#)
 - d. [Signing Authority](#)
 - e. [Letter of Interest – Kalyna Country Primary Care Network](#)
 - f. [2018 Annual MMI FCSS Report](#)
 - g. [Support Canadian Energy/Campaign- Bill C-69](#)
 - h. [Notice to Tender - 2002 F-350 Super Duty Truck](#)
8. Councillor Reports
 - a. [Innisfree Parent School Council Report – Deb McMann](#)
 - b. [Emergency Management Interagency Meeting – Brooke Yaremchuk](#)
 - c. [Kalyna Country Meeting - Deb McMann](#)
9. Administration Reports
 - a. [CAO Report & Action List](#)
 - b. Financials
 - i. [Tax Trial Balance – March 31, 2019](#)
 - ii. [Utility Trial Balance – March 31, 2019](#)
 - iii. [Accounts Payable – Cheque Listing – March 31, 2019](#)
 - iv. [Revenue & Expenses – March 31, 2019](#)

- c. [Website Report](#)
- 10. Correspondence
 - a. [Cheryl Gallant, Member of Parliament letter dated April 5, 2019 regarding Bill C-68](#)
 - b. [Alberta Municipal Affairs Letter dated April 8, 2019 – Directive No. 1 of Ministerial Order No. 095/18](#)
 - c. [2019 ACFA AGM Registration and Agendas](#)
- 11. Closed Session Items (FOIP Sections 17 & 27)
 - a. [Personnel \(FOIP Section 17 & 27\)](#)
- 12. Adjournment
 - a.

Mon. Apr. 15, 2019

Request for Delegation re: minimum tax
for the Apr. 23, 2019 Innisfree Council
regular meeting

I would ask council to consider,
before passing their budget for 2019,
the following:

- that they may or may not have a minimum tax bylaw
- that they comply with the Viability Study and consult with ratepayers and citizens on budget and bylaws in a public meeting
- that if you have a minimum tax bylaw, it is different every year
- the impact of minimum tax on the sale of properties in Innisfree when minimum tax is not defined
- property owners have nothing to base or plan their taxes on
- please use the principle of ad valorem, which ensures fairness for all ratepayers in the Village.

Thank you

Sincerely,
Grant Bergman

Grant Bergman

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, March 19, 2019.

**CALL TO
ORDER**

Mayor Cannan called the meeting to order at 7:10 PM.

PRESENT

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

Public Attendance – Brian Topolniski arrived at 6:56 PM

Delegation Attendance – Grant Bergman & Peggy Smith arrived at 6:55 PM.

**AGENDA
2019-03-19/01**

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

Business Arising

C – AUMA Seniors Service Awards 2019

New Business:

G – Basement Flood – 4815 – 53 Street

Council Reports

B – MD of Minburn Report – Will Oudshoorn

C – Northern Lights Library Report – Will Oudshoorn

CARRIED

**DELEGATION –
GRANT
BERGMAN &
PEGGY SMITH
MINIMUM TAX
& LOTS FOR
SALE
2019-03-19/02**

Grant Bergman and Peggy Smith made a brief presentation to Mayor and Council regarding the public tender that was advertised for the Village owned vacant lots. Discussion took place regarding the wording of the tender. Mr. Bergman felt the advertisement lacked transparency and information. Mayor and Council assured Mr. Bergman and Ms. Smith that the advertisement will be re-issued and will include proper wording and information to help guide residents and business owners on how to submit tenders.

The delegation request was for Council to consider the results of minimum tax before Council passes their 2019 Minimum Tax Bylaw.

Moved by Councillor Oudshoorn that Council received Mr. Bergman's and Ms. Smiths presentation as information.

CARRIED

Mayor Cannan left the meeting at 7:32 PM.

Eldon Kostynuk, Dean Lindballe and Joan Anderson arrived at 7:34 PM.

Mayor Cannan arrived at the meeting at 7:34 PM.

**PAGE 2, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

**INNISFREE FIRE
DEPARTMENT -
QUARTERLY
UPDATE
2019-03-19/03**

The Innisfree Fire Chief Eldon Kostynuk, Deputy Fire Chief Dean Lindballe, and Treasurer/Secretary Joan Anderson made a brief presentation to Council regarding the Innisfree Fire Hall. The Fire Department reported on the responses received year to date, new members, equipment and building upgrades.

Moved by Councillor McMann that Council received the Innisfree Fire Department Presentation as information.

CARRIED

**MINUTES
2019-03-19/04**

Moved by Councillor Oudshoorn that the February 19, 2019 Regular Meeting Minutes be adopted as amended.

CARRIED

**AUMA SPRING 2019
MUNICIPAL
LEADERS CAUCUS
– MARCH 27 & 28,
2019
2019-03-19/05**

Moved by Deputy Mayor McMann that the AUMA Spring 2019 Municipal Leaders Caucus – March 27 & 28, 2019 be received as information.

CARRIED

**AUMA SENIORS
AWARDS 2019 –
UPDATE
2019-03-19/06**

Moved by Councillor Oudshoorn that the AUMA Seniors Awards – Update be received as information.

CARRIED

**SOLAR NINJAS –
SOLAR LIGHTING
UPDATE
2019-03-19/07**

Moved by Councillor Oudshoorn that the Solar Ninja's – Solar Lighting Update be deferred to the April 23, 2019 Council Meeting for further discussion.

CARRIED

Councillor McMann left the meeting at 8:11 PM

**RESCIND MOTION
#2019-09-19/04 –
SALE OF LAND BY
PUBLIC TENDER
2019-03-19/08**

Moved by Councillor Oudshoorn that motion #2019-09-19/04 – Sale of Land by Public Tender be rescinded.

CARRIED

**PAGE 3, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

**SALE OF LAND BY
PUBLIC TENDER –
ADVERTISEMENT
2019-03-19/09**

Moved by Councillor Oudshoorn that the Sale of Land by Public Tender Advertisement be brought to the April 23, 2019 Regular Council meeting for further discussion.

CARRIED

Deputy Mayor McMann returned to the meeting at 8:15 PM.

**MINISTERS
DIRECTIVES –
DRAFT TIMELINE
MINISTERIAL
ORDER NO.
MSL:095/18
2019-03-19/10**

Moved by Deputy Mayor McMann that the Minister Directives – Draft Timeline be approved as amended. Further that Council direct Administration to submit the timeline to Municipal Affairs by March 31, 2019 as per Ministerial Order No. MSL:095/18.

CARRIED

**LIBRARY BOARD
APPLICATION –
REQUEST FOR
APPROVAL
2019-03-19/11**

Moved by Deputy Mayor McMann that Council approve the Library Board Application as presented.

CARRIED

**BARR
ENGINEERING
PROPOSAL –
CAPITAL PLAN
2019-03-19/12**

Moved by Councillor Oudshoorn that Council approve Barr Engineering's proposal dated March 8, 2019 to review, summarize and develop and Capital Plan based on the 2006 Infrastructure audit presented by AMEC Foster Wheeler.

CARRIED

**EMAIL DATED
MARCH 8, 2019 –
BIRCH LAKE
RECREATION SITE
2019-03-19/13**

Moved by Deputy Mayor McMann that Council direct Administration to notify Ms. Joanne Delorande and inform her that the Village does not intend to apply or renew a license of occupation for the water lot located at the Birch Lake Marina.

CARRIED

**BASEMENT FLOOD
– 4815 53 STREET
2019-03-19/14**

Moved by Councillor Oudshoorn that Council table the Basement Flood – 4815 53 Street items to the April 23, 2019 Council meeting.

CARRIED

**PAGE 4, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

**COUNCILLOR
REPORTS
2019-03-19/15**

Moved by Deputy Mayor McMann that the following Councillor Reports be approved as information.

CARRIED

**CAO REPORT,
ACTION LIST,
FINANCIALS AND
WEBSITE REPORT
2019-03-19/16**

Moved by Councillor Oudshoorn that the Chief Administrative Officers Report, Action List, Financials and Website Report be approved as presented.

CARRIED

**CORRESPONDENCE
2019-03-19/17**

Moved by Councillor Oudshoorn that the following Correspondence be filed as information.

CARRIED

Brian Topolniski left the meeting at 9:26 PM.

**CLOSED SESSION
ATTENDANCE**

Mayor Cannan, Deputy Mayor McMann, Council Oudshoorn and Chief Administrative Officer Brooke Yaremchuk

**CLOSED SESSION
2019-03-19/18**

Moved by Deputy Mayor McMann that Council move into closed session at 9:27 PM to discuss personnel as per FOIPP Sections 17 & 27.

CARRIED

**OPEN SESSION
2019-03-19/19**

Moved by Deputy Mayor McMann that Council come out of closed session at 9:45 PM.

CARRIED

**PERSONNEL
2019-03-19/20**

Moved by Councillor Oudshoorn that table this item to the April 23, 2019 Regular Council meeting for further discussion.

CARRIED

**PAGE 5, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

ADJOURNMENT

Councillor Oudshoorn adjourned the meeting at 9:49 PM.

Mayor

Chief Administrative Officer

**PAGE 2, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

**INNISFREE FIRE
DEPARTMENT -
QUARTERLY
UPDATE
2019-03-19/03**

The Innisfree Fire Chief Eldon Kostynuk, Deputy Fire Chief Dean Lindballe, and Treasurer/Secretary Joan Anderson made a brief presentation to Council regarding the Innisfree Fire Hall. The Fire Department reported on the responses received year to date, new members, equipment and building upgrades.

Moved by Councillor McMann that Council received the Innisfree Fire Department Presentation as information.

CARRIED

**MINUTES
2019-03-19/04**

Moved by Councillor Oudshoorn that the February 19, 2019 Regular Meeting Minutes be adopted as amended.

CARRIED

**AUMA SPRING 2019
MUNICIPAL
LEADERS CAUCUS
– MARCH 27 & 28,
2019
2019-03-19/05**

Moved by Deputy Mayor McMann that the AUMA Spring 2019 Municipal Leaders Caucus – March 27 & 28, 2019 be received as information.

CARRIED

**AUMA SENIORS
AWARDS 2019 –
UPDATE
2019-03-19/06**

Moved by Councillor Oudshoorn that the AUMA Seniors Awards – Update be received as information.

CARRIED

**SOLAR NINJAS –
SOLAR LIGHTING
UPDATE
2019-03-19/07**

Moved by Councillor Oudshoorn that the Solar Ninja's – Solar Lighting Update be deferred to the April 23, 2019 Council Meeting for further discussion.

CARRIED

Councillor McMann left the meeting at 8:11 PM

**RESCIND MOTION
#2019-09-19/04 –
SALE OF LAND BY
PUBLIC TENDER
2019-03-19/08**

Moved by Councillor Oudshoorn that motion #2019-09-19/04 – Sale of Land by Public Tender be rescinded.

CARRIED

Village of Innisfree (CAO)

From: Mike Thomas <mike@solar ninjas.energy>
Sent: February 21, 2019 12:51 PM
To: Village of Innisfree (CAO)
Subject: Re: Attached SolarNinjas 4 Sites Document

Hello Innisfree!

Yes, we would be able to swing into action fairly quickly as our basic project drawings are complete and just need updating before moving ahead.

Those two sites (village office and municipal works facility across the back road) are close together and would enjoy some freight savings and productivity savings. Both could be executed at the same time. We could schedule this work in late april or early may depending on weather and how quickly we get through engineering and FORTIS approvals. Each facility would take approximately 4 to 5 days to install completely.. both together we hope to accomplish in 7 to 8 days if we can combine them fully.

In order to proceed that quickly we would need confirmation from council that you wish to proceed, a deposit of \$3,000 per site for permits and engineering completion (non refundable) and then we would start moving through the FORTIS and Engineering approval process as quickly as they will allow. I will prepare an engagement letter in advance for you to consider at the council meeting and email it to you shortly.

I would update the equipment choices based on the most current available products and prices (which have not changed much) and give you a revised final estimate for each project within about 1 week of your deposits. We would also update your expected rebates and confirm those details.

Work would proceed based on available scheduling at that point. I would hire 1 labourer from inside Innisfree for the projects, and also connect with your favourite local electrician to ensure they are familiar with what we're doing and available to learn/help if needed.

We would also discuss the best ways to involve your public relations and community support efforts so that people are excited and interested in whats going on.. and provide you with great photo/video material during the jobs and afterwards.



Michael Thomas - Principal
mike@solar ninjas.energy / 780 920 9120

[Http://www.SolarNinjas.Energy](http://www.SolarNinjas.Energy)



On Thu, Feb 21, 2019 at 12:26 PM Village of Innisfree (CAO) <cao@innisfree.ca> wrote:

Hello Mike,

The Village of Innisfree is still discussing the addition of Solar Lighting at the 4 Locations mentioned in your presentation. However we had a few questions we are hoping you could assist us with.

The Village is interested in having solar panels installed only at the Village Office and Public Works Facility at this time. Should the Village decide to go forth with this project, what kind of a timeline would we be looking at for construction, installation, etc. Would this be a project we could start this spring? We are just looking for some sort of a projection that we can review. We will be bringing this back to the March 19 Council meeting and hope to have a final decision for you.

We look forward to hearing from you.

Regards,

Brooke Yaremchuk

Chief Administrative Officer

Village of Innisfree

Phone: (780) 592-3886

Cell: (780) 581-3380

Email: cao@innisfree.ca

Website: www.innisfree.ca

From: Mike Thomas <mike@solar ninjas.energy>
Sent: November 22, 2018 3:14 PM
To: Village of Innisfree (CAO) <cao@innisfree.ca>
Subject: Re: Attached SolarNinjas 4 Sites Document

Its a PDF (universal document format), if it wont open, install adobe acrobat free reader <https://get.adobe.com/reader/>

If the problem is it wont download, thats from a different email address so im attaching a reduced size copy to this email for you.



Solar Ninjas

ENERGY SOLUTIONS Ltd.



780 920 9120



mike@solarninjas.energy



www.SolarNinjas.Energy

Introduction

This summary document outlines the potential for four sites chosen for consideration as solar installations. They are presented in order with benefits and details documented for each and budget summaries combined at the end.

During the course of this design period:

- An additional “first time” applicant rebate has come available to you from the Municipal Climate Change Action Centre over and above the existing rebate.
- Wires owners (ATCO) have updated and tightened their criteria for approving solar installations dramatically, forcing changes to our plans.

While I am not able to be there in person for your November Council meeting (Nov 21 2018) I will be available to teleconference in for questions and discussion and would be happy to come out on another date to speak individually or as a group at your convenience. There is a great deal of information here to digest.

My conclusions are that all 4 sites are viable and beneficial and while two happen to be surplus generators the other two have significant cost offset and other benefits to consider due to location and future uses.

Please keep in mind that we are proposing long-life cycle products here with serious benefits extending out 5 to 50 years. As 5 new natural gas power plants worth billions come online to add costs to power bills, and governments change resulting in the potential elimination of direct incentives for these projects I urge consideration on a number of fronts.

Thank you for your time, attention, support and consideration!

Please phone me directly at any time at 780 920 9120 to discuss or clarify any detail.

Michael Thomas – Principal – SolarNinjas Energy Solutions Ltd.



Structural Notes

Water Treatment Plant

- Screw piles to be engineered and documented for structural load support
- Ground conditions may require additional lengths and above-ground adjustment to level base plates
- Non Adjustable Racking suggested – Extra attention paid to wind loading

New Public Works

- Anchors must be seated into full trusses, requiring additional strapping material to be installed as needed.
- 3/4 Inch plywood strips to be used as decking (permanent) inside attic to improve walkability for worker and material
- Surface wiring to electrical panel to utilize cantress (unistrut) mounted across studs in-wall.

Village Office

- Vaulted ceilings and age of building necessitate additional care to ensure centre truss anchor installation

Rv Park

- Screw piles to be engineered and documented for structural load support
- Non Adjustable Racking suggested – Extra attention paid to wind loading

No serious negative structural engineering issues identified on any project site

Site Protection Notes

Water Treatment Plant

- Consider chain link fence with access gate on one side facing the access to existing pump house to remove driving access & simplify buried electrical.
- Consider chain link fence along full length behind array and across the bottom to existing short fence.
- Posts can be installed after screw piles to avoid potential buried line issues after PV installation, completion at some point in the future as needed.
- Double layer landscape cloth and gravel suggested under arrays to eliminate future landscape maintenance (spray once per year with light vinegar/salt-water combo or every several years with approved herbicide from a backpack sprayer)

New Public Works

- No special protection notes
- Protected by location (roof)

Village Office

- No special protection notes
- Protected by location (roof)

Rv Park

- Consider all 4 sides chain link fencing (distance from array and height to be determined)
- Determine level of desired access control and aesthetic balance based on local concerns regarding vandalism or theft and base fencing type and distances on that assessment.
- Consider addition of trail-cam or other motion sensing video monitoring from 2 angles of approach
- Post signage telling the story of the project and intentions of council to encourage buy-in and deter vandalism by community engagement
- Consider planting wild roses or other thorny bushes on slope and to sides of installation area, which can be both beautiful and a low cost deterrence against rear-approach to system from highway and parkland.
- Immediate area under arrays to be converted to sand or gravel on landscape fabric, additional attention to be paid to maintaining natural grassy beauty outside the footprint while limiting maintenance to maybe one annual cutting.

Project Safety Notes

Water Treatment Plant

- Ensure Alberta-One-Call Report is filed before start of project
- Screw Pile Installation by third party must be insured and follow an equivalent or superior Health & Safety Program to SolarNinjas
- Co-Ordinate with local site management regarding final power connection to ensure safe interconnecting work and no unplanned power outages at facility
- Designated worker for emergency response notification and attendance
- Additional grounding points at array required

New Public Works

- 40ft extension ladder required (devise tie-off method at roofline)
- Specialty fall arrest required (ground based or permanent roof installation on opposite slope) with site specific safety plan
- Full Mask Respirator inside attic space

Village Office

- Standard residential rooftop fall arrest anchor system use
- Nearby overhead power and telecom lines in vicinity of preferred access locations
- Electrical panel replacement for safety advised

Rv Park

- Ensure Alberta-One-Call Report is filed before start of project
- Screw Pile Installation by third party must be insured and follow an equivalent or superior Health & Safety Program to SolarNinjas
- Long distance trench work will require sawhorse, large cone, stake and rope or other barricade while open
- Nearby live underground electrical infrastructure (low voltage single phase)
- Work area next to meter base and distribution cabinet to be barricaded off with rope access
- Additional grounding points at arrays required

Media Plan

Depending on the extent and scope of selected projects. We propose using the following tools to maximize the exposure Innisfree will receive from going solar.

- Engage with Brazeau County – Drayton Valley Area where a robust “top-up” solar rebate is in place and cross promote as municipalities taking charge of this sector. They have a massive online community reach and friendly local press which leads to mass media stories.
- Ensure HiWay16 News follows the projects and progress with regular updates.
- Directly engage the local public in the following ways
 - Physical notices and invitations to engage to properties within viewable range of projects
 - Town notice boards and email/mailling list notices for all residents
 - Key business/farm/local government personal outreach to their private networks to notify and support.
 - Town social media and website consistent updates and conversation
- Well written press release to several hundred Alberta media organizations, newsdesks, personalities, and tiplines. (This can require paid access for a small fee to an up to date press release roster of up to several thousand contacts)
- Targeted invitations to CBC, TheTye, GreenBusiness Magazine, Green Energy Futures, Local Members of Parliament and Legislature, relevant provincial and federal government departments/ministries, organizations like Decentralised Energy Canada, NAIT/UofA/Vermillion & Related renewable energy program heads and student groups.
- Outreach to neighbouring municipalities to participate in post-installation celebration and study of system results.
- Ground and Drone based photo and video media generated and utilized for promotion for years to come, released to media with pre-written news-blurbs and ready to release short articles.
- Large highway sign/road sign near RV Park and Innisfree turnoff at gas station in partnership with SolarNinjas for promotion and invitation to the public (in conjunction with electric vehicle charging especially at RV park and town centre office/public works)
- Social media paid ads (blog posts, website page, SM Posts) targeting the geographical region to ensure full capture.
- Pre-Written talking points issued to all stakeholders, local representatives, and interested parties covering:
 - Environmental Benefits of solar at municipal scale
 - Reduced ongoing utility costs
 - Cost certainty for utilities having pre-paid for system installation
 - Technological merit and legitimacy of moving into the future with green technology
 - Other key points as desired

Electrical Notes

Water Treatment Plant

- Ensure Alberta-One-Call Report is filed before start of project and private locators if needed to mark with extra care and attention around building exterior wall
- PVC Conduit underground suggested with sleeves at points of entry/exit from grade
- Hand Trenching inside fence-line around pump house, mechanical trenching permitted outside fence-line

New Public Works

- EMT Conduit on interior wall surface to ceiling penetration area
- Additional Strapping for strength
- Rooftop AC combiner box will be required with AC Circuit Breakers (Rail Mounted @ south end of solar array. Nema4 stainless.

Village Office

- Surface wiring on rear of building advised with teck to PVC transition
- Nearby overhead power and telecom lines in vicinity of preferred access locations
- Electrical panel replacement for safety advised

Rv Park

- Ensure Alberta-One-Call Report is filed before start of project
- Ensure accurate site drawings map precise underground wire locations from array to main utility interaction point.
- Consider additional protection at mid-depth (pressure treated lumber, extra layer of barrier warning tape)
- PVC Conduit (sleeved) for main home run from main combiner box at arrays
- Teck Cable as needed between inverters and main AC combiner at arrays
- 2 ground points per array independent of screw piles (ground rods)

Innisfree Water Treatment Plant

Using 4 year average consumption this site appears to average ~85% energy offset or a real dollars direct energy generation value of approximately \$2128 per year initially using August 2018 energy prices. Annual billing for the most recent 12 month period was approximately \$6,000.

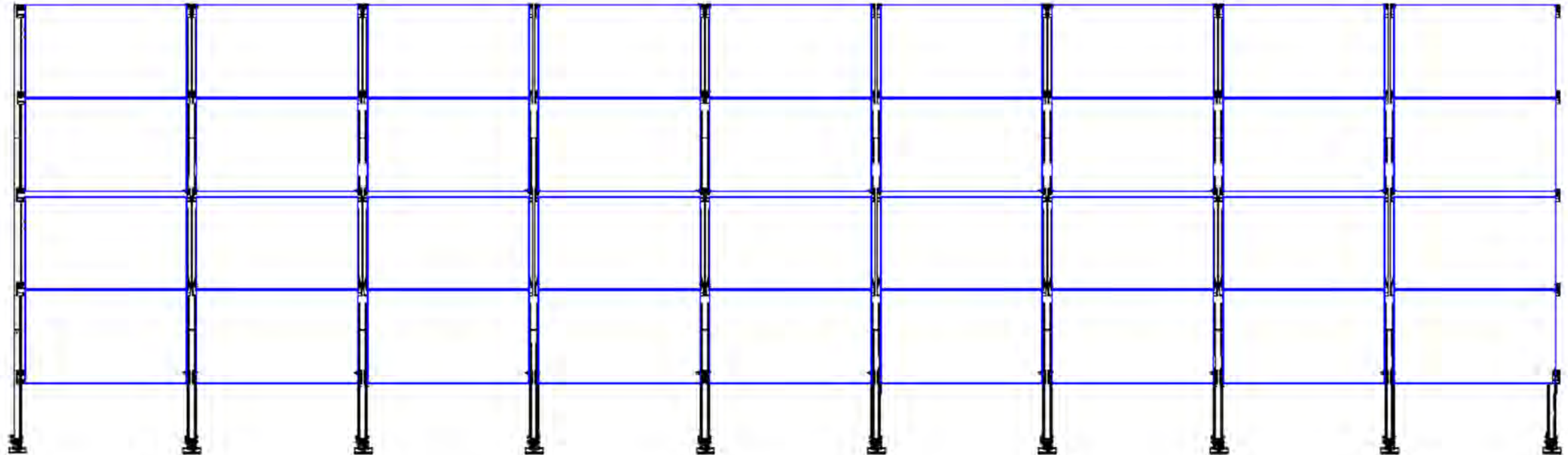
This savings would scale upwards with the increasing costs of energy from increased demand and from newly constructed power plants (billions of dollars worth) coming online in the next handful of years. This represents a shield against future energy costs that scales upward with the future price of energy.

Transmission and distribution costs would also be impacted in your benefit. These charges are combined on your billing and therefore impossible to calculate specifically however the TRANSMISSION portion tends to be directly tied to KWH energy consumption and would therefore reduce by a portion equivalent to your energy offset. Distribution costs tend to remain the same and are charged as a flat rate. This extra savings on a commercial site this size may range in the \$500 to \$1,000 annual savings, but cannot be specifically estimated at this time. These savings would also scale up with the costs of transmission increasing.

A benefit from a large visible feature such as this added to the landscape enhances the prestige of the municipality and its ability to attract and retain residents, businesses and investment.



GROUND MOUNT SOLAR PANELS - FRONT VIEW



SolarNinjas Energy Solutions Ltd.
#724, 10301 104 St Edmonton AB
weshouldhire@solar ninjas.energy
[Http://www.SolarNinjas.Energy](http://www.SolarNinjas.Energy)
Phone : (780) 920.9120

Client:

Site ID:

Land Desc.:

Address:

Prepared by: Oluwaseyi Adebola

Front View -

Ground Mount Solar Panels

Date: October 2, 2018

System KW AC/DC:

Page 20

Array KW AC/DC:

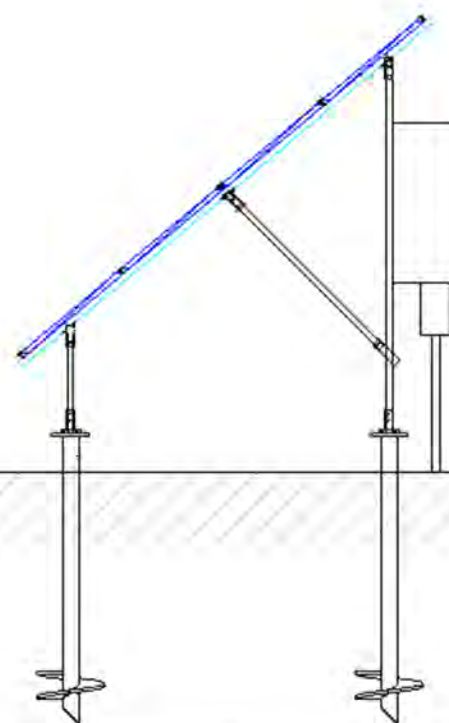
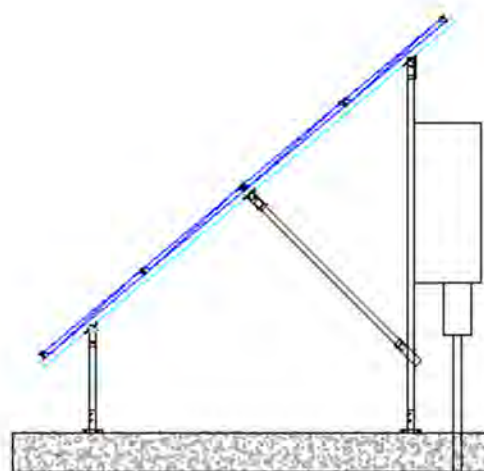
Drawing No.

2

GROUND MOUNT SOLAR PANELS - SIDE VIEW

CONCRETE BALLAST

HELICAL/SCREW PILES



Base Height Adjustable



SolarNinjas Energy Solutions Ltd.
#724, 10301 104 St Edmonton AB
weshouldhire@solarninjas.energy
[Http://www.SolarNinjas.Energy](http://www.SolarNinjas.Energy)
Phone : (780) 920.9120

Client:
Site ID:
Land Desc.:

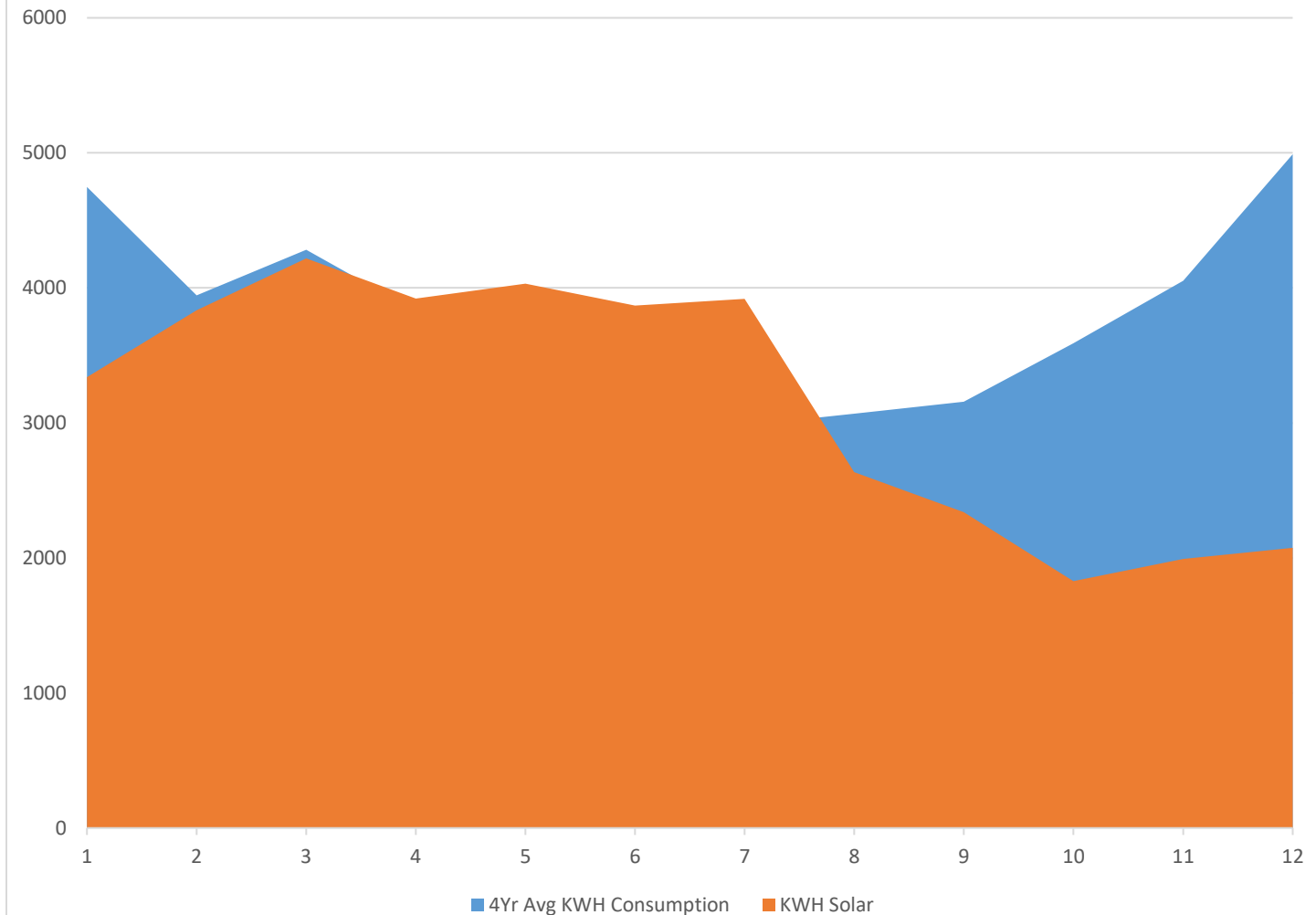
Address:
Prepared by: Oluwaseyi Adebola
Side View -
Ground Mount Solar Panels

Date: October 2, 2018
System KW AC/DC:
Page 21
Array KW AC/DC:

Drawing No.

1

Water Treatment Plant



Estimate Month	4Yr Avg KWH Consumption	KWH Solar	Difference KWH	Energy Offset
1	4747.5	3339.6	1407.9	70.34%
2	3945	3834.4	110.6	97.20%
3	4282.5	4218.5	64	98.51%
4	3827.5	3920.5	-93	102.43%
5	3577.5	4030.5	-453	112.66%
6	2745	3869.9	-1124.9	140.98%
7	2982	3918.5	-936.5	131.41%
8	3067.5	2636.5	431	85.95%
9	3157.5	2338.8	818.7	74.07%
10	3590	1829	1761	50.95%
11	4053.333	1992.7	2060.633	49.16%
12	4990	2075	2915	41.58%
Total or Average	44965.333	38003.9	6961.433	84.52%

WTP Ground Mount (Trina365s+SE) Innisfree WTP, Innisfree AB

Report	
Project Name	Innisfree WTP
Project Address	Innisfree AB
Prepared By	Michael Thomas mike@solarninjas.energy

System Metrics	
Design	WTP Ground Mount (Trina365s+SE)
Module DC Nameplate	26.3 kW
Inverter AC Nameplate	28.8 kW Load Ratio: 0.91
Annual Production	38.65 MWh
Performance Ratio	82.4%
kWh/kWp	1,470.8
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)
Simulator Version	9b6ea3edba-740144e756-4cf1ffc4d-a6b7ed69dd

Project Location

Monthly Production

Month	GHI (kWh/m²)	POA (kWh/m²)	Shaded (kWh/m²)	Nameplate (kWh)	Grid (kWh)
January	34.8	100.9	100.9	2,386.2	2,338.8
February	55.7	115.3	115.3	2,726.8	2,636.5
March	109.5	171.1	171.1	4,213.0	3,918.5
April	142.4	177.5	177.5	4,351.0	3,869.9
May	180.8	189.9	189.9	4,632.3	4,030.5
June	192.5	189.4	189.4	4,613.0	3,920.5
July	203.8	207.6	207.6	5,062.8	4,218.5
August	161.8	185.3	185.3	4,524.3	3,834.4
September	110.0	158.1	158.1	3,881.5	3,339.6
October	68.1	122.2	122.2	3,008.6	2,723.3
November	35.9	89.3	89.3	2,106.7	1,992.7
December	25.1	78.8	78.8	1,859.8	1,829.0

Sources of System Loss



🏠 Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,320.4	
	POA Irradiance	1,785.3	35.2%
	Shaded Irradiance	1,785.3	0.0%
	Irradiance after Reflection	1,732.2	-3.0%
	Irradiance after Soiling	1,647.9	-4.9%
	Total Collector Irradiance	1,647.9	0.0%
Energy (kWh)	Nameplate	43,366.0	
	Output at Irradiance Levels	43,136.6	-0.5%
	Output at Cell Temperature Derate	40,603.2	-5.9%
	Output After Mismatch	40,603.1	0.0%
	Optimizer Output	40,115.9	-1.2%
	Optimal DC Output	40,070.4	-0.1%
	Constrained DC Output	40,047.9	-0.1%
	Inverter Output	38,846.5	-3.0%
	Energy to Grid	38,652.3	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		7.1 °C	
Avg. Operating Cell Temp		25.4 °C	
Simulation Metrics			
Operating Hours		4602	
Solved Hours		4602	

🏠 Condition Set												
Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type		a		b		Temperature Delta					
	Fixed Tilt		-3.56		-0.075		3°C					
	Flush Mount		-2.81		-0.0455		0°C					
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	8	8	4	4	4	4	4	4	4	4	8	8
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module							Characterization				
	TSM-DE14A(II) PERC MONO 365 (Trina Solar)							Spec Sheet Characterization, PAN				
Component Characterizations	Device							Characterization				
	P400 NA (SolarEdge)							Mfg Spec Sheet				
	SE14.4KUS (SolarEdge)							CEC				

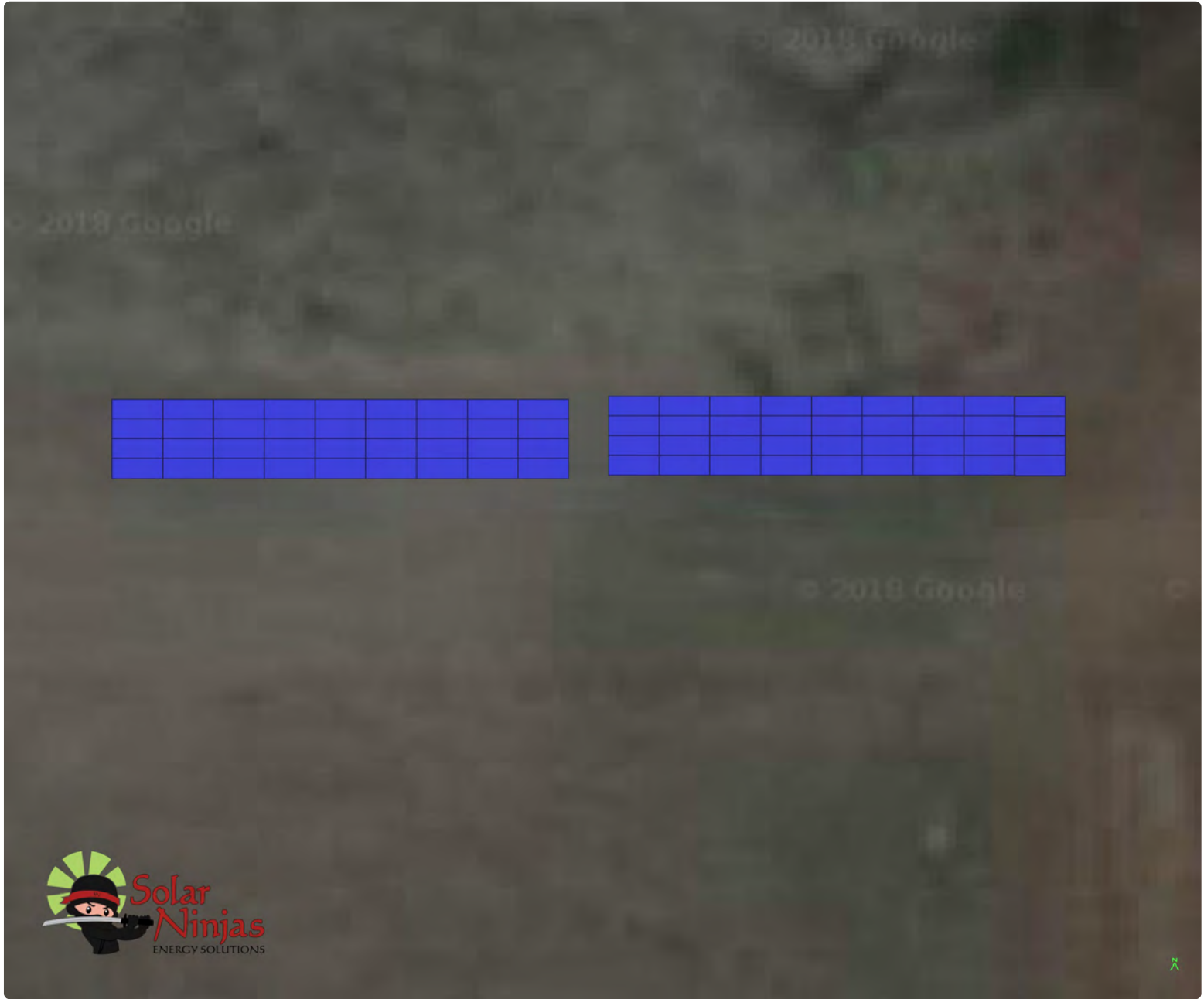
Components		
Component	Name	Count
Inverters	SE14.4KUS (SolarEdge)	2 (28.8 kW)
Strings	10 AWG (Copper)	5 (30.2 m)
Optimizers	P400 NA (SolarEdge)	72 (28.8 kW)
Module	Trina Solar, TSM-DE14A(II) PERC MONO 365 (365W)	72 (26.3 kW)

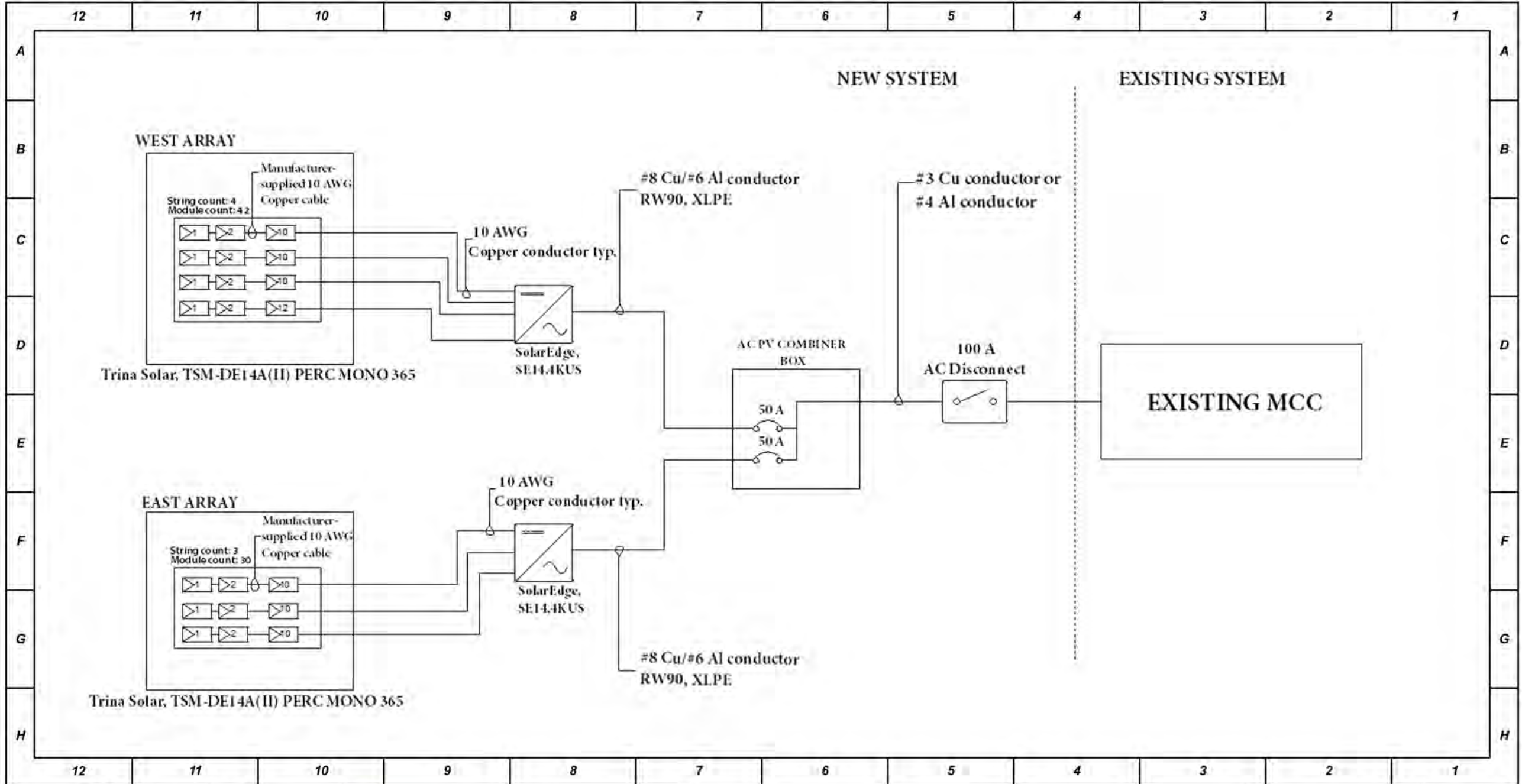
Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
East	12	9-16	Along Racking


Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
East	Flush Mount	Landscape (Horizontal)	40°	180°	2.4 m	4x1	12	36	13.1 kW
West	Flush Mount	Landscape (Horizontal)	40°	180°	2.4 m	4x1	9	36	13.1 kW



Detailed Layout





72x Trina Solar Modules: TSM- 365	Capacity: 26.28kWDC		SolarNinjas Energy Solutions Ltd. #724, 10301 104 St Edmonton AB weshouldhire@solar ninjas.energy Http://www.SolarNinjas.Energy Phone : (780) 920.9120	Client: Water Treatment	Address:	Date: October 2, 2018	Drawing No. <div>1</div>
2x Solar Edge Inverter: SE14-4KUS				Site ID:	Prepared by: Oluwaseyi Adebola	System KW AC/DC: 18.8/26.28	
				Land Desc.:	SINGLE-LINE DIAGRAM	Array KW AC/DC:	

Innisfree New Public Works Building

The new public works building has a long future of expanding usage including transition to electric equipment & vehicles. It has a beneficial roof slope for solar. So beneficial in fact that it is indicating a strong annual surplus of energy that we will have to document a plan for in order to meet ATCOs interpretation of the Micro-Generation Regulation. The system will completely maximize the electrical panel, without exceeding one third of the roof space leaving lots of room for future upgrades.

Solar energy value using September 2018 rates are initially almost \$670 per year. Energy billing for the previous 12 months was only \$618 for energy and a total of \$2485 including GST and transmission/distribution costs.

Based on 3year averages, solar is estimated to offset 135% of energy consumption at the site however the previous 12 months would have been a 149% offset indicating strong efficiency gains. Transmission savings will magnify this amount.

This site matches equipment with the village office and in combination would net some additional equipment cost and installation time savings.



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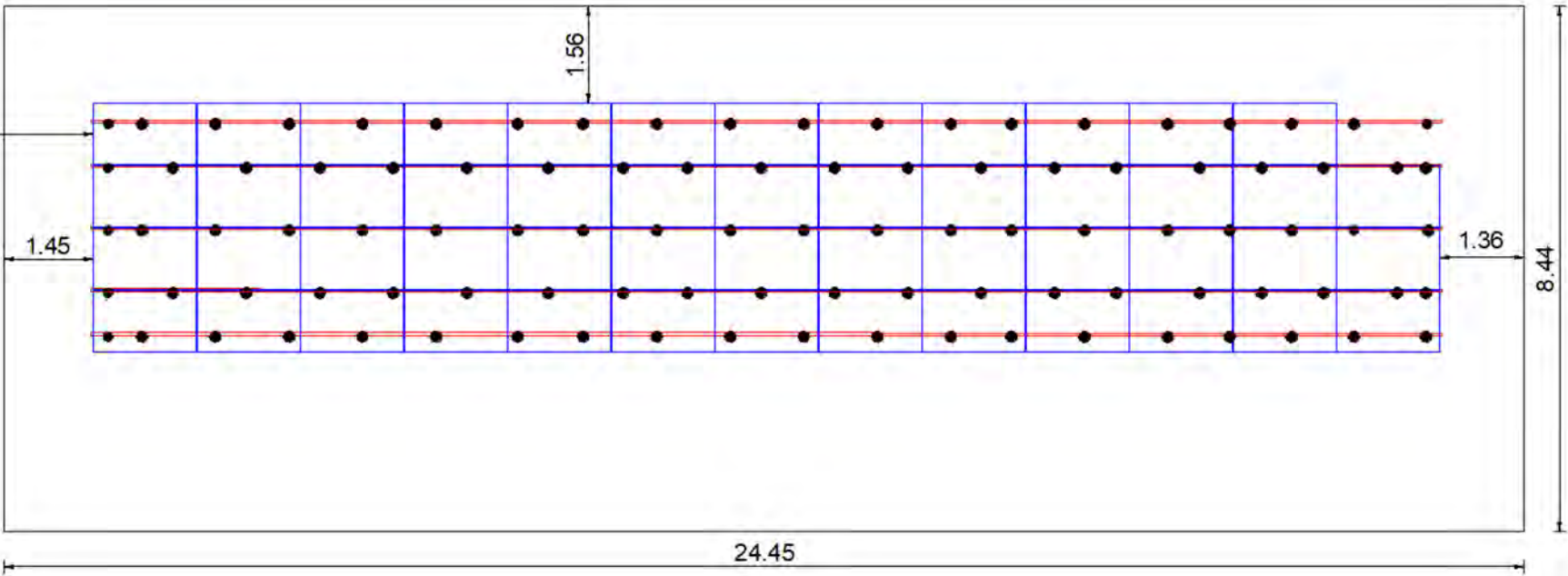
G

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ALL DIMENSIONS IN METERS

Surface of roof material to top
of solar module less than 6"




Existing Structure is capable of supporting
extra loads of the array being installed

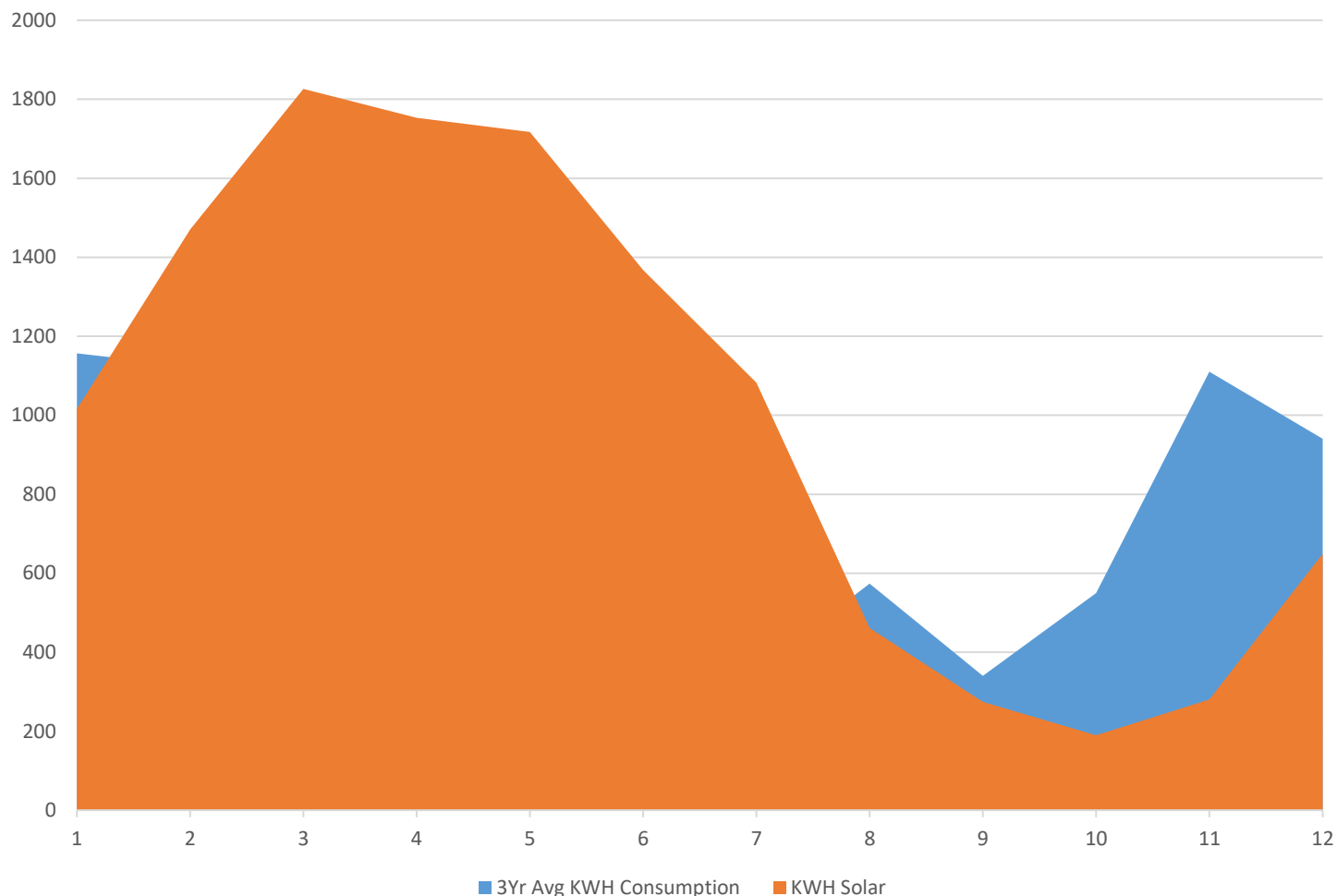
For Structural Engineering only

- ☐ Roof Vent Roof vent shall be moved as required
- Rail Rail: Kinetic rapid rail, Extruded Aluminium, Alloy 6060 SF - T54
- Anchor Anchor: Kinetic 5 inch welded hanger bolt with additional strapping as required

Andy Smith P.Eng
3715 65 St NW
Edmonton AB T6L1V2
780 604 4259
For Structural Engineering only

38x Trina Solar Modules: TSM- 300	Capacity: 11.4kWDC		SolarNinjas Energy Solutions Ltd. #724, 10301 104 St Edmonton AB weshouldhire@solar ninjas.energy Http://www.SolarNinjas.Energy Phone : (780) 920.9120	Client: Innisfree Village Public Works Building	Address:	Date: September 04, 2018	Drawing No. 1
Inverter: 20x APS YC500i	Azimuth: 90°		Site ID:0010042971613	Prepared by: Oluwaseyi Adebola	System KW AC/DC: 9.50/16.4		
Tilt: 9.5°			Land Desc.:	EAST ARRAY LAYOUT	Array KW AC/DC:		

New Public Works

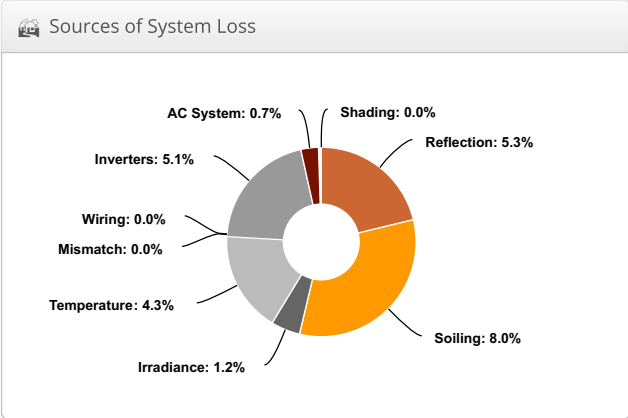
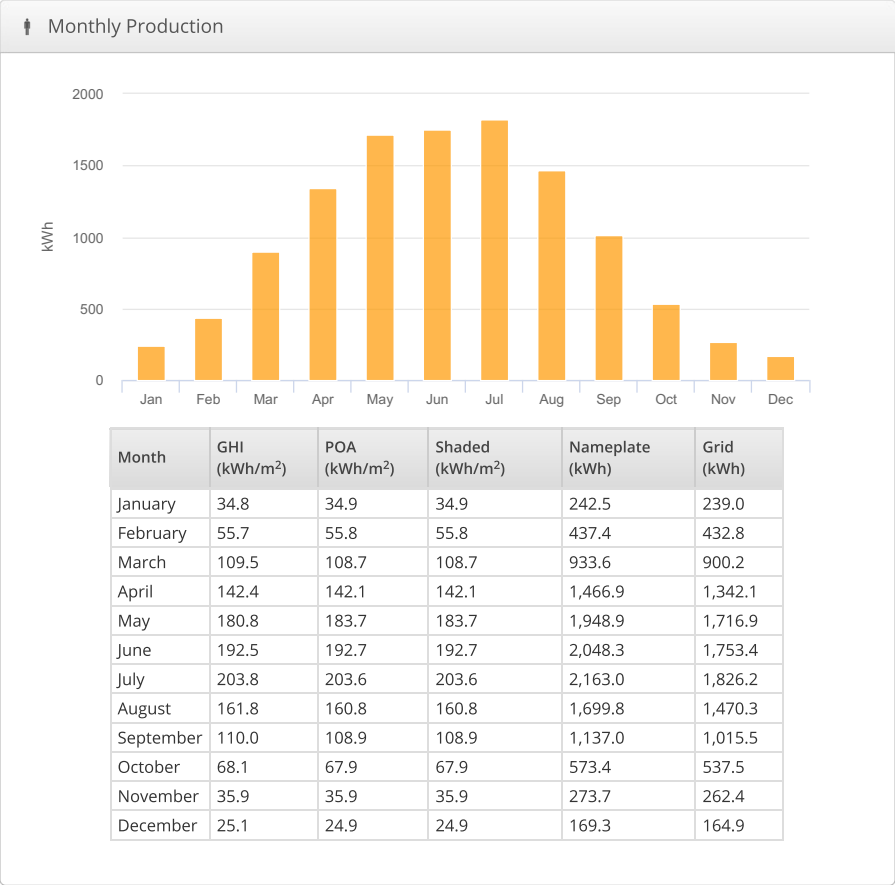
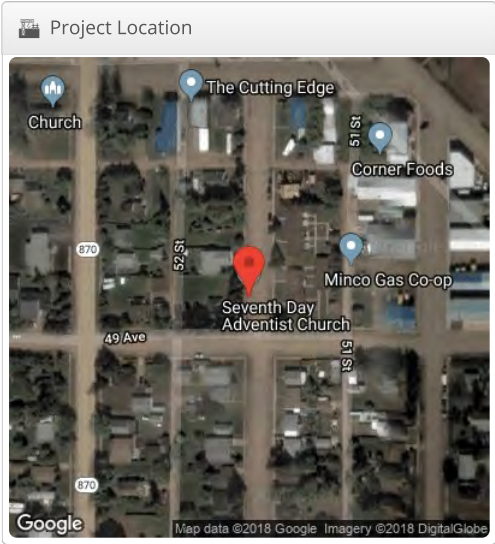


Estimate Month	3Yr Avg KWH Consumption	KWH Solar	Difference KWH	Energy Offset
1	1156.667	1015.6	141.067	87.80%
2	1123.333	1470.3	-346.967	130.89%
3	1123.333	1826.2	-702.867	162.57%
4	870	1753.4	-883.4	201.54%
5	460	1716.9	-1256.9	373.24%
6	326.666	1368	-1041.334	418.78%
7	353.3333	1082.4	-729.0667	306.34%
8	573.3334	461.7	111.6334	80.53%
9	340	274.2	65.8	80.65%
10	550	189.7	360.3	34.49%
11	1110	280.4	829.6	25.26%
12	940	649.4	290.6	69.09%
Total or Average	8926.6657	12088.2	-3161.5343	135.42%

38 Module Yc500i Innisfree Public Works Building, Innisfree, AB T0B 2G0

Report	
Project Name	Innisfree Public Works Building
Project Address	Innisfree, AB T0B 2G0
Prepared By	Michael Thomas mike@solarinjas.energy

System Metrics	
Design	38 Module Yc500i
Module DC Nameplate	11.4 kW
Inverter AC Nameplate	9.50 kW Load Ratio: 1.20
Annual Production	11.66 MWh
Performance Ratio	77.5%
kWh/kWp	1,022.9
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)
Simulator Version	1468d8055c-52441aee5c-623e099696-b542d03352





🏠 Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,320.4	
	POA Irradiance	1,320.0	0.0%
	Shaded Irradiance	1,320.0	0.0%
	Irradiance after Reflection	1,250.7	-5.3%
	Irradiance after Soiling	1,150.0	-8.0%
	Total Collector Irradiance	1,150.0	0.0%
Energy (kWh)	Nameplate	13,093.8	
	Output at Irradiance Levels	12,932.6	-1.2%
	Output at Cell Temperature Derate	12,373.1	-4.3%
	Output After Mismatch	12,367.4	0.0%
	Optimal DC Output	12,367.4	0.0%
	Constrained DC Output	12,381.5	0.1%
	Inverter Output	11,748.7	-5.0%
	Energy to Grid	11,661.2	-0.7%
Temperature Metrics			
Avg. Operating Ambient Temp		7.1 °C	
Avg. Operating Cell Temp		19.9 °C	
Simulation Metrics			
Operating Hours		4602	
Solved Hours		4602	

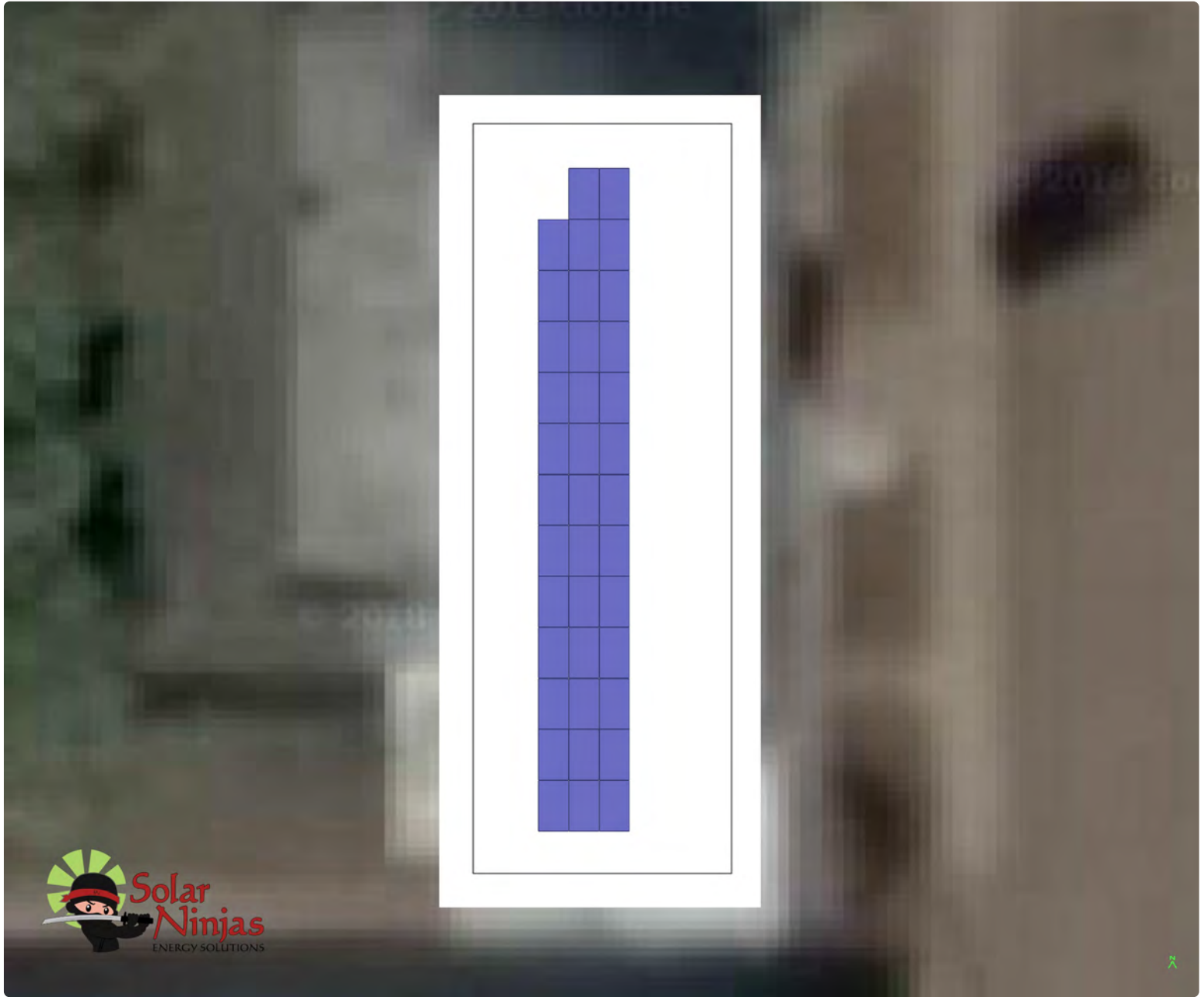
Components		
Component	Name	Count
Inverters	YC500i (240V) (APS)	19 (9.50 kW)
AC Panels	3 input AC Panel	1
AC Home Runs	12 AWG (Copper)	1 (55.7 m)
AC Branches	8 AWG (Copper)	3 (60.5 m)
Module	Trina Solar, TSM-DD05A(II) 300W (300W)	38 (11.4 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
East Zone	12	1-1	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
East Section	Flush Mount	Landscape (Horizontal)	9.5°	90°	0.0 m	1x1	38	38	11.4 kW

Condition Set												
Description		Condition Set 1										
Weather Dataset		TMY, 10km Grid, meteonorm (meteonorm)										
Solar Angle Location		Meteo Lat/Lng										
Transposition Model		Perez Model										
Temperature Model		Sandia Model										
Temperature Model Parameters	Rack Type	a		b		Temperature Delta						
	Fixed Tilt	-3.56		-0.075		3°C						
	Flush Mount	-2.81		-0.0455		0°C						
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	30	25	20	5	3	3	3	3	3	20	25	30
Irradiation Variance		5%										
Cell Temperature Spread		4° C										
Module Binning Range		-2.5% to 2.5%										
AC System Derate		0.50%										
Module Characterizations	Module							Characterization				
	TSM-DD05A(II) 300W (Trina Solar)							Spec Sheet Characterization, PAN				
Component Characterizations	Device							Characterization				
	YC500i (240V) (APS)							Spec Sheet				

Detailed Layout



Innisfree Village Office

The Village Office represents a residential type solar installation and would be a beautiful showpiece. There are many opportunities to improve energy efficiency in the building, and solar based on a 4 year average is estimated to offset ~86% of energy use. This could reach net zero consumption with efficiency improvements and a little luck. Our ability to fit more solar on the roof around obstacles and use of advanced micro-inverters helps improve performance and project quality.

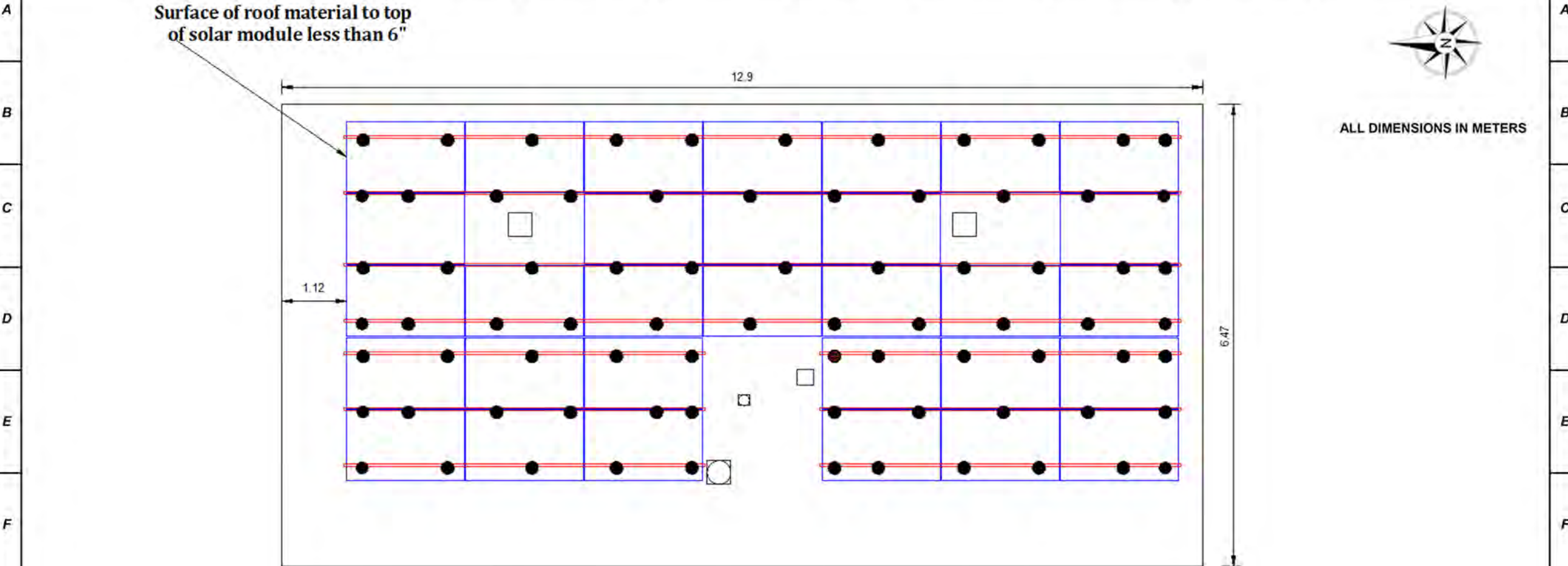
Late spring currently indicates a net surplus situation with small energy sales according to generation timetables. We advise replacing the main electrical panel and combining the subpanel circuits into a new service meeting current electrical codes.

Averaged solar generation estimates result in direct energy value using August 2018 energy rates of approximately \$520 per year initially. 2018 billing shows \$861 in energy costs and \$2652 in overall costs including GST and transmission charges.

Exorbitant transmission and distribution costs will be addressed to some degree proportionally to solar generation, as transmission costs are usually tied to consumption. Distribution costs tend to be flat.




Equipment choices are based on fall 2018 product availability and may change slightly into spring 2019.





G

Existing Structure is capable of supporting extra loads of the array being installed

-  Roof Vent Roof vent shall be moved as required
-  Rail Rail: Kinetic rapid rail, Extruded Aluminium, Alloy 6060 SF - T54
-  Anchor Anchor: Kinetic K flash Zilla Double Stud XL

H

For Structural Engineering only

Andy Smith P.Eng
3715 65 St NW
Edmonton AB T6L1V2
780 604 4259
For Structural Engineering only

31x Trina Solar
Modules: TSM- 300

Inverter: 16x APS YC500i

Capacity: 3.1kW-DC

Azimuth: 270°

Tilt:18.4°



SolarNinjas Energy Solutions Ltd.
#724, 10301 104 St Edmonton AB
weshouldhire@solarninjas.energy
Http://www.SolarNinjas.Energy
Phone : (780) 920.9120

Client: Innisfree Village Office

Site ID: 0010635116014

Land Desc.:

Address:5116 50 Avenue, Innisfree AB

Prepared by: Oluwaseyi Adebola

Date: September 04, 2018

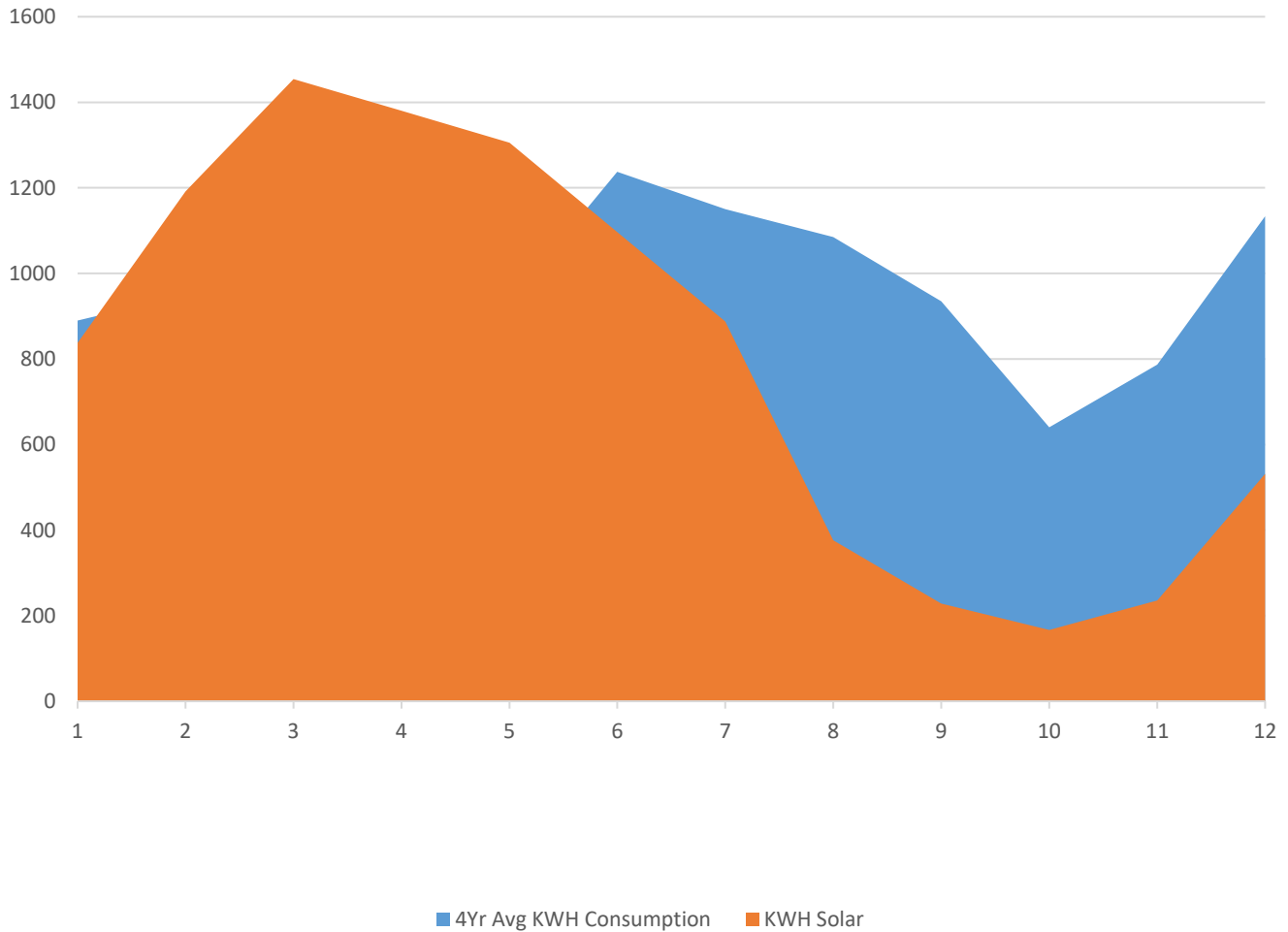
System KW AC/DC: 7.75/9.2

Array KW AC/DC:

Drawing No.

1

Village Office



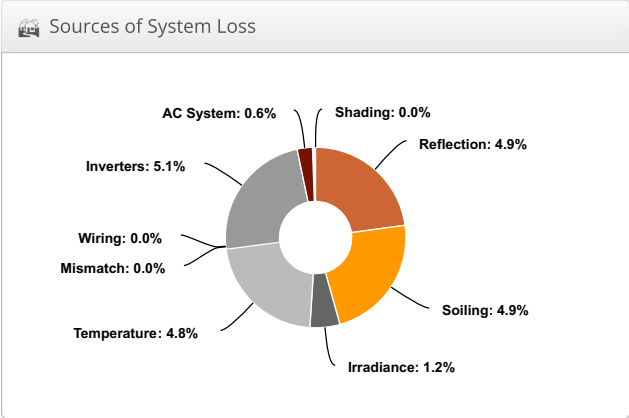
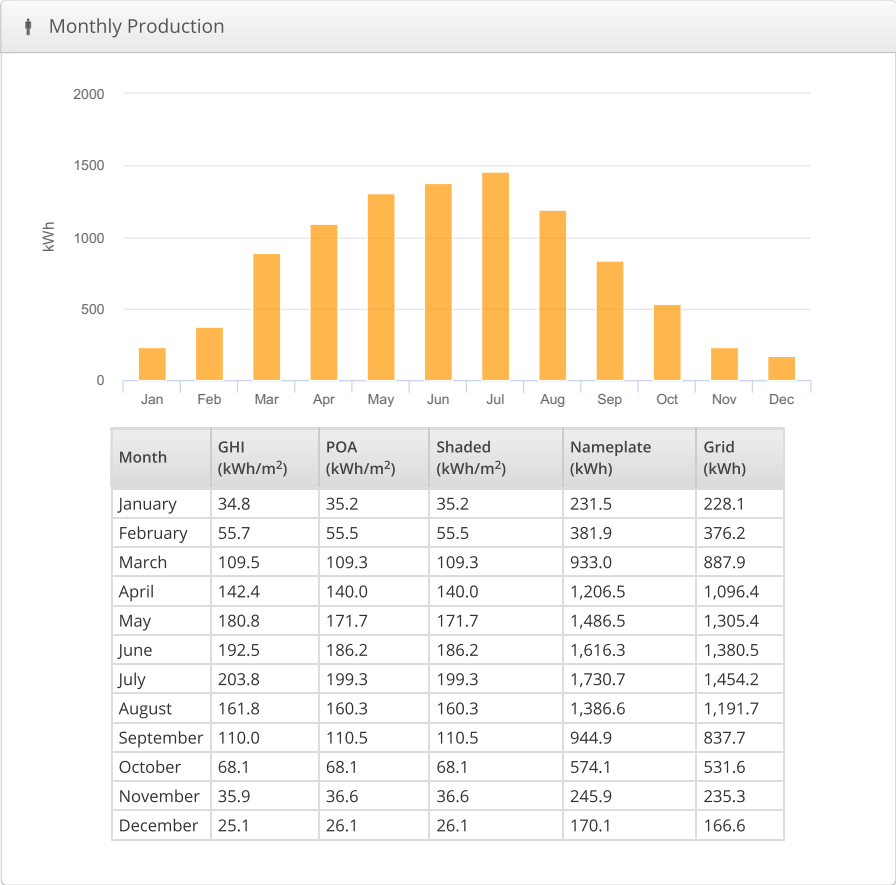
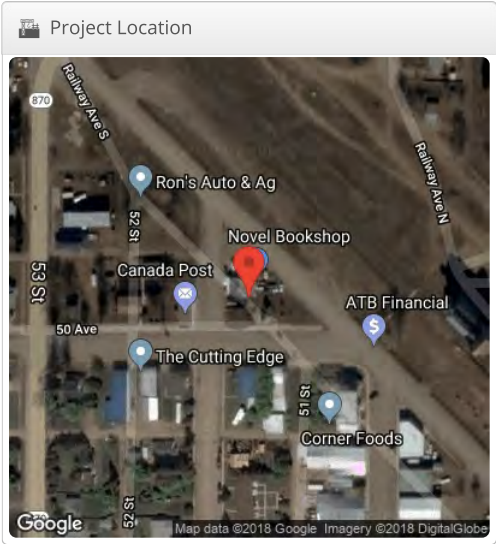
Estimate Month	4Yr Avg KWH Consumption	KWH Solar	Difference KWH	Energy Offset
1	890	837.7	52.3	94.12%
2	950	1191.7	-241.7	125.44%
3	925	1454.2	-529.2	157.21%
4	695	1380.5	-685.5	198.63%
5	932.5	1305.4	-372.9	139.99%
6	1237.5	1096.4	141.1	88.60%
7	1150	887.9	262.1	77.21%
8	1085	376.2	708.8	34.67%
9	935	228.1	706.9	24.40%
10	640	166.6	473.4	26.03%
11	786.6667	235.3	551.3667	29.91%
12	1133.333	531.6	601.733	46.91%
Total or Average	11359.9997	9691.6	1668.3997	85.31%



31 Module YC500i Innisfree Village Office, 5116 50 Avenue, Innisfree Alberta

Report	
Project Name	Innisfree Village Office
Project Address	5116 50 Avenue, Innisfree Alberta
Prepared By	Michael Thomas mike@solarninjas.energy

System Metrics	
Design	31 Module YC500i
Module DC Nameplate	9.30 kW
Inverter AC Nameplate	8.00 kW Load Ratio: 1.16
Annual Production	9,691 MWh
Performance Ratio	80.2%
kWh/kWp	1,042.1
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)
Simulator Version	0014cd4152-234c7eae7a-1d399bca3a-9b26f1b083





🏠 Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,320.4	
	POA Irradiance	1,298.8	-1.6%
	Shaded Irradiance	1,298.8	0.0%
	Irradiance after Reflection	1,235.0	-4.9%
	Irradiance after Soiling	1,174.4	-4.9%
	Total Collector Irradiance	1,174.4	0.0%
Energy (kWh)	Nameplate	10,908.1	
	Output at Irradiance Levels	10,782.2	-1.2%
	Output at Cell Temperature Derate	10,267.0	-4.8%
	Output After Mismatch	10,262.1	0.0%
	Optimal DC Output	10,262.1	0.0%
	Constrained DC Output	10,274.4	0.1%
	Inverter Output	9,748.8	-5.0%
	Energy to Grid	9,691.5	-0.6%
Temperature Metrics			
Avg. Operating Ambient Temp		7.1 °C	
Avg. Operating Cell Temp		20.0 °C	
Simulation Metrics			
Operating Hours		4602	
Solved Hours		4602	

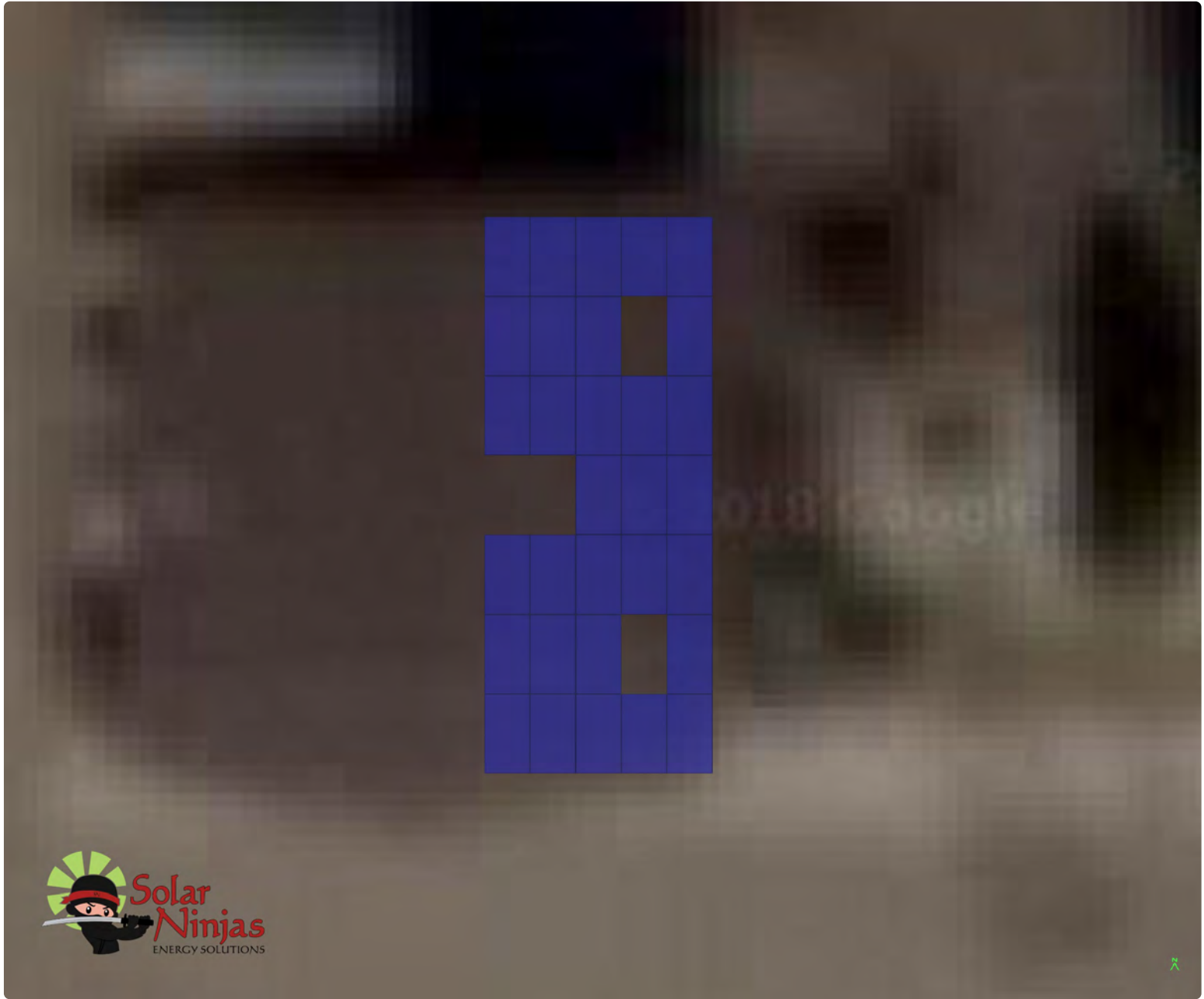
Condition Set												
Description		Condition Set 1										
Weather Dataset		TMY, 10km Grid, meteonorm (meteonorm)										
Solar Angle Location		Meteo Lat/Lng										
Transposition Model		Perez Model										
Temperature Model		Sandia Model										
Temperature Model Parameters	Rack Type	a		b		Temperature Delta						
	Fixed Tilt	-3.56		-0.075		3°C						
	Flush Mount	-2.81		-0.0455		0°C						
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	20	20	3	3	3	3	3	3	3	3	20	20
Irradiation Variance		5%										
Cell Temperature Spread		4° C										
Module Binning Range		-2.5% to 2.5%										
AC System Derate		0.50%										
Module Characterizations	Module							Characterization				
	TSM-DD05A(II) 300W (Trina Solar)							Spec Sheet Characterization, PAN				
Component Characterizations	Device							Characterization				
	YC500i (240V) (APS)							Spec Sheet				

Components		
Component	Name	Count
Inverters	YC500i (240V) (APS)	16 (8.00 kW)
AC Panels	3 input AC Panel	1
AC Home Runs	12 AWG (Copper)	1 (32.5 m)
AC Branches	8 AWG (Copper)	3 (63.8 m)
Module	Trina Solar, TSM-DD05A(II) 300W (300W)	31 (9.30 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	12	1-1	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
West Section	Flush Mount	Landscape (Horizontal)	18.4°	270°	0.0 m	1x1	31	31	9.30 kW

Detailed Layout



Innisfree RV – Recreation Park

The RV Rec Park field nestled against the slope below the highway is in full sun and sure to be an attraction as well as a generator. We were able to match the curve of the landscape with the arrays to enhance performance with reflectivity and maintain a uniform appearance with the environment. It is a long distance from main power connection but well worth the consideration.

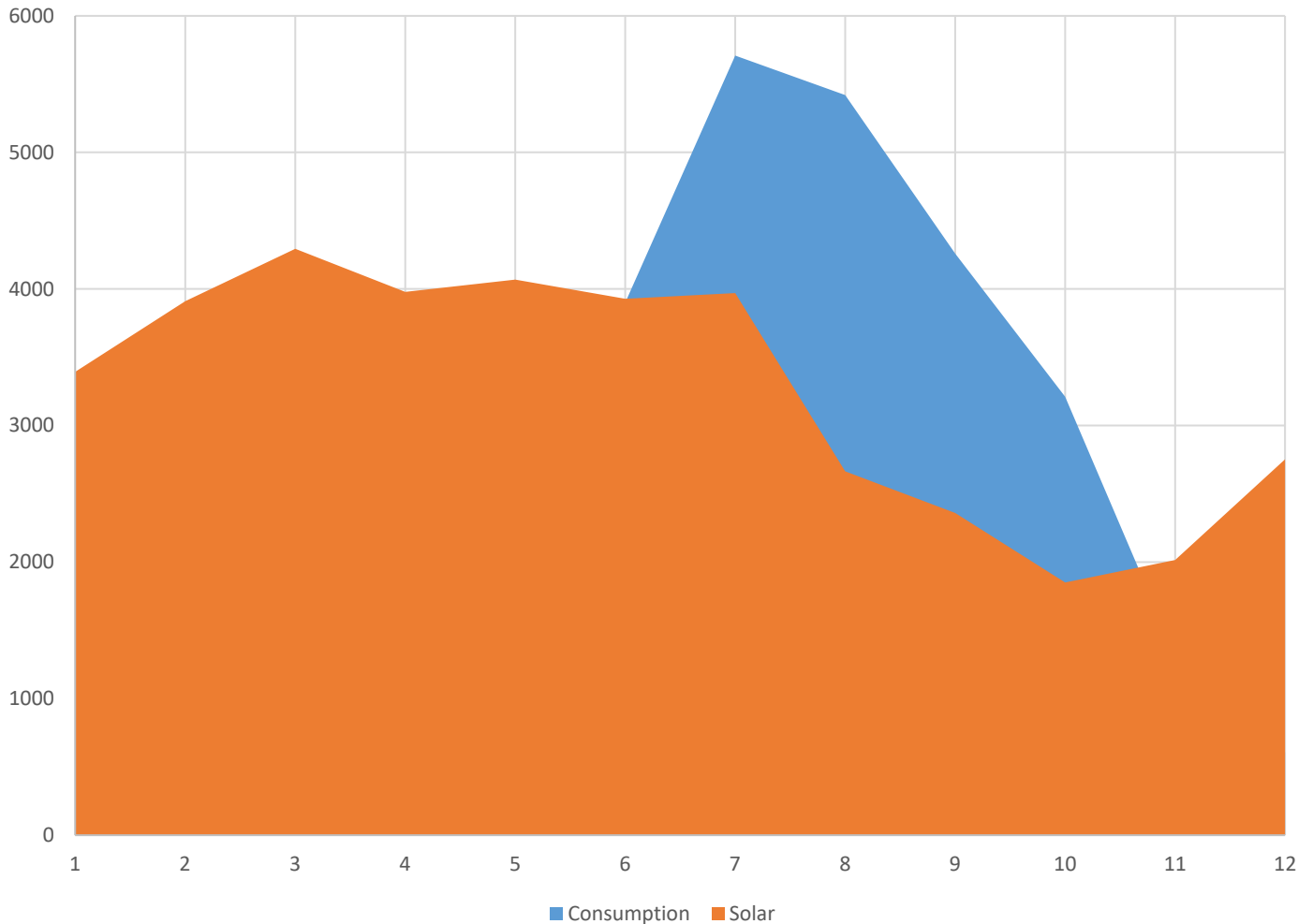
Park Energy demands vary dramatically year over year, in order to gain approval from ATCO we used 7 years of records to get a higher average. Actual performance will likely dramatically outpace these estimations, and even so we will be required to submit a detailed plan for how the municipality will use this extra energy in the future in order to meet the requirements of the Micro-Generation Regulation. Site performance is expected to be stellar and we have designed to the limit of the electrical service to maximise benefit.

Solar generation is estimated to offset approximately 130% of consumption based on 7 year averages. Based on previous 12 months it would offset 260% of consumption resulting in SIGNIFICANT energy sales and room to grow usage with amenities. Estimated solar energy value using August 2018 energy rates is \$2194 with previous 12 months consumption at \$1190, and total charges with GST and Transmission being \$2805.

With reductions in transmission charges accompanying the reduced consumption and surplus sales this site is on the cusp of being net zero total billing and appears to be quite easily net positive generation in even the worst conditions. Scaling these savings up with future energy costs gives a very rosy picture of savings.



RV Park



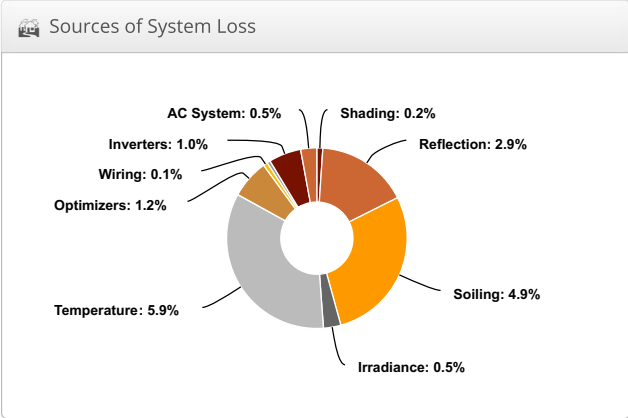
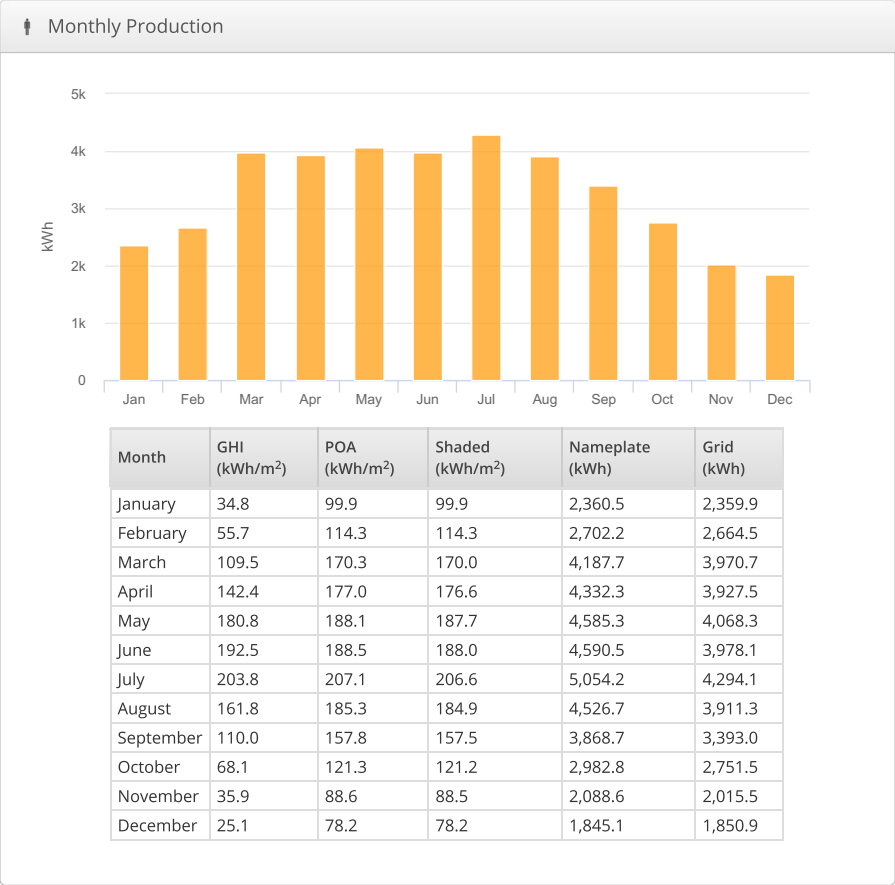
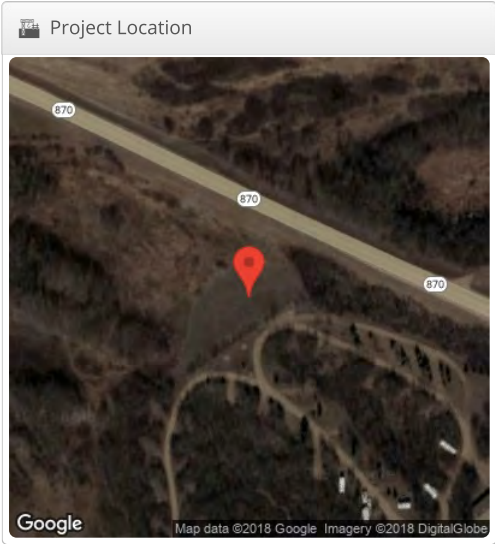
Estimate month	7yr Avg Consumption	KWH Solar	Difference KWH	Energy Offset
1	424.125	3393.1	-2968.975	800.02%
2	311.625	3911.3	-3599.675	1255.13%
3	485.25	4294	-3808.75	884.90%
4	1021.143	3978	-2956.857	389.56%
5	3390.5	4068.2	-677.7	119.99%
6	3899.25	3927.5	-28.25	100.72%
7	5709	3970.7	1738.3	69.55%
8	5420.5	2664.5	2756	49.16%
9	4259.875	2359.9	1899.975	55.40%
10	3210.571	1850.9	1359.671	57.65%
11	1326.857	2015.5	-688.643	151.90%
12	607.667	2751.5	-2143.833	452.80%
Total or Average	30066.363	39185.1	-9118.737	130.33%



SolarEdge Landscape 3 array Innisfree RV Park, Innisfree AB

Report	
Project Name	Innisfree RV Park
Project Address	Innisfree AB
Prepared By	Michael Thomas mike@solarninjas.energy

System Metrics	
Design	SolarEdge Landscape 3 array
Module DC Nameplate	26.3 kW
Inverter AC Nameplate	22.8 kW Load Ratio: 1.15
Annual Production	39.19 MWh
Performance Ratio	83.9%
kWh/kWp	1,491.1
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)
Simulator Version	1468d8055c-52441aee5c-623e099696-b542d03352





🏠 Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,320.4	
	POA Irradiance	1,776.6	34.5%
	Shaded Irradiance	1,773.3	-0.2%
	Irradiance after Reflection	1,722.6	-2.9%
	Irradiance after Soiling	1,638.8	-4.9%
	Total Collector Irradiance	1,638.7	0.0%
Energy (kWh)	Nameplate	43,124.6	
	Output at Irradiance Levels	42,892.5	-0.5%
	Output at Cell Temperature Derate	40,357.4	-5.9%
	Output After Mismatch	40,357.4	0.0%
	Optimizer Output	39,873.1	-1.2%
	Optimal DC Output	39,820.5	-0.1%
	Constrained DC Output	39,780.0	-0.1%
	Inverter Output	39,382.2	-1.0%
	Energy to Grid	39,185.3	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		7.1 °C	
Avg. Operating Cell Temp		25.2 °C	
Simulation Metrics			
Operating Hours		4602	
Solved Hours		4602	

🔌 Condition Set												
Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid, meteonorm (meteonorm)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type			a		b		Temperature Delta				
	Fixed Tilt			-3.56		-0.075		3°C				
	Flush Mount			-2.81		-0.0455		0°C				
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	8	8	4	4	4	4	4	4	4	4	8	8
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module							Characterization				
	TSM-DE14A(II) PERC MONO 365 (Trina Solar)							Spec Sheet Characterization, PAN				
Component Characterizations	Device							Characterization				
	P400 NA (SolarEdge)							Mfg Spec Sheet				
	SE7600H-US (SolarEdge)							Spec Sheet				

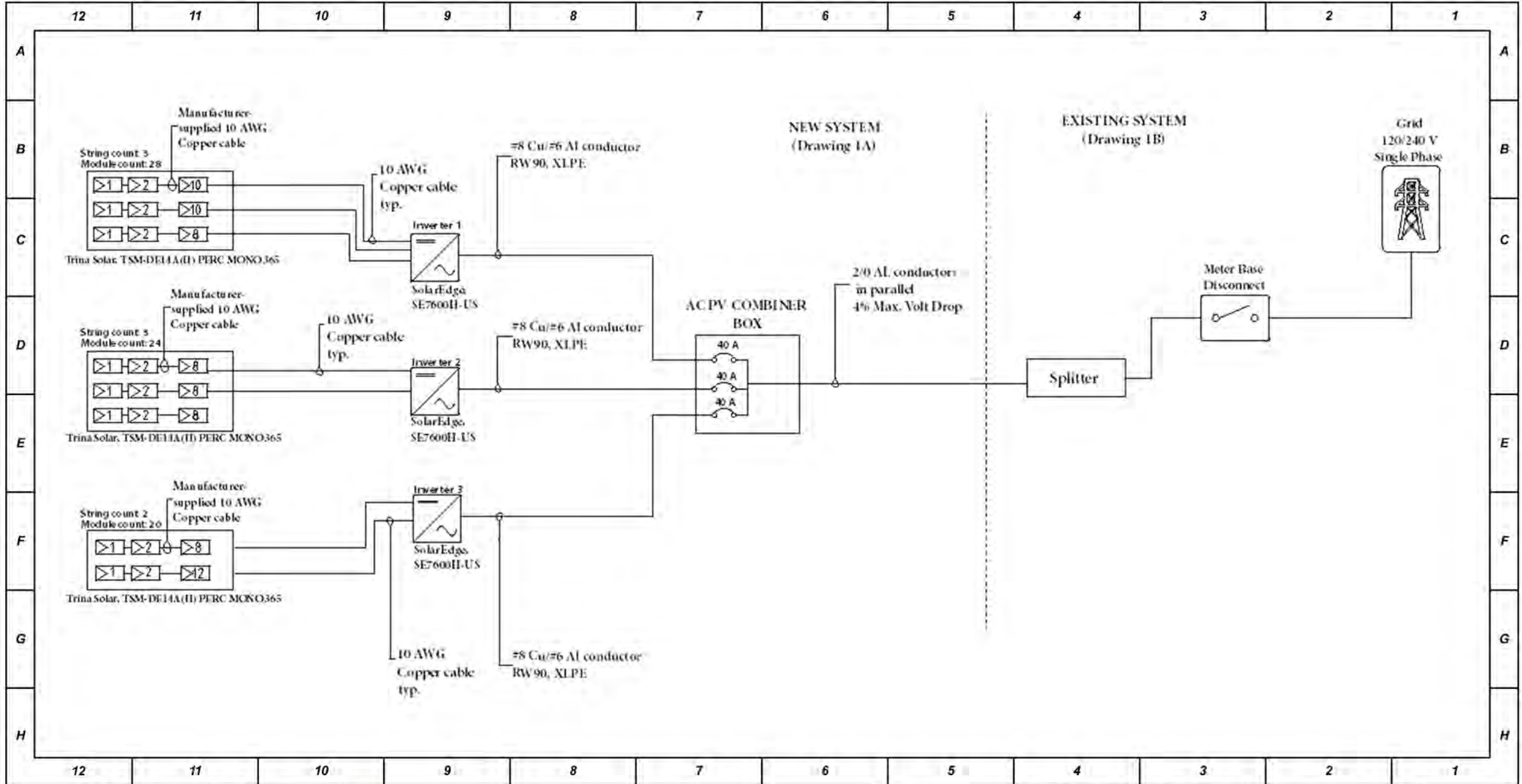
Components		
Component	Name	Count
Inverters	SE7600H-US (SolarEdge)	3 (22.8 kW)
Home Runs	10 AWG (Copper)	6 (29.1 m)
Combiners	1 input Combiner	3
Combiners	2 input Combiner	3
Strings	10 AWG (Copper)	6 (79.3 m)
Optimizers	P400 NA (SolarEdge)	72 (28.8 kW)
Module	Trina Solar, TSM-DE14A(II) PERC MONO 365 (365W)	72 (26.3 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Centre	12	12-12	Along Racking
West	12	12-12	Along Racking
East	12	12-12	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
East	Flush Mount	Landscape (Horizontal)	40°	192°	0.0 m	4x6	2	24	8.76 kW
Centre	Flush Mount	Landscape (Horizontal)	40°	190°	0.0 m	4x6	2	24	8.76 kW
West	Flush Mount	Landscape (Horizontal)	40°	185°	0.0 m	4x6	26	24	8.76 kW

Detailed Layout





72x Trina Solar Modules:TSM- 365	Capacity: 26.28kWDC		SolarNinjas Energy Solutions Ltd. #724, 10301 104 St Edmonton AB weshouldhire@solar ninjas.energy Http://www.SolarNinjas.Energy Phone : (780) 920.9120	Client: RV Park	Alberta 870, Innisfree, Alberta, Address: T0B 2G0, Canada	Date: October 2, 2018	Drawing No. 1
Inverter: 3x SolarEdge SE7600H-US				Site ID: 0010808198911	Prepared by: Oluwaseyi Adebola	System KW AC/DC: 22.8/26.8	
SLD-Overview-1				Land Desc.: Rec Park NE 34 50 11 W4	SINGLE-LINE DIAGRAM	Array KW AC/DC:	

Budget Notes

Water Treatment Plant

- Single Project PV Cost Approximately \$74,692 + GST
- Alberta Municipal Solar Program Rebate Approximately \$19,725
- BONUS REBATE 25cents/watt for first time MCCAC application @ \$6,575
- Screw Pile Installation Estimated at approximately \$4,700 + GST
- Electrical from Array Combiner to main power to be performed at cost-plus based on agreed upon rates to best adapt to conditions & save costs with local labour.
- Electrical hookup for utility connection from PumpHouse Circuit Breaker to arrays (100ft distance) Approx \$3725 + Labour
- 25 Year Solar Panel Warranty
- 12 year Inverter Warranty (Extendable to 25 year @ approx. \$500 ea)

New Public Works

- Single Project Cost Approximately \$37,620 + GST
- Alberta Municipal Solar Program Rebate Approximately \$8,550
- Post-Rebate system cost Approximately \$29,070
- 25 year Solar Panel Warranty
- 25 year micro-inverter Warranty
- Conditionally Maintenance Free System.

Village Office

- Single Project Cost Approximately \$30,690 + GST
- Alberta Municipal Solar Program Rebate Approximately \$8,370
- Post-Rebate system cost Approximately \$22,320
- 25 year Solar Panel Warranty
- 25 year micro-inverter Warranty
- Conditionally Maintenance Free System.
- Electrical main panel replacement cost \$2,850 to \$4,200 depending on work scope and additional wiring repairs required to bring main service up to current code and eliminate subpanel (all into one new panel).

Rv Park

- Single Project PV Cost Approximately \$74,692 + GST
- Alberta Municipal Solar Program Rebate Approximately \$19,725
- Screw Pile Installation Estimated at approximately \$4,700 + GST
- Electrical from Array Combiner to main power to be performed at cost-plus based on agreed upon rates as we can find great cost savings with a local/farmer for trenching instead of electricians.
- Electrical Materials for utility connection from Meter Cabinet to array (600 feet distance) Approx \$5,300 + Labour
- 25 Year Solar Panel Warranty
- 12 year Inverter Warranty (Extendable to 25 year @ approx. \$700 ea)

All above prices based on single project cost. Combining 4 projects will result in group savings.

Budget Notes

Please note the following summary includes some additional costs such as screw pile installation and electrical material but omits some costs such as permits & electrical labour for final connections which are always unknown in the case of commercial work. Therefore expect that these values will fluctuate slightly on the water treatment plant and RV – Recreation park based on items like trenching costs, and electrical labour for final days of work doing utility connections. We expect that some savings can be found exploring local options for trenching, labour assistance, and possibly screw pile installation. Communications methods for the two ground mount systems have not been included as they will depend on your choices of cellular or long distance network cabling at an additional cost due to the long distances involved.

The price of our estimation and study package will also be deducted from any work issued based on the scale of the work volume.

Project	Individual Estimated Budget	Rebate	Post-Rebate Estimated Cost
Water Treatment Plant	\$84,117.00	\$26,300.00	\$57,817.00
New Public Works	\$37,620.00	\$8,550.00	\$29,070.00
Village Office	\$30,690.00	\$8,370.00	\$22,320.00
RV - Recreation Park	\$86,792.00	\$19,725.00	\$67,067.00

We anticipate a group savings of \$10,000 to \$12,000 in total should all 4 projects be executed together in a timely fashion.

In pairs, the projects match as follows for some efficiency savings:

- New Public Works
- Village Council office
- RV Rec Park
- Water Treatment Plant

All information contained throughout is as accurate as possible, based on the best available information at the time. Over time product availability and pricing may change resulting in slightly higher or lower prices. We consider these budgets and estimations to be very workable but given conditions and timelines can not be considered a "hard" dollar bid but instead a close guide for decision-making purposes.

Additional Information & Documents

Suggested Installation Schedule & order if all four projects authorized:

Ground mount systems can be constructed in winter with a small additional cost for drilling screw piles through frozen ground, however trenching components and electrical connection would have to wait for spring and so we advise another order.

1. Screw piles and layout for Water Treatment Plant and RV Rec Park can be marked and installed.
2. New Public Works Building
 - a. This job can be executed in winter as the roof is not asphalt shingles and the building is heated for us. There will be some additional labour time for cold weather but even in early spring it is the likeliest first candidate.
 - b. Good weather in January 2019 would be suitable.
3. Village Office
 - a. Once temperatures are 2 degrees above or below zero and snow is off the roof, installation can proceed.
 - b. Good weather in March 2019
4. RV Park
 - a. Extensive mechanical trenching is required which should be possible by early spring
 - b. Good weather in March – April 2019 (likely completion May 2019)
5. Water Treatment Plant
 - a. Simultaneous execution with RV Park but final utility interconnection at both sites will depend on weather and ground conditions.
 - b. Good weather in March – April 2019 (likely completion May 2019)

Special details for surplus generating sites:

Wires owners are within their rights to force us to justify extensively any surplus generation by providing engineered and paid plans for how you will utilize this energy, a strict and unreasonable interpretation of the MicroGeneration Regulation. ATCO has (after negotiations) agreed with us that as a municipality you should be afforded additional flexibility in those future plans. Increasing power consumption demonstrably at both sites through the winter to demonstrate your increased usage is helpful if you decide to go ahead, and we will work with you to document energy use increases through the use of electric vehicle charging, heat and light as needed to justify the system sizes for your maximum benefit. This applies only to two sites (RV Park and New Public Works Building) where sizeable surplus is expected. This stricter interpretation is new (as recent as October) and we are adapting to meet the requirements.

Additional Efficiency Measures:

While there is nothing required at this time for the RV Rec Park, Water treatment Plant, or New Public Works Building, various measures to be considered for the Village Office include:

- LED lighting upgrade for any remaining fluorescent or incandescent fixtures and bulbs.
- Addition of motion or timer sensor light switches in bathroom
- Upgrade main electrical panel and improve system bonding
- Upgrade all old type electrical outlets and light switches to eliminate arcing, worn, or loose connections, installing dimmers or timers where appropriate.
- Check air conditioning unit for healthy operation, age and efficiency. Adapt its use in summertime to reduce energy demand and if replacement ever warranted ensure highest efficiency model available is chosen.
- Restrict use of block heaters in winter to cords with timers attached, triggered 2 hours before closing hours if in use by staff.
- Study and reduce/eliminate electric heater use in winter for comfort by servicing gas heat system, modifying behaviour slightly, providing warm slippers/boots and comfortable clothing for the season.
- Check operation of any exterior lights and ensure motion sensors are working properly, any lights are LED, and timers are used as appropriate.

Local Opportunity & Involvement:

- Every one of the 4 projects has available work hours for labour assistance to be hired locally which will include trades experience and solar training.
- Nearby Schools to be invited to visit worksites at completion, presentations including material exhibits can be brought to classes to “show & tell”.
- Advice and awareness of local law enforcement to be sought so that opportunity crime, theft, or vandalism is reduced during the initial “it’s new and expensive looking” period of adjustment while extensive outreach is done to engage community support.



SolarEdge Three Phase Inverters for the 208V Grid for North America

SE9KUS / SE14.4KUS

INVERTERS



The best choice for SolarEdge enabled systems

- Specifically designed to work with power optimizers
- Integrated arc fault protection and rapid shutdown for NEC 2014 and 2017, per article 690.11 and 690.12
- UL1741 SA certified, for CPUC Rule 21 grid compliance
- Built-in module-level monitoring
- Internet connection through Ethernet or Wireless
- Small, lightweight, and easy to install outdoors or indoors on provided bracket
- Fixed voltage inverter for longer strings
- Integrated Safety Switch
- Supplied with RS485 Surge Protection Device, to better withstand lightning events

	SE9KUS	SE14.4KUS	
OUTPUT			
Rated AC Power Output	9000	14400	VA
Maximum AC Power Output	9000	14400	VA
AC Output Line Connections	4-wire WYE (L1-L2-L3-N) plus PE or 3 wire Delta		
AC Output Voltage Minimum-Nominal-Maximum ⁽²⁾ (L-N)	105-120-132.5		Vac
AC Output Voltage Minimum-Nominal-Maximum ⁽²⁾ (L-L)	183-208-229		Vac
AC Frequency Min-Nom-Max ⁽²⁾	59.3 - 60 - 60.5		Hz
Max. Continuous Output Current (per Phase)	25	40	A
GFDI Threshold	1		A
Utility Monitoring, Islanding Protection, Country Configurable Set Points	Yes		
INPUT			
Maximum DC Power (Module STC)	12150	19400	W
Transformer-less, Ungrounded	Yes		
Maximum Input Voltage DC to Gnd	250	300	Vdc
Maximum Input Voltage DC+ to DC-	500	600	Vdc
Nominal Input Voltage DC to Gnd	200		Vdc
Nominal Input Voltage DC+ to DC-	400		Vdc
Maximum Input Current	26.5	38	Adc
Maximum Input Short Circuit Current	45		Adc
Reverse-Polarity Protection	Yes		
Ground-Fault Isolation Detection	1MΩ Sensitivity	350kΩ Sensitivity ⁽³⁾	
CEC Weighted Efficiency	96.5	97	%
Night-time Power Consumption	< 3	< 4	W
ADDITIONAL FEATURES			
Supported Communication Interfaces	RS485, Ethernet, ZigBee (optional)		
Rapid Shutdown – NEC 2014 and 2017 690.12	Automatic Rapid Shutdown upon AC Grid Disconnect ⁽⁴⁾		
RS485 Surge Protection	Supplied with the inverter		
STANDARD COMPLIANCE			
Safety	UL1741, UL1741 SA, UL1699B, CSA C22.2, Canadian AFCL according to T.I.L. M-07		
Grid Connection Standards	IEEE1547, Rule 21, Rule 14 (HI)		
Emissions	FCC part15 class B		
INSTALLATION SPECIFICATIONS			
AC output conduit size / AWG range	3/4” minimum / 12-6 AWG	3/4” minimum / 8-4 AWG	
DC input conduit size / AWG range	3/4” minimum / 12-6 AWG		
Number of DC inputs	2 pairs	3 pairs ⁽⁵⁾	
Dimensions (H x W x D)	21 x 12.5 x 10.5 / 540 x 315 x 260		in / mm
Dimensions with Safety Switch (H x W x D)	30.5 x 12.5 x 10.5 / 775 x 315 x 260		in / mm
Weight	73.2 / 33.2	99.5 / 45	lb / kg
Weight with Safety Switch	79.7 / 36.2	106 / 48	lb / kg
Cooling	Fans (user replaceable)		
Noise	< 50	< 55	dBA
Operating Temperature Range	-40 to +140 / -40 to +60 ⁽⁶⁾		°F / °C
Protection Rating	NEMA 3R		

⁽¹⁾ For 277/480V inverters refer to: <http://www.solaredge.com/files/pdfs/products/inverters/se-three-phase-us-inverter-datasheet.pdf>

⁽²⁾ For other regional settings please contact SolarEdge support

⁽³⁾ Where permitted by local regulations

⁽⁴⁾ P/N SE9K-US0xxxxx has Manual Rapid Shutdown for NEC 2014 compliance (NEC 2017 compliance with outdoor installation)

⁽⁵⁾ Field replacement kit for 1 pair of inputs P/N: DCD-3PH-1TBK; Field replacement kit for 3 pairs of fuses and holders P/N: DCD-3PH-6FHK-S1

⁽⁶⁾ For power de-rating information refer to: <https://www.solaredge.com/sites/default/files/se-temperature-derating-note-na.pdf>



Single Phase Inverter with HD-Wave Technology for North America

SE3000H-US / SE3800H-US / SE5000H-US /
SE6000H-US / SE7600H-US / SE10000H-US / SE11400H-US

INVERTERS



Optimized installation with HD-Wave technology

- Specifically designed to work with power optimizers
- Record-breaking efficiency
- Fixed voltage inverter for longer strings
- Integrated arc fault protection and rapid shutdown for NEC 2014 and 2017, per article 690.11 and 690.12
- UL1741 SA certified, for CPUC Rule 21 grid compliance
- Extremely small
- High reliability without any electrolytic capacitors
- Built-in module-level monitoring
- Outdoor and indoor installation
- Optional: Revenue grade data, ANSI C12.20 Class 0.5 (0.5% accuracy)





Single Phase Inverter

with HD-Wave Technology for North America

SE3000H-US / SE3800H-US / SE5000H-US /
SE6000H-US/ SE7600H-US / SE10000H-US / SE11400H-US

	SE3000H-US	SE3800H-US	SE5000H-US	SE6000H-US	SE7600H-US	SE10000H-US	SE11400H-US	
OUTPUT								
Rated AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400	VA
Max. AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400	VA
AC Output Voltage Min.-Nom.-Max. (183 - 208 - 229)	-		-		-	-	-	Vac
AC Output Voltage Min.-Nom.-Max. (211 - 240 - 264)								Vac
AC Frequency (Nominal)				59.3 - 60 - 60.5 ⁽¹⁾				Hz
Maximum Continuous Output Current 208V	-	16	-	24	-	-	-	A
Maximum Continuous Output Current @240V	12.5	16	21	25	32	42	47.5	A
GFDI Threshold				1				A
Utility Monitoring, Islanding Protection, Country Configurable Thresholds				Yes				
INPUT								
Maximum DC Power @240V	4650	5900	7750	9300	11800	15500	17650	W
Maximum DC Power @208V	-	5100	-	7750	-	-	-	
Transformer-less, Ungrounded				Yes				
Maximum Input Voltage				480				Vdc
Nominal DC Input Voltage		380				400		Vdc
Maximum Input Current 208V	-	9	-	13.5	-	-	-	
Maximum Input Current @240V	8.5	10.5	13.5	16.5	20	27	30.5	Adc
Max. Input Short Circuit Current				45				Adc
Reverse-Polarity Protection				Yes				
Ground-Fault Isolation Detection				600ka Sensitivity				
Maximum Inverter Efficiency	99			99.2				%
CEC Weighted Efficiency				99				%
Nighttime Power Consumption				< 2.5				W
ADDITIONAL FEATURES								
Supported Communication Interfaces				RS485, Ethernet, ZigBee (optional), Cellular (optional)				
Revenue Grade Data, ANSI C12.20				Optional ⁽²⁾				
Rapid Shutdown - NEC 2014 and 2017 690.12				Automatic Rapid Shutdown upon AC Grid Disconnect				
STANDARD COMPLIANCE								
Safety				UL1741, UL1741 SA, UL1699B, CSA C22.2, Canadian AFCL according to T.I.L. M-07				
Grid Connection Standards				IEEE1547, Rule 21, Rule 14 (HI)				
Emissions				FCC Part 15 Class B				
INSTALLATION SPECIFICATIONS								
AC Output Conduit Size / AWG Range				3/4" minimum / 14-6 AWG			3/4" minimum / 14-4 AWG	
DC Input Conduit Size / # of Strings / AWG Range				3/4" minimum / 1-2 strings / 14-6 AWG			3/4" minimum / 1-3 strings / 14-6 AWG	
Dimensions with Safety Switch (HxWxD)				17.7 x 14.6 x 6.8 / 450 x 370 x 174			21.3 x 14.6 x 7.3 / 540 x 370 x 185	in / mm
Weight with Safety Switch		22 / 10	25.1 / 11.4	26.2 / 11.9			38.8 / 17.6	lb / kg
Noise			< 25			< 50		dBA
Cooling			Natural Convection			Natural convection		
Operating Temperature Range			-13 to +140 / -25 to +60 ⁽³⁾ (-40°F / -40°C option) ⁽⁴⁾					°F / °C
Protection Rating				NEMA 3R (Inverter with Safety Switch)				

⁽¹⁾ For other regional settings please contact SolarEdge support

⁽²⁾ Revenue grade inverter P/N: SExxxxH-US000NCC2

⁽³⁾ For power de-rating information refer to: <https://www.solaredge.com/sites/default/files/se-temperature-derating-note-na.pdf>

⁽⁴⁾ -40 version P/N: SExxxxH-US000NNU4



THE

TALLMAX^M plus⁺

FRAMED 72-CELL MODULE

72 CELL

MONOCRYSTALLINE MODULE

335-365W

POWER OUTPUT RANGE

18.8%

MAXIMUM EFFICIENCY

0~+5W

POSITIVE POWER TOLERANCE

Founded in 1997, Trina Solar is the world's leading comprehensive solutions provider for solar energy. We believe close cooperation with our partners is critical to success. Trina Solar now distributes its PV products to over 60 countries all over the world. Trina is able to provide exceptional service to each customer in each market and supplement our innovative, reliable products with the backing of Trina as a strong, bankable partner. We are committed to building strategic, mutually beneficial collaboration with installers, developers, distributors and other partners.

Comprehensive Products And System Certificates

IEC61215/IEC61730/UL1703/IEC61701/IEC62716

ISO 9001: Quality Management System

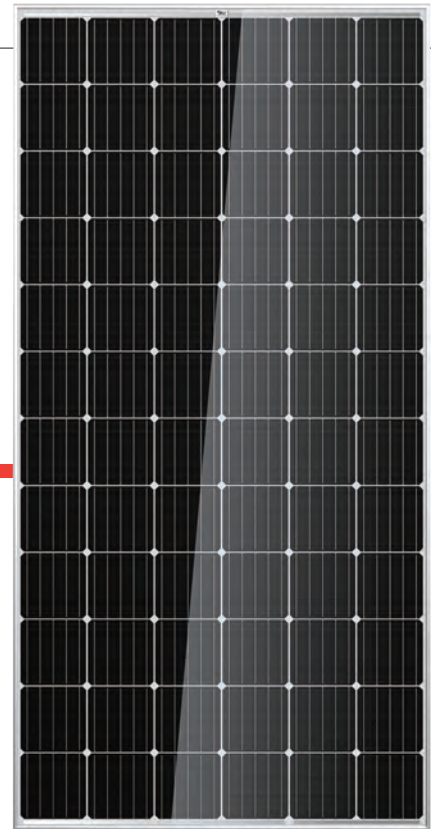
ISO 14001: Environmental Management System

ISO14064: Greenhouse gases Emissions Verification

OHSAS 18001: Occupation Health and Safety Management System



Trinasolar



Excellent low light performance on cloudy days, mornings and evenings

- Advanced surface texturing
- Back surface field
- Selective emitter



Maximize limited space with top-end efficiency

- Up to 188 W/m² power density
- Low thermal coefficients for greater energy production at high operating temperatures



Highly reliable due to stringent quality control

- Over 30 in-house tests (UV, TC, HF, and many more)
- In-house testing goes well beyond certification requirements
- PID resistant
- 100% EL double inspection

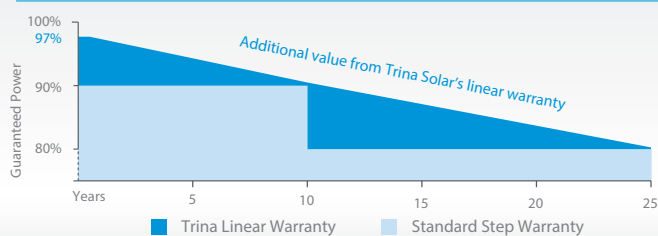


Certified to withstand the most challenging environmental conditions

- 2400 Pa wind load
- 5400 Pa snow load
- 35 mm hail stones at 97 km/h

LINEAR PERFORMANCE WARRANTY

10 Year Product Warranty · 25 Year Linear Power Warranty

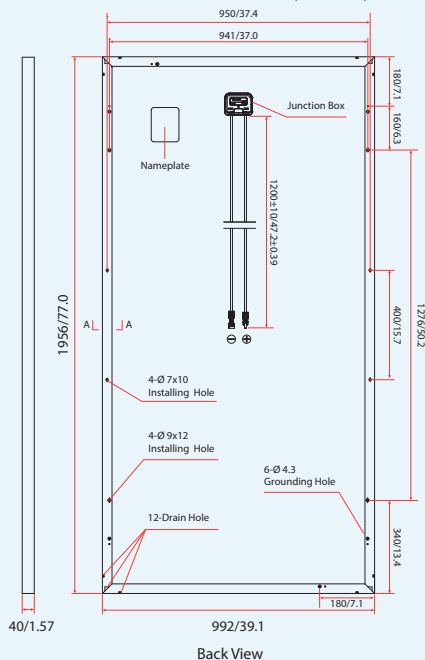


PRODUCTS

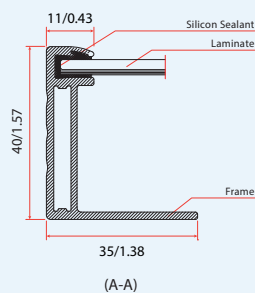
POWER RANGE

TSM-DD14A(II) STD MONO	335-345W
TSM-DD14A(II) PERC MONO	350-365W

DIMENSIONS OF PV MODULE (mm/inch)

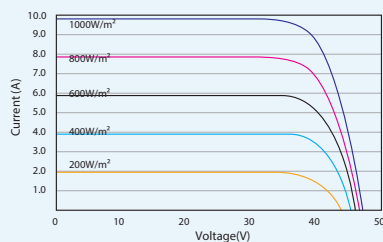


Back View

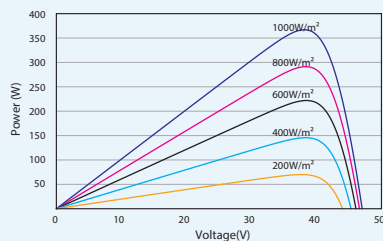


(A-A)

I-V CURVES OF PV MODULE(365W)



P-V CURVES OF PV MODULE(365W)



ELECTRICAL DATA (STC)

Peak Power Watts-P _{MAX} (Wp)*	335	340	345	350	355	360	365
Power Output Tolerance-P _{MAX} (W)	0 ~ +5						
Maximum Power Voltage-V _{MPP} (V)	37.9	38.2	38.4	38.5	38.7	38.9	39.1
Maximum Power Current-I _{MPP} (A)	8.84	8.90	9.00	9.09	9.17	9.26	9.35
Open Circuit Voltage-V _{OC} (V)	46.3	46.5	46.7	46.9	47.0	47.2	47.3
Short Circuit Current-I _{SC} (A)	9.36	9.45	9.50	9.60	9.69	9.79	9.88
Module Efficiency η (%)	17.3	17.5	17.8	18.0	18.3	18.5	18.8

STC: Irradiance 1000W/m², Cell Temperature 25°C, Air Mass AM1.5.
*Measuring tolerance: ±3%.

ELECTRICAL DATA (NOCT)

Maximum Power-P _{MAX} (Wp)	250	253	257	261	264	268	272
Maximum Power Voltage-V _{MPP} (V)	35.1	35.2	35.5	35.6	35.8	35.9	36.1
Maximum Power Current-I _{MPP} (A)	7.12	7.19	7.25	7.33	7.40	7.47	7.54
Open Circuit Voltage-V _{OC} (V)	43.1	43.2	43.4	43.5	43.7	43.8	43.9
Short Circuit Current-I _{SC} (A)	7.56	7.63	7.67	7.75	7.82	7.88	7.95

NOCT: Irradiance at 800W/m², Ambient Temperature 20°C, Wind Speed 1m/s.

MECHANICAL DATA

Solar Cells	Monocrystalline 156.75 × 156.75 mm (6 inches)
Cell Orientation	72 cells (6 × 12)
Module Dimensions	1956 × 992 × 40 mm (77.0 × 39.1 × 1.57 inches)
Weight	26.0 kg (57.3 lb) with 4.0 mm glass; 22.5 kg (49.6 lb) with 3.2 mm glass
Glass	4.0 mm (0.16 inches) for PERC Mono; 3.2 mm (0.13 inches) for Standard Mono, High Transmission, AR Coated Tempered Glass
Backsheet	White
Frame	Silver Anodized Aluminium Alloy
J-Box	IP 67 or IP 68 rated
Cables	Photovoltaic Technology Cable 4.0mm ² (0.006 inches ²), 1200 mm (47.2 inches)
Connector	MC4 or Amphenol H4/UTX
Fire Type	Type 1 or Type 2

TEMPERATURE RATINGS

NOCT (Nominal Operating Cell Temperature)	44°C (±2°C)
Temperature Coefficient of P _{MAX}	- 0.39%/°C
Temperature Coefficient of V _{OC}	- 0.29%/°C
Temperature Coefficient of I _{SC}	0.05%/°C

MAXIMUM RATINGS

Operational Temperature	-40~+85°C
Maximum System Voltage	1000V DC (IEC) 1000V DC (UL)
Max Series Fuse Rating	15A for 335-350W 20A for 355-365W

(DO NOT connect Fuse in Combiner Box with two or more strings in parallel connection)

WARRANTY

10 year Product Workmanship Warranty
25 year Linear Power Warranty

(Please refer to product warranty for details)

PACKAGING CONFIGURATION

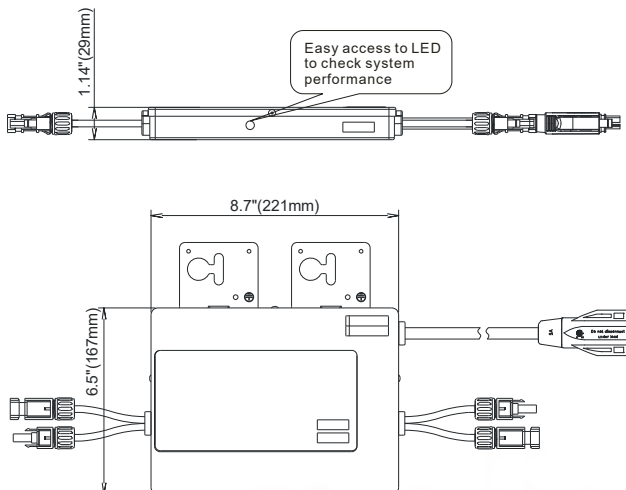
Modules per box: 27 pieces
Modules per 40' container: 648 pieces

YC500I

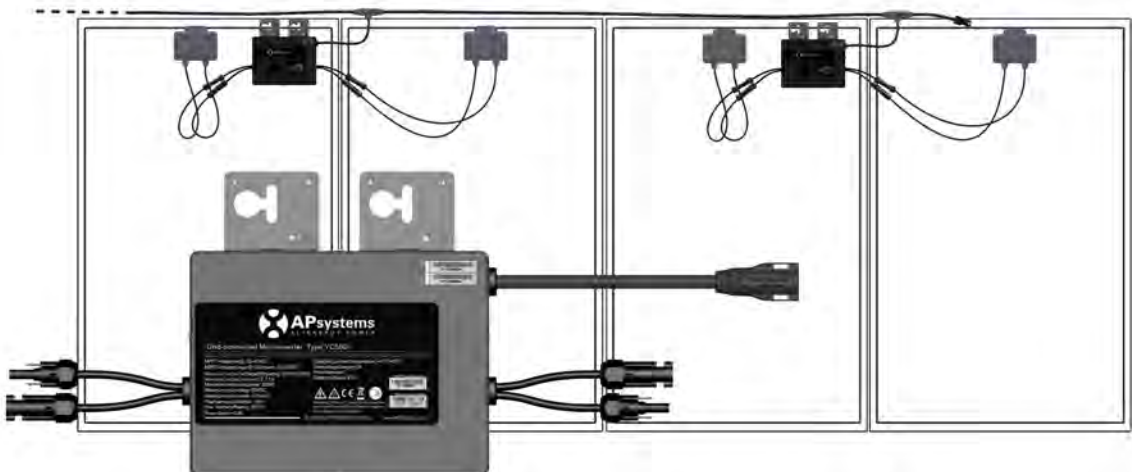
Microinverter

- Single unit connects two solar modules
- Individual MPPT for each module
- Maximum continuous output power 500W

DIMENSIONS



Our flagship product, the APsystems YC500I is a grid-tied microinverter with intelligent networking and monitoring systems to ensure maximum efficiency. Highly dependable and cost effective, the YC500I delivers 250W AC per module with dual MPPT. Half the inverters and half the installation means real cost savings for residential and commercial customers.



APsystems YC500I Microinverter Datasheet

Region

North America

Model

YC500I-NA

Input Data (DC)

MPPT Voltage Range	22V-45V
Operation Voltage Range	16V-52V
Maximum Input Voltage	55V
Startup Voltage	22V
Maximum Input Current	12A x 2

Output Data (AC)

Nominal Output Voltage	208V*	240V*
Peak Output Power	548W	548W
Maximum Continuous Output Power	500W	500W
Nominal Output Current	2.4A	2.08A
Default Output Voltage Range	183V-229V**	211V-264V**
Maximum Output Fault Current (peak)	33.4A	54.8A
Maximum Output Fault Current (RMS)	2.79A	4.85A
Maximum Output Fault Current Duration	1.875ms	1.639ms
Reactive Current	0.1A	
Extended Output Voltage Range	181V-298V	
Nominal Output Frequency	60Hz	
Default Output Frequency Range	59.3Hz-60.5Hz**	
Extended Output Frequency Range	55.1Hz -64.9Hz	
Power Factor	>0.99	
Total Harmonic Distortion	<3%	
Maximum Units Per Branch	6 for 20A Breaker***	7 for 20A Breaker***

Efficiency

Peak Efficiency	95.5%
CEC Weighted Efficiency	95%
Nominal MPPT Efficiency	99.5%
Night Power Consumption	120mW

Mechanical Data

Operating Ambient Temperature Range	-40° F to +149° F (-40 °C to +65 °C)
Storage Temperature Range	-40° F to +185° F (-40 °C to +85 °C)
Dimensions (W x H x D)	8.7" × 6.6" × 1.1" (221mm X 167mm X 29mm)
Weight	5.5lbs (2.5kg)
AC Bus	12AWG
Enclosure Rating	NEMA 6
Cooling	Natural Convection - No Fans

Features & Compliance

Communication(Inverter To ECU)	Power Line Communication
Emissions & Immunity (EMC) Compliance	FCC Part15; ANSI C63.4;ICES-003
Monitoring	Via EMA Software
Transformer Design	High Frequency Transformers, Galvanically Isolated
Safety Class Compliance	UL1741, CSA C22.2 No.107.1-01
Grid Connection Compliance	IEEE1547

*The default AC output is 240V mode. For 208V mode, please set the AC output range through ECU.

**Programmable through ECU to meet customer need.

***Depending on the local regulations.

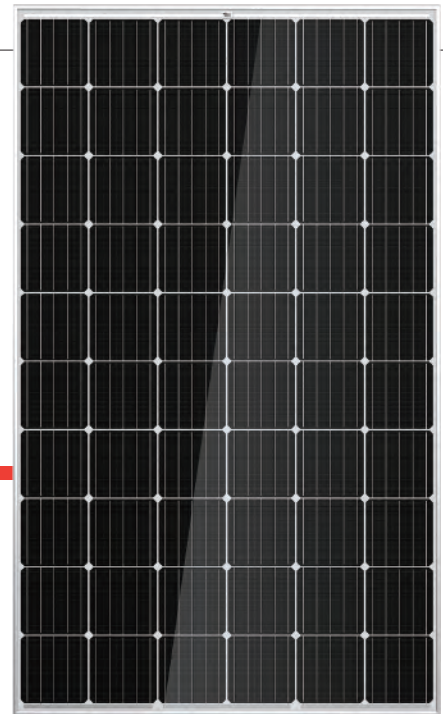
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Specifications subject to change without notice - please ensure you are using the most recent update found at www.APsystems.com

600 Ericksen Ave NE, Suite 200 Seattle, WA 98110 | 844.666.7035 | APsystems.com

THE ALLMAX^M PLUS⁺

FRAMED 60-CELL MODULE



60 CELL
MONOCRYSTALLINE MODULE

275-305W
POWER OUTPUT RANGE

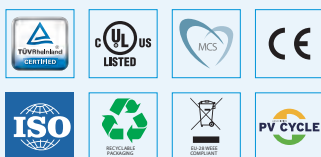
18.6%
MAXIMUM EFFICIENCY

0~+5W
POSITIVE POWER TOLERANCE

Founded in 1997, Trina Solar is the world's leading comprehensive solutions provider for solar energy. We believe close cooperation with our partners is critical to success. Trina Solar now distributes its PV products to over 60 countries all over the world. Trina is able to provide exceptional service to each customer in each market and supplement our innovative, reliable products with the backing of Trina as a strong, bankable partner. We are committed to building strategic, mutually beneficial collaboration with installers, developers, distributors and other partners.

Comprehensive Products And System Certificates

IEC61215/IEC61730/UL1703/IEC61701/IEC62716
ISO 9001: Quality Management System
ISO 14001: Environmental Management System
ISO14064: Greenhouse gases Emissions Verification
OHSAS 18001: Occupation Health and Safety Management System



Trinasolar



Excellent low light performance on cloudy days, mornings and evenings

- Advanced surface texturing
- Back surface field
- Selective emitter



Maximize limited space with top-end efficiency

- Up to 186 W/m² power density
- Low thermal coefficients for greater energy production at high operating temperatures



Highly reliable due to stringent quality control

- Over 30 in-house tests (UV, TC, HF, and many more)
- In-house testing goes well beyond certification requirements
- PID resistant
- 100% EL double inspection

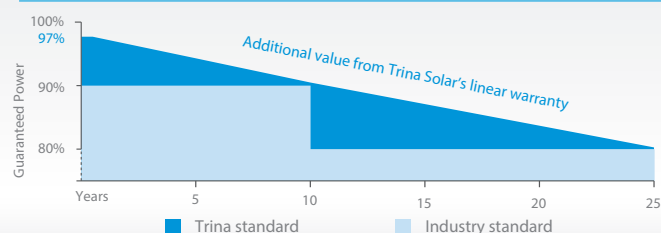


Certified to withstand the most challenging environmental conditions

- 2400 Pa wind load
- 5400 Pa snow load
- 35 mm hail stones at 97 km/h

LINEAR PERFORMANCE WARRANTY

10 Year Product Warranty · 25 Year Linear Power Warranty

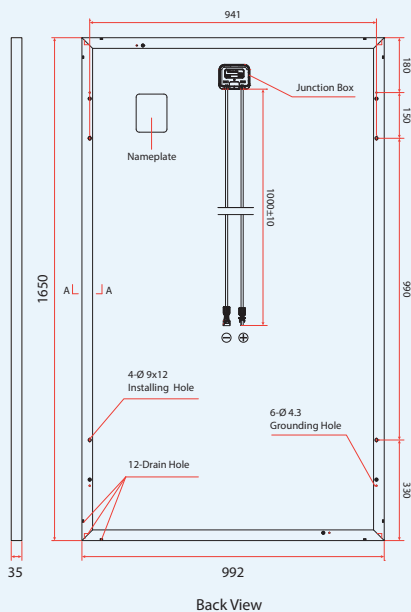


PRODUCTS

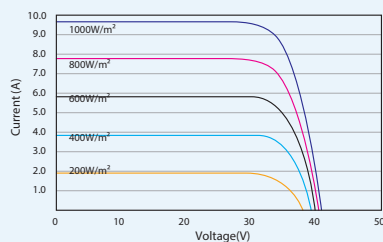
TSM-DD05A(II)	280-305W
TSM-DD05A.08(II)	280-305W
TSM-DD05A.05(II)	275-300W

POWER RANGE

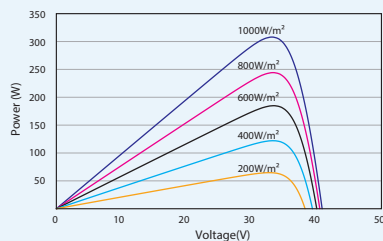
DIMENSIONS OF PV MODULE(mm)



I-V CURVES OF PV MODULE(305W)



P-V CURVES OF PV MODULE(305W)



ELECTRICAL DATA (STC)

Peak Power Watts-P _{MAX} (Wp)*	275	280	285	290	295	300	305
Power Output Tolerance-P _{MAX} (W)	0 ~ +5						
Maximum Power Voltage-V _{MPP} (V)	31.4	31.7	31.8	32.2	32.5	32.6	32.9
Maximum Power Current-I _{MPP} (A)	8.76	8.84	8.97	9.01	9.08	9.19	9.28
Open Circuit Voltage-V _{OC} (V)	38.7	39.0	39.3	39.5	39.7	39.9	40.2
Short Circuit Current-I _{SC} (A)	9.26	9.35	9.45	9.50	9.55	9.64	9.72
Module Efficiency η_p (%)	16.8	17.1	17.4	17.7	18.0	18.3	18.6

STC: Irradiance 1000W/m², Cell Temperature 25°C, Air Mass AM1.5.

*Measuring tolerance: ±3%.

ELECTRICAL DATA (NOCT)

Maximum Power-P _{MAX} (Wp)	205	209	212	216	220	223	227
Maximum Power Voltage-V _{MPP} (V)	29.2	29.4	29.6	29.9	30.2	30.4	30.6
Maximum Power Current-I _{MPP} (A)	7.02	7.10	7.17	7.23	7.28	7.35	7.42
Open Circuit Voltage-V _{OC} (V)	36.0	36.3	36.6	36.7	36.9	37.1	37.3
Short Circuit Current-I _{SC} (A)	7.48	7.55	7.63	7.67	7.71	7.78	7.84

NOCT: Irradiance at 800W/m², Ambient Temperature 20°C, Wind Speed 1m/s.

MECHANICAL DATA

Solar Cells	Monocrystalline 156.75 × 156.75 mm (6 inches)
Cell Orientation	60 cells (6 × 10)
Module Dimensions	1650 × 992 × 35 mm (65.0 × 39.1 × 1.38 inches)
Weight	18.6 kg (41.0 lb)
Glass	3.2 mm (0.13 inches), High Transmission, AR Coated Tempered Glass
Backsheet	White [DD05A(II), DD05A.08(II)]; Black [DD05A.05(II)]
Frame	Silver Anodized Aluminium Alloy [DD05A(II)]; Black Anodized Aluminium Alloy [DD05A.08(II), DD05A.05(II)]
J-Box	IP 67 or IP 68 rated
Cables	Photovoltaic Technology Cable 4.0mm ² (0.006 inches ²), 1000 mm (39.4 inches)
Connector	QC4 / TS4

TEMPERATURE RATINGS

NOCT (Nominal Operating Cell Temperature)	44°C (±2°C)
Temperature Coefficient of P _{MAX}	- 0.39%/°C
Temperature Coefficient of V _{OC}	- 0.29%/°C
Temperature Coefficient of I _{SC}	0.05%/°C

MAXIMUM RATINGS

Operational Temperature	-40~+85°C
Maximum System Voltage	1000V DC (IEC) 1000V DC (UL)
Max Series Fuse Rating	15A

(DO NOT connect Fuse in Combiner Box with two or more strings in parallel connection)

WARRANTY

10 year Product Workmanship Warranty
25 year Linear Power Warranty

(Please refer to product warranty for details)

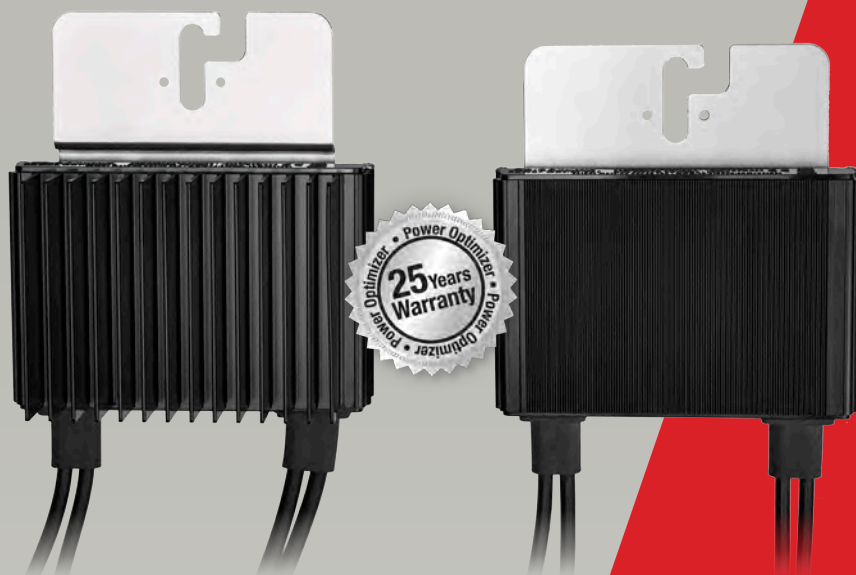
PACKAGING CONFIGURATION

Modules per box: 30 pieces
Modules per 40' container: 840 pieces



Power Optimizer

P320 / P370 / P400 / P405 / P505



POWER OPTIMIZER

PV power optimization at the module-level

- Specifically designed to work with SolarEdge inverters
- Up to 25% more energy
- Superior efficiency (99.5%)
- Mitigates all types of module mismatch losses, from manufacturing tolerance to partial shading
- Flexible system design for maximum space utilization
- Fast installation with a single bolt
- Next generation maintenance with module-level monitoring
- Meets NEC requirements for arc fault protection (AFCI) and Photovoltaic Rapid Shutdown System (PVRSS)
- Module-level voltage shutdown for installer and firefighter safety

OPTIMIZER MODEL (typical module compatibility)	P320 (for high-power 60-cell modules)	P370 (for higher-power 60 and 72-cell modules)	P400 (for 72 & 96-cell modules)	P405 (for thin film modules)	P505 (for higher current modules)	
INPUT						
Rated Input DC Power ⁽¹⁾	320	370	400	405	505	W
Absolute Maximum Input Voltage (Voc at lowest temperature)	48	60	80	125 ⁽²⁾	83 ⁽²⁾	Vdc
MPPT Operating Range	8 - 48	8 - 60	8 - 80	12.5 - 105	12.5 - 83	Vdc
Maximum Short Circuit Current (Isc)	11		10.1		14	Adc
Maximum DC Input Current	13.75		12.63		17.5	Adc
Maximum Efficiency			99.5			%
Weighted Efficiency		98.8			98.6	%
Overvoltage Category			II			
OUTPUT DURING OPERATION (POWER OPTIMIZER CONNECTED TO OPERATING SOLAREEDGE INVERTER)						
Maximum Output Current			15			Adc
Maximum Output Voltage		60		85		Vdc
OUTPUT DURING STANDBY (POWER OPTIMIZER DISCONNECTED FROM SOLAREEDGE INVERTER OR SOLAREEDGE INVERTER OFF)						
Safety Output Voltage per Power Optimizer			1 ± 0.1			Vdc
STANDARD COMPLIANCE						
EMC		FCC Part15 Class B, IEC61000-6-2, IEC61000-6-3				
Safety		IEC62109-1 (class II safety), UL1741				
RoHS		Yes				
INSTALLATION SPECIFICATIONS						
Maximum Allowed System Voltage			1000			Vdc
Compatible inverters		All SolarEdge Single Phase and Three Phase inverters				
Dimensions (W x L x H)	128 x 152 x 28 / 5 x 5.97 x 1.1		128 x 152 x 36 / 5 x 5.97 x 1.42	128 x 152 x 50 / 5 x 5.97 x 1.96	128 x 152 x 59 / 5 x 5.97 x 2.32	mm / in
Weight (including cables)	630 / 1.4		750 / 1.7	845 / 1.9	1064 / 2.3	gr / lb
Input Connector			MC4 ⁽³⁾			
Output Wire Type / Connector			Double Insulated; MC4			
Output Wire Length	0.95 / 3.0		1.2 / 3.9			m / ft
Operating Temperature Range			-40 - +85 / -40 - +185			°C / °F
Protection Rating			IP68 / NEMA6P			
Relative Humidity			0 - 100			%

⁽¹⁾ Rated STC power of the module. Module of up to +5% power tolerance allowed

⁽²⁾ NEC 2017 requires max input voltage be not more than 80V

⁽³⁾ For other connector types please contact SolarEdge

PV SYSTEM DESIGN USING A SOLAREEDGE INVERTER ⁽⁴⁾⁽⁵⁾		SINGLE PHASE HD-WAVE	SINGLE PHASE	THREE PHASE 208V	THREE PHASE 480V	
Minimum String Length (Power Optimizers)	P320, P370, P400	8		10	18	
	P405 / P505	6		8	14	
Maximum String Length (Power Optimizers)		25		25	50 ⁽⁶⁾	
Maximum Power per String		5700 (6000 with SE7600-US - SE11400- US)	5250	6000 ⁽⁷⁾	12750 ⁽⁸⁾	W
Parallel Strings of Different Lengths or Orientations			Yes			

⁽⁴⁾ For detailed string sizing information refer to: http://www.solaredge.com/sites/default/files/string_sizing_na.pdf

⁽⁵⁾ It is not allowed to mix P405/P505 with P320/P370/P400/P600/P700/P800 in one string

⁽⁶⁾ A string with more than 30 optimizers does not meet NEC rapid shutdown requirements; safety voltage will be above the 30V requirement

⁽⁷⁾ For SE14.4KUS/SE43.2KUS: It is allowed to install up to 6,500W per string when 3 strings are connected to the inverter (3 strings per unit for SE43.2KUS) and when the maximum power difference between the strings is up to 1,000W

⁽⁸⁾ For SE30KUS/SE33.3KUS/SE66.6KUS/SE100KUS: It is allowed to install up to 15,000W per string when 3 strings are connected to the inverter (3 strings per unit for SE66.6KUS/SE100KUS) and when the maximum power difference between the strings is up to 2,000W



Innisfree Village Council

5116 50 Ave
Innisfree, Alberta T0B 2G0

For Services Rendered

Invoice #110

From SolarNinjas Energy Solutions Ltd.
780 920 9120
mike@solarninjas.energy
Http://Www.SolarNinjas.Energy
#724. 10301 104st Edmonton AB
T5J1B9

Client Phone 780-787-0574

Bill To 5116 50 Ave
Innisfree, Alberta T0B 2G0

Issued 2018-11-20

Due 2018-11-20

SERVICE / PRODUCT	DESCRIPTION	QTY.	UNIT COST	TOTAL
2018-11-21				
Design Consult services for Innisfree village for 4 sites	<p>4 potential solar assessment locations will be studied and the following work product will be produced for the village of Innisfree:</p> <ul style="list-style-type: none"> - Solar Installation Design complete with equipment suggestions and pricing for individual sites and complete package of 4 sites. - Solar Generation estimations for each site - Shade or other performance issues identified and mitigation plans documented. - Electrical estimating complete for all projects. - Photo documentation of each site - Engineer reviewed structural and electrical drawings for each site - Cost savings estimated based on billing data for each site from utility accounts. - Manufacturer technical information provided on all equipment chosen. - Installation schedule outlined for each project. - Media Plan (How we intend to enable Innisfree to get maximum attention as a result of any projects executed) - Efficiency Improvement plan for energy use at each site (additional tasks to reduce energy use etc) - Plans reviewed by regional authorities (permit issuer, FORTIS etc) for pre-approval of designs. <p>Documentation packages suitable for comparison shopping or issuing for tender.. or approving for us to proceed.</p>	1	\$4,355.00	\$4,355.00

Thank you for your business. Please contact us with any questions regarding this invoice.

GST 76535 8692

Subtotal	\$4,355.00
GST # (5.0%)	\$217.75
Total	\$4,572.75
Account balance	\$4,572.75

**PAGE 3, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

**SALE OF LAND BY
PUBLIC TENDER –
ADVERTISEMENT
2019-03-19/09**

Moved by Councillor Oudshoorn that the Sale of Land by Public Tender Advertisement be brought to the April 23, 2019 Regular Council meeting for further discussion.

CARRIED

Deputy Mayor McMann returned to the meeting at 8:15 PM.

**MINISTERS
DIRECTIVES –
DRAFT TIMELINE
MINISTERIAL
ORDER NO.
MSL:095/18
2019-03-19/10**

Moved by Deputy Mayor McMann that the Minister Directives – Draft Timeline be approved as amended. Further that Council direct Administration to submit the timeline to Municipal Affairs by March 31, 2019 as per Ministerial Order No. MSL:095/18.

CARRIED

**LIBRARY BOARD
APPLICATION –
REQUEST FOR
APPROVAL
2019-03-19/11**

Moved by Deputy Mayor McMann that Council approve the Library Board Application as presented.

CARRIED

**BARR
ENGINEERING
PROPOSAL –
CAPITAL PLAN
2019-03-19/12**

Moved by Councillor Oudshoorn that Council approve Barr Engineering's proposal dated March 8, 2019 to review, summarize and develop and Capital Plan based on the 2006 Infrastructure audit presented by AMEC Foster Wheeler.

CARRIED

**EMAIL DATED
MARCH 8, 2019 –
BIRCH LAKE
RECREATION SITE
2019-03-19/13**

Moved by Deputy Mayor McMann that Council direct Administration to notify Ms. Joanne Delorande and inform her that the Village does not intend to apply or renew a license of occupation for the water lot located at the Birch Lake Marina.

CARRIED

**BASEMENT FLOOD
– 4815 53 STREET
2019-03-19/14**

Moved by Councillor Oudshoorn that Council table the Basement Flood – 4815 53 Street items to the April 23, 2019 Council meeting.

CARRIED

VILLAGE OF INNISFREE

SALE OF LAND BY PUBLIC TENDER

March 19, 2019

Notice is hereby given that, under the provisions of the Municipal Government Act, the Village of Innisfree will offer for sale, by public tender, the following lands:

PLAN	BLOCK	LOT	CIVIC ADDRESS
4175R	3	1	5009 - 50 ST
4175R	3	23-38	5059 - 50 ST
4175R	4	3	5036 - 50 ST
4175R	7	5	5109 - 50 AVE
8776S	12	16	5040 - 53 ST
8776S	17	4	n/a
6127HW	20	12	n/a
4175R	11	16	n/a

These parcels are being offered for sale, subject to a reserved bid and to the reservations and conditions contained in the existing certificate of title. These parcels are being offered for sale on an “as is, where is” basis, and the Village of Innisfree makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of these parcels for any intended use by the purchaser.

Tenders submitted below market value will be accepted.

The Village of Innisfree reserves the right to reject any and all tenders. The highest or any tender will not necessarily be accepted.

GST will apply to all applicable land sold at the public tender.

No bid will be accepted where the bidder attempts to attach conditions to the sale of land.

No Terms or conditions of sale will be considered other than those specified by the Village of Innisfree.

The successful bidder shall be required to execute a sale agreement in a form and substance acceptable to the Village of Innisfree.

The successful bidder shall be required to execute a sale agreement in a form and substance acceptable to the Village of Innisfree and will be required to “break ground” with their proposed development within 24 months (2 years).

Terms: Cash or certified cheque, a 10% deposit with the balance due within 30 days of the public tender.

Deadline to submit tenders and business proposals is _____.

You may submit your tenders using the following methods:

Mail:	Box 69 Innisfree AB T0B 2G0	OR	Drop Off:	5116 – 50 Avenue Innisfree, AB T0B 2G0
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*****Please note the Village of Innisfree Administration Hours: Mon-Fri 9:00 am – 5:00 pm*****

Thank you.
Brooke Yaremchuk
Chief Administrative Officer
Village of Innisfree

**PAGE 3, VILLAGE OF INNISFREE REGULAR MEETING MINUTES OF
MARCH 19, 2019**

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PUBLIC TENDER –
ADVERTISEMENT
2019-03-19/09**

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Deputy Mayor McMann returned to the meeting at 8:15 PM.

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CARRIED

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– 4815 53 STREET
2019-03-19/14**

Moved by Councillor Oudshoorn that Council table the Basement Flood – 4815 53 Street items to the April 23, 2019 Council meeting.

CARRIED

**Village of Innisfree
REQUEST FOR DECISION**

Project: Municipal Development Plan Bylaw 636-19

Meeting date: April 23, 2019 at 7:00 PM

Prepared by: 2052900 Alberta Ltd.

Reviewed by: Brooke Yaremchuk, CAO

Background

In accordance with Section 632 (1) of the *Municipal Government Act*, every municipality must prepare and adopt a Municipal Development Plan (MDP).

2052900 Alberta Ltd. was contracted to prepare a MDP on behalf of the Village. A grant was received through the Alberta Collaboration Program's, Local Land Use Planning competent to cover the full cost of the project.

In 2018, the consultant facilitated a strategic framework exercise with council and the CAO of the Village. Following the strategic framework exercise, a public information/engagement night was held. At this meeting, the attendees discussed their desires for growth and environmental changes within the Village.

Accordingly, a MDP draft was prepared. The outcome of both the strategic framework (adopted by council) and the information obtained during the public information session were fully incorporated throughout the MDP as outlined in the goals, objectives and policy statements.

An MDP Stakeholder Draft was later provided to key stakeholders and the general public. The Stakeholder draft was recently revised upon receipt of stakeholder comments from the County of Minburn.

Current

Having engaged with the community and key stakeholders, attached is the Village's proposed MDP. Once adopted by bylaw, the MDP will become a statutory planning document and shall be used to guide development.

The MDP will also support future planning objectives with the County of Minburn, as the parties prepare an Inter-municipal Collaboration Framework (IFC) and an Inter-municipal Development Plan (IDP). The plan will help guide conversations and negotiations as outlined in the goals, objectives, and policies contained within.

To proceed with this project, the Village council is required to pass a bylaw to formally adopt the MDP.

Action steps:

1. Village council to give first reading of Bylaw 636-19 on April 23, 2019 (with or without amendments).
2. Administration to advise the consultant immediately following the April 23, 2019 council meeting of first reading and any amendments to Bylaw 636-19.
3. Administration shall post Bylaw 636-19 on the website after first reading – this action will be supported by the consultant.
4. In accordance with the *Municipal Government Act*, the consultant will prepare and advertise for a public hearing. A public hearing is required before second and third reading of Bylaw 636-19. The public hearing will take place prior to the regularly scheduled council meeting in May. The proposed public hearing date is May 21, 2019 at 6:00 p.m. The consultant will attend the public hearing and present Bylaw 636-19 and answer any public questions/concerns. Having completed the public hearing, council may proceed with second and third reading at the regular meeting on May 21, 2019 at 7:00 p.m. The consultant will attend the regular meeting of May 21, 2019 to ensure any comments or amendments are processed.
5. Once adopted by bylaw, the MDP project is complete. Administration shall post the final bylaw on the municipal website and complete the grant reporting requirements to close off the project. The consultant will send a copy of the approved plan to the County of Minburn on behalf of the Village.

Note, at any time between first and third reading, the MDP can be amended.

Recommendations

1. That council gives first reading to Bylaw 636-19 known as the Municipal Development Plan.
2. That a public hearing is held on May 21, 2019 at 6:00 p.m. at the Village Office in the Council Chambers to address Bylaw 636-19.

Attachments

1. Bylaw 636-19
2. Schedule “A” (Municipal Development Plan)

Next Project

As a result of the work we completed to prepare the MDP, an application was submitted to the CARES program to develop “Invigorate Innisfree” an economic development strategy. Through a competitive process, the Village’s application was accepted. The consultant will prepare a Terms of Reference/Project Plan by September 30, 2019 for the Village. Once approved, the consultant will commence with the project.

**A BYLAW OF THE VILLAGE OF INNISFREE, IN THE PROVINCE OF ALBERTA TO
AUTHORIZE THE COUNCIL OF THE VILLAGE OF INNISFREE TO ADOPT THE
MUNICIPAL DEVELOPMENT PLAN.**

WHEREAS, Section 632 of the *Municipal Government Act*, as amended provides that Council must by bylaw adopt a Municipal Development Plan describing the future land use within the Municipality, the manner of and the proposals for future development, the co-ordination of land-use, future growth patterns, other infrastructure as outlined in the *Municipal Government Act*; and

WHEREAS, the Municipal Development Plan has been prepared in accordance with the requirements of Part 17 of the *Municipal Government Act*, as amended; and

WHEREAS, it is deemed desirable and in the best interest of the Municipality that a Municipal Development Plan be adopted, in order to clarify and control future development and redevelopment within the Municipality.

NOW THEREFORE, be it resolved that the council of the Village of Innisfree does hereby enact as follows:

- i. That the council of the Village of Innisfree does hereby adopt the Innisfree Municipal Development Plan which is attached hereto as Schedule "A", and forms part of the Bylaw.
- ii. The Bylaw may be cited as the Innisfree Municipal Development Plan Bylaw No. 636-19.

EFFECTIVE DATE

This bylaw shall take effect on the date of third and final reading.

Village of Innisfree
Bylaw No. 636-19

Read a first time this 23 day of April 2019.

Aaron Cannon, Mayor

Brooke Yaremchuk, CAO

Read a second time this _____ day of May 2019.

Read a third and final time this _____ day of May 2019.

Aaron Cannon, Mayor

Brooke Yaremchuk, CAO



Village of
Innisfree

Municipal Development Plan

April 10

2019

The purpose of a Municipal Development Plan is to plan for the future use of land. It is a key policy document that communicates the long-term desired land use for the community. It is a high-level plan that shows how the community is expected to change over time and the shape it will take in the future.

Village of
Innisfree

Table of Contents

.....	0
Introduction	2
1.1 Interpretation	3
1.2 Planning Hierarchy	3
1.3 Public Engagement	3
2.0 Community Context and Trends	5
2.1 Regional Setting	5
2.2 Population Changes	5
2.3 Residential Building Trends	6
2.4 Development Influences	6
2.5 Future Trends and Influences	7
3.0 Vision Statement	10
3.1 Future Land Use Concept	10
4.0 Growth Management	11
5.0 Economic Development	12
6.0 Urban Form, Housing and Neighbourhood Design	14
7.0 Commercial	15
8.0 Industrial	17
9.0 Transportation	19
10.0 Heritage Preservation	20
11.0 Parks, Recreation and Culture	21
12.0 Environment	23
13.0 Community and Protective Services	24
14.0 Municipal Infrastructure	25
15.0 Inter-municipal Cooperation	26
16.0 Implementation	27
Appendix 1	28
Appendix 2	29

Introduction

The *Municipal Government Act*, Revised Statutes of Alberta, 2000 requires all municipalities to prepare and adopt a municipal development plan (MDP). The Act states that an MDP must address such issues as future land use and development in the municipality, the provision of municipal services and facilities, and inter-municipal issues such as future growth areas and the co-ordination of transportation systems and infrastructure.

The overall purpose of the Village of Innisfree's MDP is to guide the future growth and development to ensure that it is sustainable, orderly, appropriate, complementary, efficient, and that it enhances the quality of life for the citizens of Innisfree.

The MDP is primarily a policy document that can be utilized as a framework for the physical development of the community within which both public and private sector decisions can occur. As a policy document it is, for the most part, general in nature and long-range in its outlook. The MDP provides the means whereby Council can evaluate the immediate situations or proposals in the context of a long-range plan for Innisfree.

This MDP exhibits the community goals and aspirations for the future as contained in the vision statement. Goal statements that reflect the long-term vision have been provided to guide future planning and development. Goal statements arise at the beginning of each policy section and provide a framework for the objectives and policies within each section. The goals of the community are enabled through key objectives which in turn are supported through the MDP policies and guidelines. The plan is divided into various categories or topic areas; yet, each category builds upon the other to capture the intended long-range vision.

Finally, it should be acknowledged that this MDP is a living document. As the Village of Innisfree grows and adapts to changing circumstances, the plan may require revisions to ensure categories or topic areas remain relevant.

1.1 Interpretation

The MDP is general in nature and is intended to provide a long-range outlook of the community. It is intended to guide council, administration, developers and the community members when considering growth and development.

Map 1 is a Future Concept Map (see appendix) and may evolve overtime. It is intended to act as a guiding plan based on the assumptions made while preparing the MDP.

It is recommended that the entire MDP document be read to provide context to policy statements. Policies are written using “shall”, “should” or “may” statements. The interpretation of “shall”, “should” and “may” that follow provide the user with a greater understanding of the intent of each policy statement.

- “Shall” denotes compliance or adherence to a preferred course of action.
- “Should” denotes compliance is desired or advised but unique/extenuating circumstances may make compliance impractical, premature or unnecessary.
- “May” denotes discretionary compliance or a choice in applying policy.

1.2 Planning Hierarchy

An MDP is a statutory plan and is influenced by other pieces of legislation. Figure 1 provides a simple overview of the planning hierarchy.

Figure 1



1.3 Public Engagement

Prior to developing the MDP, council and administration undertook a strategic framework session facilitated by a consultant. The session resulted in a vision, mission and set of guiding principles for the Village. A public information night followed and the strategic framework was presented to the public. At the public meeting, roundtable/group discussion related to current

and future planning/development needs took place. The information was compiled and is reflected throughout the MDP.

To further engage the public, a Stakeholder Draft MDP report was prepared and made available to the public. Personal invitations were sent to key stakeholders such as the County of Minburn for comment. Before approval of the final plan, there was a public hearing.

2.0 Community Context and Trends

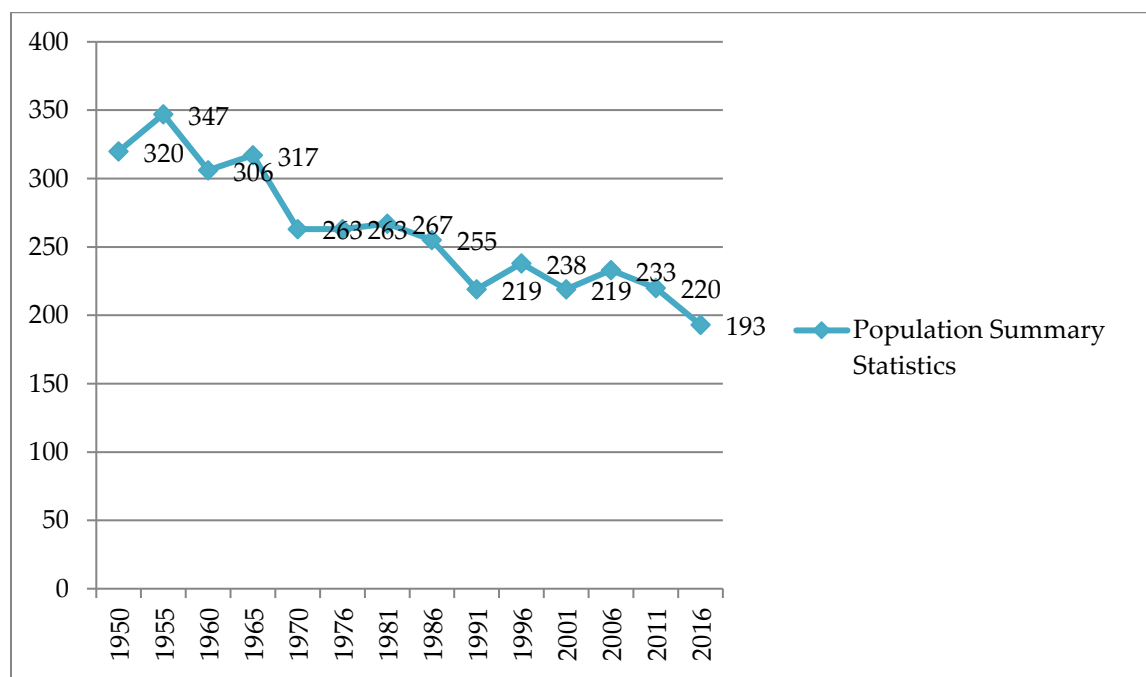
2.1 Regional Setting

The Village of Innisfree is located at the intersection of Yellowhead Highway No. 16 and Secondary Highway 870 in central Alberta. Innisfree is nestled along the CN rail line is 145 kilometers east of Edmonton and 109 kilometers west of Lloydminster, Alberta and has many access points. It can be accessed from Highway 16 running east and west, Secondary Highway 870 running north and south, or surrounding Township roads. The intersecting highway connections provide great accessibility to the Village.

2.2 Population Changes

Figure 2 highlights Innisfree's population statistics from 1950 to 2016.

Figure 2



Source: Alberta Municipal Affairs, [Municipal Population List](#)

The Village of Innisfree's population increased 67 percent between 1913 and 1960 which was primarily driven by local economics in both agriculture and oil/gas activity. The population trend has since experienced a relatively consistent decline since 1960.

According to Statistics Canada, the average family size has become smaller over time. Nearing the end of the baby boomer era (1946 to 1965), people married at a young age and had large families. This led to a bustling workforce. Today, the changing social conditions may contribute

to smaller family sizes. Innisfree's population decline is influenced by societal changes, employment opportunities and available services.

2.3 Residential Building Trends

The 2016 federal census identified 95 private dwellings in the Village, with single detached being the predominant housing form representing 84% of the existing structures. Other attached dwellings (row house and single attached house), were defined as the second most common housing type accounting for 10.5% of existing structures. Moveable dwellings, defined as mobile homes made up the smallest portion of housing stock at approximately 5.5%.

The federal census indicates 85 dwellings were constructed prior to 1980. In the 20-year period between 1980 and 2000, 10 dwellings were constructed. Census data from 2016 indicates the available housing stock has not changed, with 95 private households reported. This information demonstrates that approximately 89.5% of the current housing stock in the Village is at least 36 years of age and constructed before 1980.

The demand for residential development is not expected to change over the next 30 years. Figures in Section 2.5 explain the development and growth projections.

2.4 Development Influences

Map 2 (see appendix) identifies significant features that influence the future growth pattern of the Village. The features represent urban development constraints and opportunities. The ability to attract commercial and industrial development is evident based on the Village's proximity to transportation networks, specifically rail and highways.

Map 2 identifies the significant natural constraints within the community, these being naturally occurring features. There are standing water bodies within the boundary that supports the agricultural activities, natural habitats, wetlands and recreational pursuits.

Map 2 identifies the significant human constraints within the community, mainly oil and gas activity. There is multiple oil and gas wells surrounding the Village, many of which are active. Oil and gas activity may restrict the type of development that can occur as a result of regulated or imposed setbacks. Remediation of contaminated lands (privately owned) is required to support future land development within the existing boundary.

The surrounding land is primarily used for agricultural purposes and is protected by the County of Minburn which may limit the Village's ability to expand beyond its existing borders.

2.5 Future Trends and Influences

The Village of Innisfree is positioned close to the Highway 16 corridor and is central to major urban centres. With its central location to large urban centre such as Edmonton, Lloydminster, Vermillion and Vegreville, there is ample opportunity for economic growth and development. There is a variety of recreation activities, access to transportation and basic business services. The Village is connected to a regional water line and provides exceptional water quality and quantity to its citizens. The local school is a key asset that continues to attract young families. Healthcare facilities may be accessed in neighboring communities with ease due to the strong transportation network. Regional collaboration is prominent and may influence future growth.

The inclusiveness and affordability of the community continues to attract retirees and young families from large urban centres. In addition, the Village maintains its heritage. This deeply rooted community has many third-generation families residing within.

Innisfree provides a quality of life unique to those that choose to leave the complexities of large urban centres.

Long-term growth in Innisfree will be dependent on several factors:

- The level of services and amenities contributing to a high quality of life available in the community,
- Maintaining and expanding collaborative relations with adjacent municipalities and organizations (e.g. school boards, Alberta HUB, County of Minburn) to ensure affordable, quality services are provided to residents within the region,
- Actively pursue and participate in regional initiatives to develop strong relations with neighboring municipalities,
- Economic and employment opportunities within the region,
- Access to continuing education and healthcare,
- The availability of affordable housing relative to other opportunities in the region, and
- People's preference for small town living in a rural setting.

Projected Population Growth

Population growth is expected to remain consistent throughout the planning period as shown in Figure 3. Figure 4 reflects the anticipated dwelling units required for the population projections based on a 2.1 persons household.

Figure 3

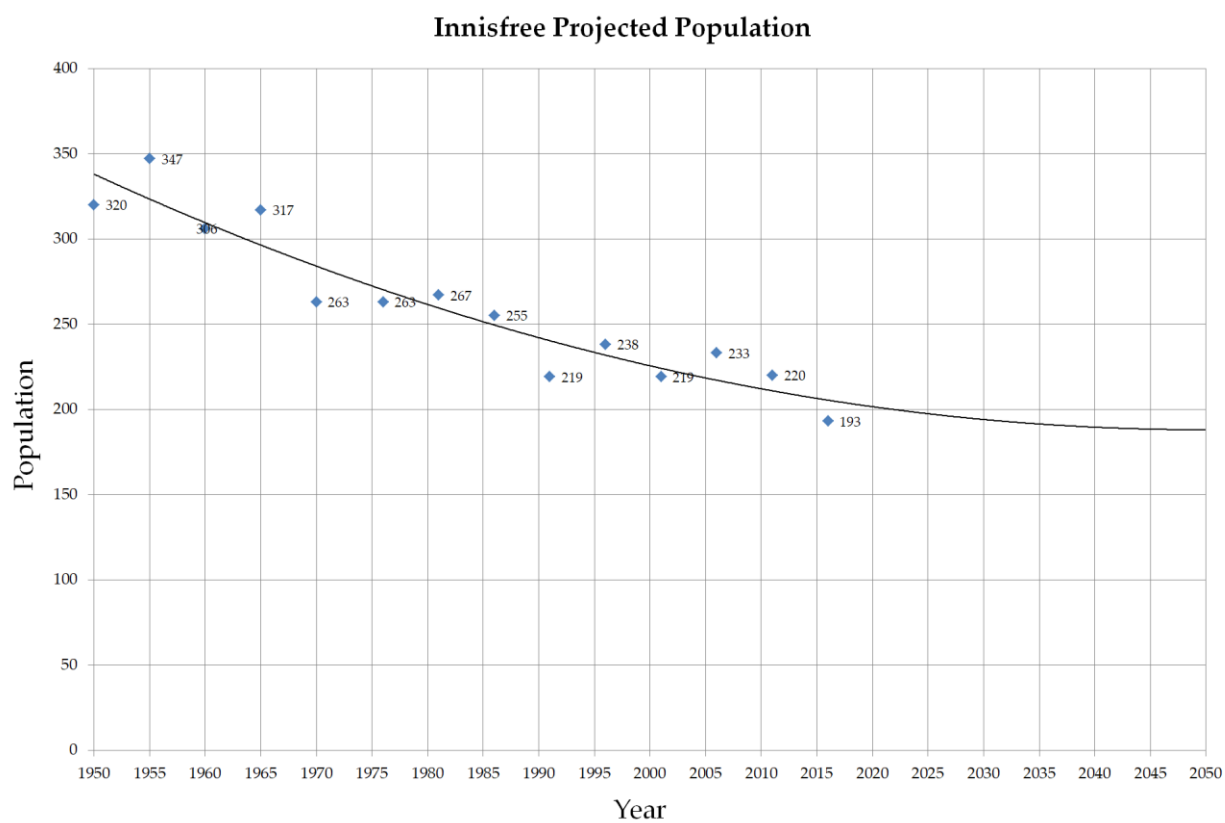
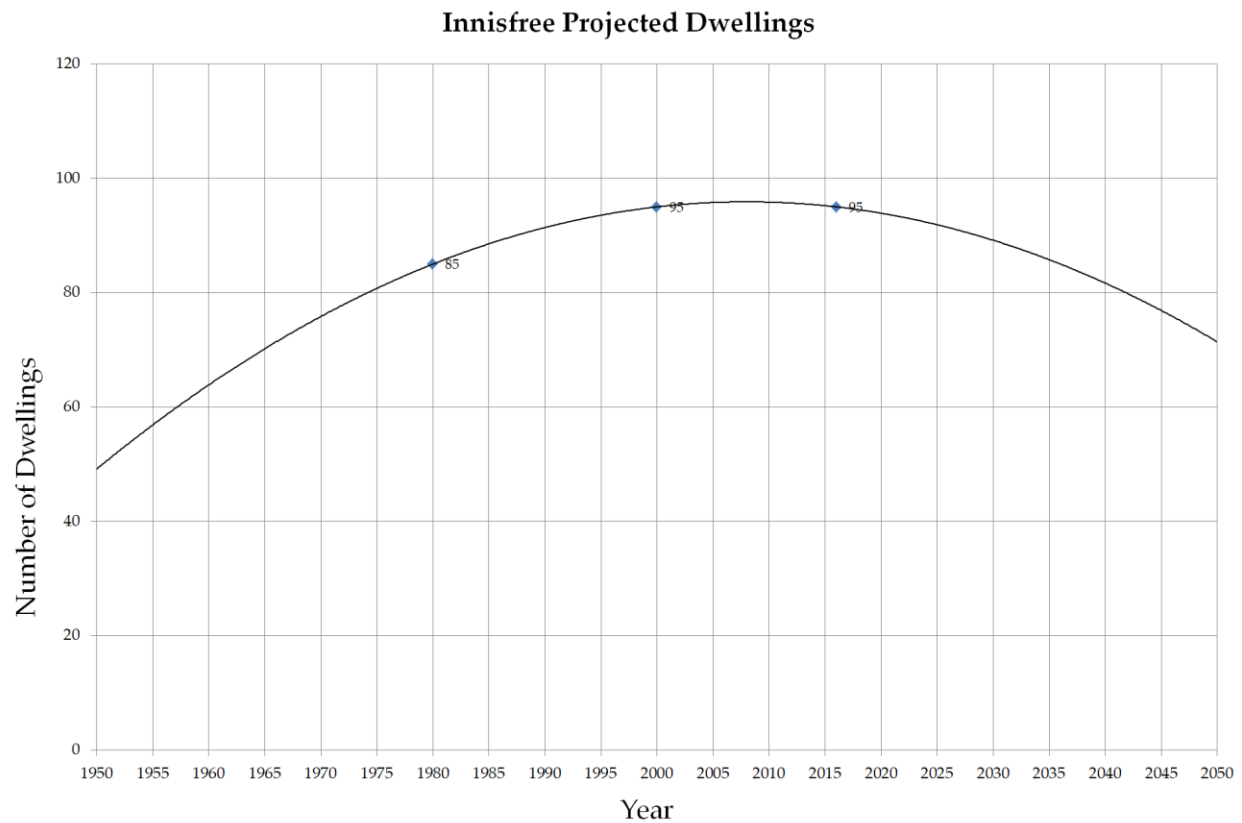


Figure 4



The Village is expected to maintain a population of approximately 200 people by 2050 if the growth rate is maintained. It is important to note that influencing factors could change the projections in Figures 3 and 4 overtime.

3.0 Vision Statement

The vision for the community was developed in mid-2018 and will guide the remaining sections of the MDP.

“Innisfree is a safe and healthy place to establish roots, promotes sustainable development and active lifestyles.”

3.1 Future Land Use Concept

Map 1, Land Use Concept (see appendix) identifies the preferred long-range growth and land use pattern as envisioned by the Village. This includes the type and location of different land uses, potential future growth areas outside the Village’s boundaries, and the general location of major roads. The land use concept may be further defined through the preparation and adoption of statutory and non-statutory plans for smaller areas of the Village.

The potential growth areas defined outside the Village’s boundaries (see Map 1) within the County of Minburn’s jurisdiction are aspirational and are not binding. Further consideration for growth areas beyond the Village’s corporate limits shall be provided in an Inter-municipal Development Plan and other joint statutory documents.

The Land Use Bylaw shall be utilized to implement the MDP policies through the designation of land use districts and the application of development standards for each district. The land use designations and the objectives for each are defined below:

- Residential Districts – reflects existing areas of residential development, land subdivided for residential development, and land intended for future residential growth.
- Commercial Districts – reflects areas of existing commercial development and future areas for commercial development.
- Institutional District – reflects existing and future areas for institutional development.
- Open Space – reflects areas to be kept in a natural state and public and private recreational areas.

4.0 Growth Management

Goal and Objectives

Achieve sustainable urban development that aligns with the physical settings and characteristics of the Village.

- Fiscal responsibility – sustainable growth.
- Urban growth shall be balanced to ensure high quality development through best managed practices.
- Administer policy and apply development standards in a consistent manner.
- Focus on proper planning practices through general land use controls.
- Open to new sustainable ideas that will improve the aesthetics of the Village.

Policies

1. The Village shall support a variety of housing options that contribute to economic growth initiatives as defined in Section 5.0.
2. The Village shall ensure growth is managed to limit urban sprawl whenever possible to protect land and resources for current and future generations.
3. The Village shall focus on infill residential and non-residential development whenever possible to maximize the use of existing infrastructure and assets.
4. The Village may consider land re-designation to accommodate unexpected or unique developments. As part of this process, the Village may require an area structure plan. The area structure plan shall be prepared to the satisfaction of the municipality and shall include all requirements specified in the *Municipal Government Act*.
5. Any additional studies, statutory plans, testing or approvals that may be required to determine the suitability of the subject lands for development may also be required and shall be the responsibility of the developer.
6. Overtime, the Village shall identify future growth needs and plan for annexations with the County of Minburn. Plans for annexation may be referred to in the Inter-municipal Collaboration Framework agreement.
7. The Village shall maintain a capital infrastructure plan. Any major public expenditure that is intended to improve the capacity of the Village shall be consistent with the community's capital and spending priorities.
8. The Village shall continue to apply for funding through regional and government agencies to support the community's growth objectives.
9. The Village shall endeavor to maintain strong local and regional partnership to support development/growth objectives that directly and indirectly benefit the community and region.

5.0 Economic Development

Goal and Objectives

Economic development and diversity are integral to the future growth and sustainability of the Village. Thus, the Village aims to expand the local economy to improve the tax base to ensure a variety of local employment opportunities and to enhance the quality of life for its residents.

- Endeavour to maintain or decrease the residential and non-residential mill rate to improve affordability and to attract economic development.
- Endeavour to increase the non-residential assessment base by 10 percent by 2029.
- Champion and advocate for local employment opportunities.
- Develop and maintain strong relations with the County of Minburn and regional organizations such as Alberta HUB to support strong economic ties that would be beneficial to the Village and region.

Policies

1. The Village shall support diversification of the local economy through the expansion of commercial and industrial activities. Diversification and expansion shall compliment the surrounding built and natural environments.
2. The Village shall support economic development from within the community through home-based businesses or home-occupations in residential areas whenever possible to enhance the local economy.
3. The Village supports, in principle, entrepreneurial ventures that contribute to the growth and expansion of the local economy.
4. The Village supports, in principle, private economic development initiatives.
5. The Village supports, in principle, joint (public and private) economic development initiatives.
6. The Village supports, whenever possible regional economic development initiatives.
7. The Village should consider the preparation of an economic development strategy that focuses on transportation and logistics corridors to drive local investment and growth opportunities.
8. The Village should consider the development of a marketing strategy that brings awareness to community's develop-ability and affordable living options.
9. The Village shall maintain an active online business directory. The Village should consider the development of a needs assessment that defines what business or industries are needed in the community. Upon completion, the needs assessment should be promoted to attract/showcase economic opportunities.

10. The Village shall refer economic expansion opportunities (within the municipality's corporate limits) to the County of Minburn for comment.

6.0 Urban Form, Housing and Neighbourhood Design

Goal and Objectives

The Village of Innisfree is a livable community that is barrier free and accessible to all.

- Affordable living.
- Reduce or maintain existing residential and non-residential mill rates.
- Increase the local tax base.
- Provide services and amenities that support healthy living.
- A safe community.
- Variety of housing opportunities to meet the needs of individual lifecycles.
- To minimize potential conflict between residential and non-residential land uses.

Policies

1. Urban development shall be of a high-quality design to reflect and complement existing development in the vicinity.
2. All urban development should complement the vision of the Village and aim to improve the economics and/or quality of life for those residing and visiting the community.
3. The density, scale, massing, floor area ratio, height, siting, setbacks and lot coverage of development shall be compatible with the existing development pattern in the surrounding area.
4. The Village shall direct residential development to areas identified in the Land Use Concept Map 1.
5. The Village shall ensure a broad mix of housing opportunities to include low, medium and high densities within the residential districts.
6. The Village shall support infill residential developments.
7. Residential districts shall be buffered from non-residential districts.

7.0 Commercial

Goal and Objectives

An active and attractive commercial area that supports local, regional, and international needs.

- Support existing businesses.
- Welcome and inclusive community for new commercial businesses.
- Promote a variety of employment opportunities.
- Diversify the local tax base seeking long-term sustainability.
- Maintain an inventory of commercially designated lands for sale or development.
- Focus on growth plans that take advantage of the transportation corridors to attract commercial development.
- To minimize potential conflict between commercial and non-commercial land uses.

Policies

1. The Village shall encourage the location of commercial development within the area identified in the Land Use Concept map (see appendix). The detailed form of commercial development shall be determined through area structure plans and area redevelopment plans where applicable, and Land Use Bylaw designations.
2. The Village shall encourage infill commercial development.
3. The Village shall encourage commercial development on highway 16 and ultimately seek to expand commercial development to light industrial development.
4. The Village shall work closely with Alberta Transportation to maintain proper access to the community from highway 16 and secondary highway 870.
5. The Village shall encourage railway companies and land developers, in co-operation with the County of Minburn and Alberta Transportation where applicable, to make provisions for convenient and safe rail crossings to facilitate vehicular and pedestrian movement.
6. The Village may require that a traffic impact assessment (TIA) be prepared in accordance with the Village's and/or Alberta Transportation requirements in support of an application for subdivision, development or redistricting, or as part of a conceptual scheme or area structure plan accompanying such an application. The Developer shall bear the responsibility and the costs of preparing the TIA as well as any undertakings and improvements specified in the TIA.
7. The Village shall assist where applicable with any applications to Alberta Transportation for commercial highway access points in future expansion areas.
8. Commercial development exteriors shall be of a high-quality design to reflect and complement existing development in the vicinity.

9. The Village encourages home based business within the residentially designated areas.
10. The Village shall strive for the redevelopment of the Central Business District along Railway Avenue, 50th Avenue, and 52nd Street.
11. The Village shall promote and encourage sustainable commercial building practices.

8.0 Industrial

Goal and Objectives

An active industrial area that provides employment opportunities to support local, regional, and international needs.

- Support existing businesses.
- Welcome and inclusive community for new industrial businesses.
- Promote a variety of employment opportunities.
- Diversify the local tax base seeking long-term sustainability.
- Maintain an inventory of industrial designated lands for sale or development.
- Focus on growth plans that take advantage of the transportation corridors to attract industrial development.
- To minimize potential conflicts between industrial and non-industrial land uses.

Policies

1. The Village shall encourage the location of industrial development within the area identified in the Land Use Concept map (see appendix). The detailed form of industrial development shall be determined through area structure plans and area redevelopment plans where applicable, and Land Use Bylaw designations.
2. The Village shall encourage industrial development along the highway 16 corridor.
3. The Village shall encourage industrial development by maintaining a large land base for industry. The Village shall annex land from the County of Minburn east and west along highway 16 to expand industrial use and development.
4. The Village shall work closely with industrial developers to ensure suitable lands are acquired for industry needs while taking into consideration the natural and built environment.
5. Proper environmental practices shall be required for all industrial developments.
6. The Village shall promote and encourage sustainable industrial building practices.
7. The Village may require an independent Environmental Impact Assessment (EIA) to be completed before permitting an industrial use that may potentially cause environmental risks or public health problems.
8. The Village shall strongly consider the impact of land use conflicts related to noise, vibration, smoke, dust, odor or potential environmental contaminants. There shall be proper separation and buffer between all industrial and residential areas.
9. The Village shall encourage railway companies and land developers, in co-operation with the County of Minburn and Alberta Transportation where applicable, to make

provisions for convenient and safe rail crossings to facilitate vehicular and pedestrian movement.

10. The Village may require that a traffic impact assessment (TIA) be prepared in accordance with the Village's and/or Alberta Transportation requirements in support of an application for subdivision, development or redistricting, or as part of a conceptual scheme or area structure plan accompanying such an application. The Developer shall bear the responsibility and the costs of preparing the TIA as well as any undertakings and improvements specified in the TIA.

9.0 Transportation

Goal and Objectives

The Village of Innisfree is widely accessible with an extensive transportation network that contributes to the safety and flow of people, business, and industry.

- A well-maintained road, rail and transportation network.
- To ensure transportation infrastructure is developed, maintained and safe for vehicular and pedestrian traffic.
- To ensure the future land use and development is compatible with existing and planned transportation network expansion.

Policies

1. The Village shall ensure all development provides for the safe flow (access and egress) of traffic from adjacent roadways without disruption to the transportation network.
2. The Village shall ensure transportation infrastructure is planned and constructed in a cost-effective manner and shall continue to incorporate roadway improvements in the capital plan where applicable.
3. The Village shall coordinate with Alberta Transportation for transportation upgrades.
4. The Village shall collaborate with regional partners to enhance transportation networks.
5. The Village shall clearly mark all truck routes to prevent interruption within residential districts.
6. The Village shall support infill development to best utilize existing infrastructure.
7. The Village shall consult with CN Rail to ensure proper rail safety and rail maintenance occurs.
8. Property for road rights-of-way will be acquired through dedication or an agreement for purchase at the time of development or redevelopment of a property through building setbacks or subdivision design.
9. The Village may establish a bylaw for off-site levies in accordance with the *Municipal Government Act*.
10. The Village should adopt standards and specifications for future road developments to include, road widths, road base, drainage, curb, gutter, and sidewalks.

10.0 Heritage Preservation

Goals and Objective

Well preserved heritage sites that assist with the promotion and development of the Village.

- Partner with local community groups and organizations to rehabilitate and maintain the Village's heritage sites.
- Support the development and expansion of cultural assets within the Village.
- Support and encourage opportunities for the rehabilitation of historical building on Main Street.
- Support and encourage belonging and the community's sense of identity.

Policies

1. The Village shall encourage owners and developers to rehabilitate cultural buildings where there is significant value and benefit.
2. The Village shall protect existing heritage sites from incompatible developments.
3. The Village shall assist wherever possible the promotion of cultural assets such as the museum.
4. Cultural organizations shall be encouraged to work with regional, provincial and international tourism associations to promote and market the Village's historical assets.
5. The Village shall support cultural diversity and assist with land mark designations where applicable.
6. The Village shall support a local and regional community culture of "togetherness".

11.0 Parks, Recreation and Culture

Goals and Objectives

A connected community that is supported by abundant open/green spaces, recreation, and cultural opportunities for all ages to promote healthy living.

- Promote healthy and sustainable living.
- Effective use of reserve lands.
- Natural space for current and future generations to enjoy.
- Environmentally sustainable operating practices.
- An accessible community that offers a variety of barrier free activities.

Policies

1. The Village shall provide built and natural settings for recreation and culture facilities, parks and green spaces, open areas and trails to meet the needs of the community and to remain competitive in the urban landscape.
2. The Village shall incorporate barrier free developments within all parks, recreation and cultural sites to ensure proper access for uses.
3. The Village shall adopt greening initiatives (e.g. tree and flower planting) that contribute to local beautification.
4. The Village should continue to explore funding opportunities for the provision of parks, recreation and cultural facilities in the community. Funding opportunities may be through regional partnerships, government agencies, not-for-profit organizations, foundations and local community groups.
5. The Village shall complete a needs assessment prior to the expansion or redevelopment of any park, recreation or cultural facility.
6. The Village shall integrate sustainable building practices where applicable to reduce the overhead/operating costs within all recreation and cultural facilities.
7. The Village shall promote and market Innisfree Recreation Park, the Recreation Centre, Ice Arena/Agri plex, Curling Centre and Equestrian Riding Arena.
8. The Village shall preserve Innisfree Recreation Park.
9. The Village shall encourage the recognition of donations through signage or place naming throughout the community for parks, recreation and cultural facilities.
10. The Village shall work with public and private developers to coordinate activities to enhance parks and open spaces.
11. The Village supports the preservation of natural areas and natural vegetation in open spaces. A variety of native trees and vegetation shall be encouraged to minimize maintenance and water use.

12. The Village encourages the planting of shelterbelts and windbreaks on public and private lands.
13. The Village supports pedestrian and bicycle accessibility. Sidewalks shall be constructed and marked to promote barrier free usage where applicable.
14. The Village shall consult with community stakeholders when developing any type of trail network.
15. Upon subdivision, the subdivision authority shall require the provision of up to 10 percent of the land to be subdivided as Municipal Reserve in accordance with the provisions of the *Municipal Government Act*. Municipal Reserves parcels shall be located to allow for convenient access by the public and shall not consist of ecologically sensitive areas.
16. The Village shall consider the use of Municipal Reserve lands for recreation. New residential subdivisions shall include Municipal Reserve lands for the purpose of integrating walking trails and access to recreational amenities in the community.
17. Municipal and Environmental Reserves may be used for active and passive recreation, the development of continuous pedestrian linkages or for natural drainage courses, storm water retention or other similar uses. The Village may, at its discretion, credit a portion of lands dedicated as public utility lots (PULs) towards overall reserve dedication if the Village determines that the subject PUL lands have recreational value.
18. Municipal Reserve parcels may be used to provide green spaces, buffers, school sites, parks and recreation facilities, and linear parks and pathways.
19. When dedication of Municipal Reserve is required for subdivision, the Village may accept cash-in-lieu of dedication unless there is an identified need for recreational land in the vicinity of the development.

12.0 Environment

Goal and Objectives

To take a balanced approach to ensure the Village effectively manages environmental conservation and economic development.

- To restrict development on land that is environmentally sensitive and/or subject to development risks.
- To lead by example through environmental management best practices and to extend the responsibility of best practices to property owners and developers.
- To acknowledge and conserve the natural environment of the Village for current and future generations.

Policies

1. The Village shall encourage those with agricultural holdings to protect the natural and economic value of their soils by minimizing activities that cause soil degradation or loss.
2. The Village may implement a water conservation plan to reduce the quantity of water consumed within the community.
3. The Village may require that subdivision and development proposals involving hazard land provide a Phase 1 Environmental Site Assessment in accordance with the Canadian Standards Association Z768-01 and/or a geotechnical assessment prepared by a qualified professional engineer. Directives from the studies to mitigate potential hazards may be directed to the applicant.
4. Prior to acquiring lands, the Village shall obtain a Phase 1 Environmental Site Assessment in accordance with the Canadian Standards Association Z768-01 and/or a geotechnical assessment prepared by a qualified professional engineer to ensure the integrity of the lands.
5. If land or property is suspect of contamination, the Village shall require documentation to confirm that the site has been cleared of contamination prior to any development.
6. The Village shall protect water sources by minimizing potential negative impacts through sound land use planning practices.
7. The Village shall encourage sustainable development practices to protect the environment (e.g. alternate energy sources, water recirculation systems, etc.).
8. The Village shall ensure storm water drainage is properly integrated into all new developments.
9. The Village shall endeavor to protect and conserve natural areas and integrate the areas into open spaces for citizens to enjoy.
10. Upon subdivision, the subdivision authority may require that undevelopable lands are dedicated as Environmental Reserve parcels or Environmental Reserve easements in accordance with the provisions of the *Municipal Government Act*.

13.0 Community and Protective Services

Goal and Objectives

The Village of Innisfree prioritizes actions to ensure it is a safe community.

- Protect the residents from criminal and unlawful activities.
- Protect the residents of Innisfree in emergent situations.
- Cooperate with adjacent municipalities to ensure public safety is managed effectively through emergency services.

Policies

1. Public safety requirements shall guide all developments.
2. The Village shall ensure its Emergency Management Plan is implemented and up-to-date to protect the safety of its residents.
3. The Village shall participate in regional emergency management preparedness training.
4. The Village shall ensure protective services are available locally or regionally in accordance with the *Municipal Government Act*.
5. The Village shall consider *Crime Prevention through Environmental Design* principles when reviewing development applications and in the layout and implementation of public areas, gathering spaces, and green spaces.

14.0 Municipal Infrastructure

Goal and Objectives

To attract and retain citizens, business, industry and tourism, the Village will provide core services with access to safe, reliable utility and infrastructure services. The Village will proactively plan for utility service and infrastructure maintenance to support future urban development.

- Provide municipal services that contribute to quality living in the Village.
- Fiscal responsibility - plan for the maintenance, replacement and upgrading of public utilities.
- Promote best practices to maintain or reduce the cost of providing municipal services to the citizens of Innisfree.

Policies

1. The Village shall maintain a capital infrastructure replacement plan that prioritizes municipal infrastructure priorities in alignment with its capital plan.
2. The Village should continue to apply for funding to assist with municipal infrastructure upgrades through government agencies.
3. The Village should endeavor to maintain a Geographic Information System (GIS) to record and track all municipal infrastructure.
4. The Village should endeavour to maintain a current asset management plan.
5. Development and services should occur in a manner that minimizes the financial burden and risk for citizens and property owners of Innisfree while maintaining the community's fiscal health.
6. The Village shall ensure protective services are provided to the residents of Innisfree in a cost effective and efficient manner.
7. The Village shall ensure the citizens of Innisfree receive fair and equitable common services such as, snow removal, infrastructure maintenance, and garbage pick-up/amenities.
8. The Village shall ensure the citizens of Innisfree have access to social programming whenever possible to improve their quality of life.
9. The Village may transition to a cost-recovery financial system for recreation and culture services to reduce the general tax base for users.
10. The Village shall adopt sustainable practices, whenever possible to reduce the operating cost of municipal facilities, services and infrastructure.
11. The Village supports the development, whenever possible, of partnerships with the County of Minburn and adjacent municipalities for the provision of municipal services.

15.0 Inter-municipal Cooperation

Goal and Objective

Long-term viability is influenced by the Village's efforts for inter-municipal collaboration and cooperation.

- Cooperative planning with the County of Minburn.
- Maintain strong relationships with adjacent municipalities and organizations such as Alberta HUB.

Policies

1. The Village shall prepare an Inter-municipal Collaboration Framework with the County of Minburn as defined in the *Municipal Government Act*.
2. The Village shall ensure open/transparent communication with adjacent municipalities and stakeholders when considering land use and development decisions.
3. The Village shall cooperate in joint planning, development and operating frameworks with adjacent municipalities that addresses effective and cost-efficient coordination of land uses, future growth areas, transportation systems, municipal infrastructure and community services through the policies.
4. The Village shall discourage any development that has a negative impact on adjacent municipalities. The Village shall refer to the County of Minburn for comment, prior to a decision all:
 - a. Proposed statutory plans and plan amendments,
 - b. Applications for land use bylaw amendments that may impact the County,
 - c. General planning studies and other major development proposals located adjacent to the Village boundary.
5. The Village shall refer to the Inter-municipal Development Plan or Inter-municipal Collaboration Framework for annexations.

16.0 Implementation

Goal and Objectives

To promote the implementation of the MDP.

- To implement the MDP through other statutory and non-statutory plans and to ensure consistency between the plans.
- To foster awareness of land use planning policies and participation in planning processes by stakeholders and the general public.
- To provide for periodic review of the MDP to monitor the efforts to achieve the MDP's goals.

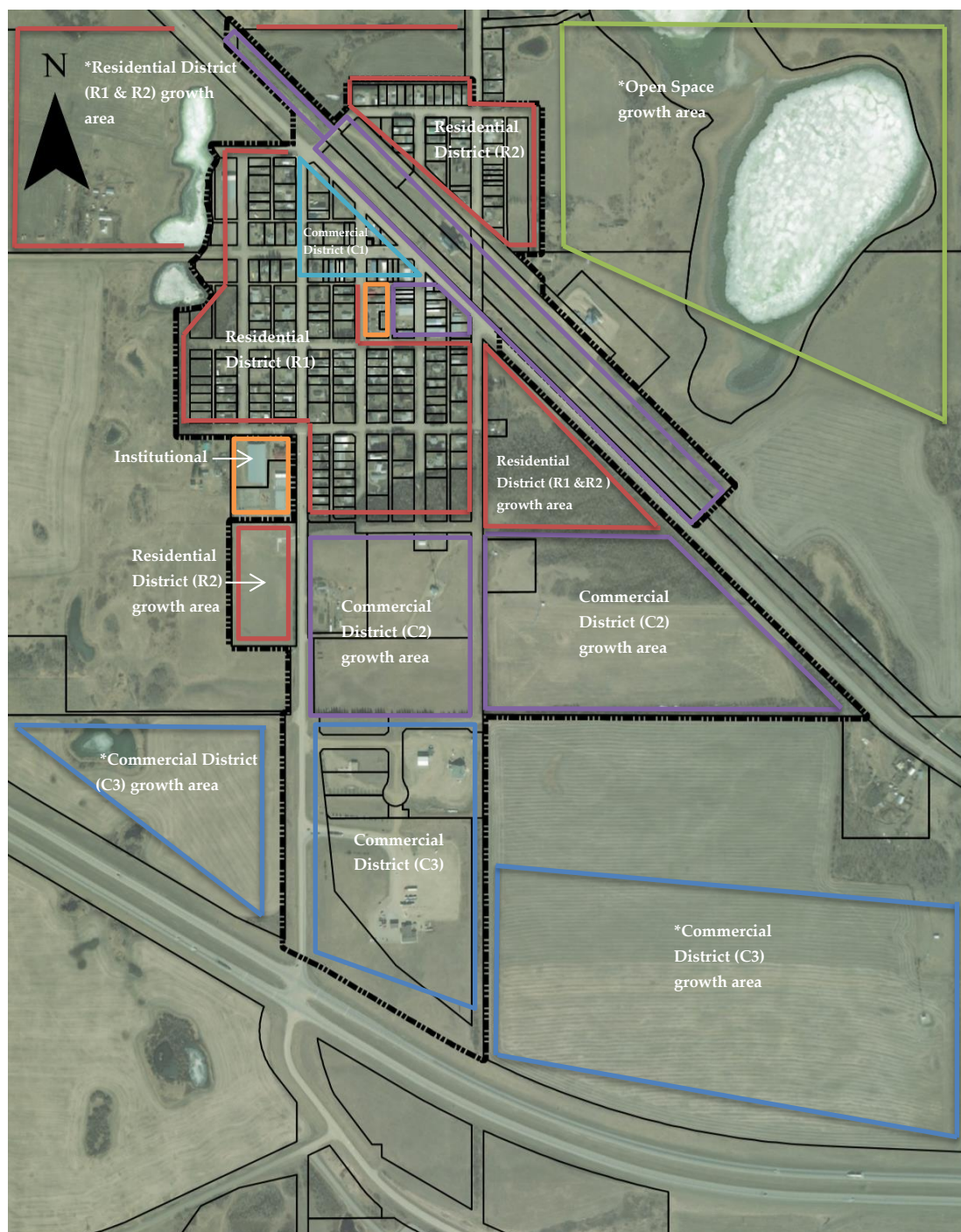
Policies

1. The Village, landowner or developer may initiate an amendment to this Plan. The Village shall require the submission of such background information to support the request for a bylaw amendment. Amendment of the MDP shall follow the appropriate procedures as outlined in the *Municipal Government Act*. The Village may charge a fee to process an amendment to this plan.
2. All statutory plans adopted by the Village shall be consistent with one another.
3. The Village may require an area structure plan when considering a subdivision application for larger parcels of land.
4. The Village shall complete a formal review of the Plan every five-years.
5. The Village shall complete an informal review of the Plan every three-years to measure the implementation of its policies.

Date of Review	Amendment	Motion No.

Appendix 1

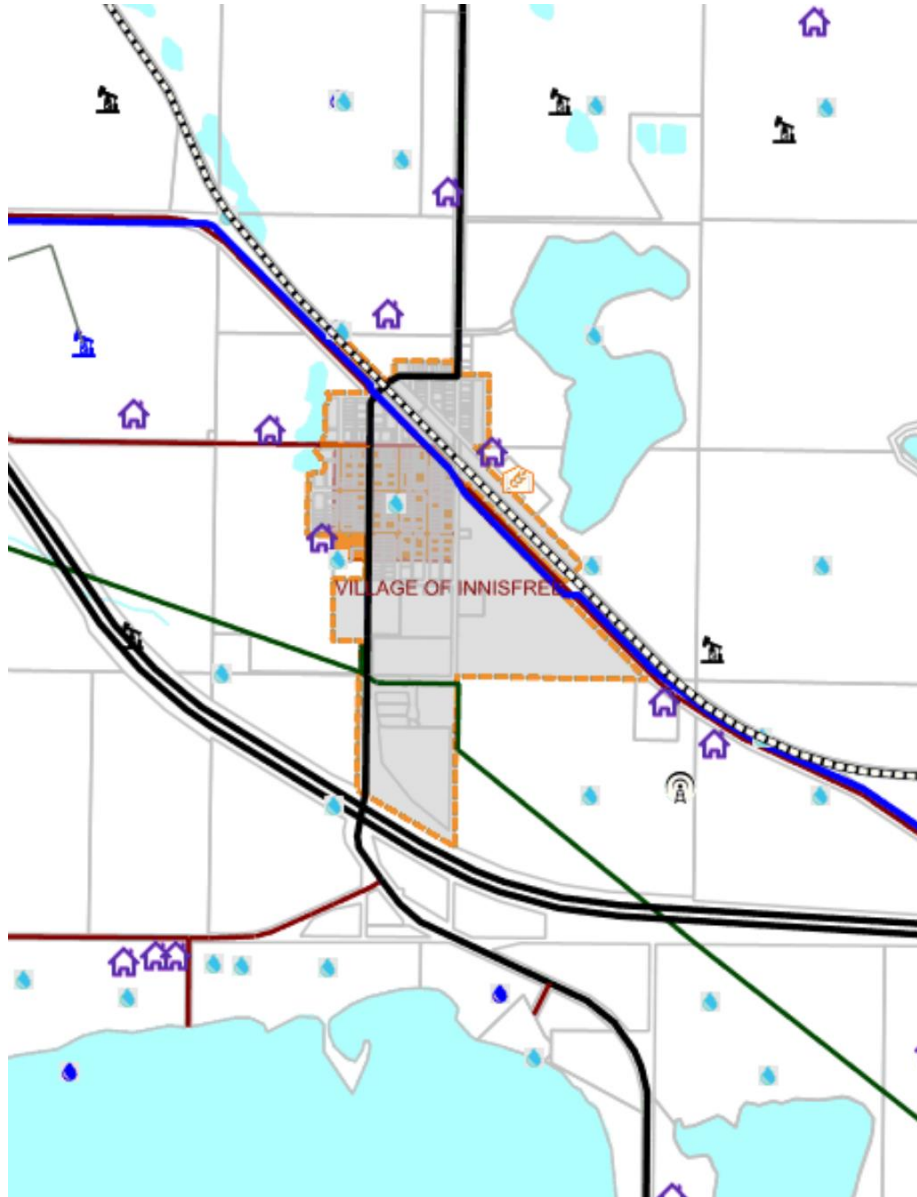
Future Land Use Concept Map



**Note 1. The potential growth areas defined in Map 1 that are outside the Village's boundaries within the County of Minburn's jurisdiction are aspirational and are not binding.*

Appendix 2

Significant Features Map



The significant features map was retrieved from County of Minburn's GIS program and highlights oil and gas activity, the sewage lagoon site and active/inactive water wells.

Request for Decision (RFD)

Topic: Waive Utility Charges – A/C No. 1660000
Initiated by: Administration
Attachments: November 2018 – April 2018 Utility Bill
Last Reading received October 1, 2018
Utility Bylaw 593-14
Master Rates Bylaw 631-17

Purpose(s):

The Video Café had closed in August 2018. Utility charges continued to be charged to Utility Account No. 166000 even with the water being turned off at the meter. The Chief Administrative had misinformed the business owner and was unaware of the charges as they were out of province.

Background:

- Utility Bills from November 2018, December 2018, January 2019, February 2019, March 2019 and April 2019 (enclosed).
- Resident had provided the Village with the “last reading” dated October 1, 2018 (see attached).
- Resident has not been charged “consumption” on water bill, however charges for Joint Landfill, Stormwater, Water Flat and Water Regional Fund had been charged totaling an outstanding amount of \$357.68.
- The resident advised that the valve located at the water meter was turned off. The Chief Administrative Officer was new at the time and was unsure of proper protocol. CAO had advised resident that they were not going to be charged fees on the account.
- I had consulted previous CAO as well as Public Works Foreman, in December 2018, and they had advised me the business owner would still incur charges unless the water was turned off at the street.
- Since the current CAO had misinformed the resident, it would be in the Village’s best interest to waive the fees from the previous months. Also, that the water be turned off at the main valve, to ensure no further charges are incurred on this account.

Key Issues/Concepts:

1. Resident was unaware of utility charges as they were out of province.
2. Current CAO had given wrong information to business owner.

Option(s):

1. As directed by Council.
2. That this item be received as information
3. That Council waive the utility charges in the amount of \$357.68 for Utility Account No. 166000. Further that the water be shut off at the street to avoid future charges.
4. That Council deny the request to waive Utility Charges in the amount of \$357.68 for Utility Account No. 166000. Further that the water be shut off at the street to avoid future charges. E

Financial Implication(s):

- N/a

Relevant Policy/Legislation:

- Utility Bylaw No. 593-14
- Master Rates Bylaw 631-17

RECOMMENDATION(s):

- That Council waive the utility charges in the amount of \$357.68 for Utility Account No. 166000. Further that the water be shut off at the street to avoid future charges.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



UTILITY BILLING

BILLING DATE
April 12, 2019

NAME 1660000

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period March 01, 2019 To March 31, 2019

Previous Balance	299.29	
Balance Forward	299.29	299.29

SERVICE ADDRESS

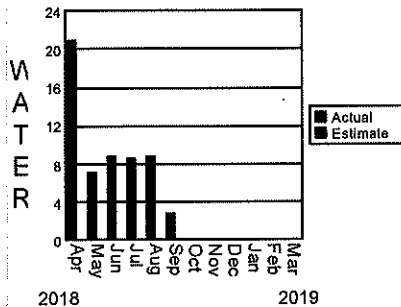
Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

BASIC CHARGES		
Joint Landfill Commercial	15.00	15.00
Stormwater Infra Renewal Fee	3.39	3.39
Water Flat Fee Non Res (25)	25.00	25.00
Water Regional Fund	15.00	15.00
Total Basic Charges	58.39	58.39

LEGAL DESCRIPTION

Lot 6,7
Block 7
Plan 4175R

WATER CONSUMPTION CHARGES		
Meter ID R10493264	Consumption	0.000 m³ Actual
Prev Read 347.900 February 28	Water Consumption	0.00
Curr Read 347.900 April 12		



G.S.T. 13092 6843 RT0001 0.00

SIGN UP FOR UTILITY E-BILLS. SEE ATTACHMENT.

357.68

AMOUNT NOW DUE

RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES

SIGN UP FOR UTILITY E-BILLS. SEE ATTACHMENT.

A COPY HAS BEEN SENT TO
Bergman, Grant

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



BILLING DATE
April 12, 2019

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
299.29	58.39	366.62	April 30, 2019	357.68	
			Account Number 1660000		

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Village of Innisfree

UTILITY BILLING

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886

WELCOME TO
INNISFREE

BILLING DATE
March 13, 2019

NAME1660000

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period February 01, 2019 To February 28, 2019

March 13, 2019PENALTY APPLIED

Previous Balance235.02
5.88

Balance Forward240.90240.90

SERVICE ADDRESS

Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

LEGAL DESCRIPTION

Lot 6,7
Block 7
Plan 4175R

BASIC CHARGES

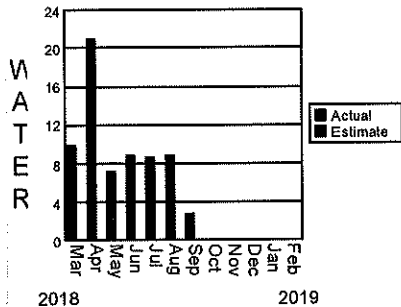
Joint Landfill Commercial15.00
Stormwater Infra Renewal Fee3.39
Water Flat Fee Non Res (25)25.00
Water Regional Fund15.00

Total Basic Charges58.3958.39

Meter ID R10493264

WATER CONSUMPTION CHARGES

Prev Read347.900 February 11Consumption0.000 m³Actual
Curr Read347.900 February 28Water Consumption0.00



G.S.T. 13092 6843 RT00010.00

PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE.

AMOUNT NOW DUE299.29

RETAIN THIS PORTION FOR YOUR RECORDS

A COPY HAS BEEN SENT TO
Bergman, Grant

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree		<div>WELCOME TO INNISFREE</div>		BILLING DATE March 13, 2019	
Box 69 5116 - 50 Avenue INNISFREE, AB T0B 2G0 (780) 592-3886					
PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
240.90	58.39	306.77	March 29, 2019	299.29	
		Account Number 1660000			

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



UTILITY BILLING

BILLING DATE
February 11, 2019

NAME 1660000

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period January 01, 2019 To January 31, 2019

January 31, 2019	PENALTY APPLIED	Previous Balance	176.63
January 31, 2019	PENALTY REVERSED		4.42
			(4.42)
		Balance Forward	176.63
			176.63

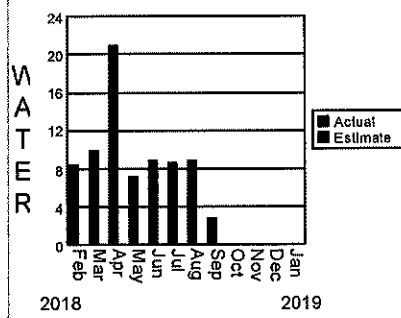
SERVICE ADDRESS

Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

LEGAL DESCRIPTION

Lot 6,7
Block 7
Plan 4175R

BASIC CHARGES	
Joint Landfill Commercial	15.00
Stormwater Infra Renewal Fee	3.39
Water Flat Fee Non Res (25)	25.00
Water Regional Fund	15.00
Total Basic Charges	58.39



METER ID R10493264		WATER CONSUMPTION CHARGES	
Prev Read	347.900 January 08	Consumption	0.000 m³
Curr Read	347.900 February 11	Water Consumption	0.00
		G.S.T. 13092 6843 RT0001	0.00

PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE. **235.02**

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES

A COPY HAS BEEN SENT TO
Bergman, Grant

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



BILLING DATE
February 11, 2019

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
176.63	58.39	240.90	February 28, 2019	235.02	
			Account Number 1660000		

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



UTILITY BILLING

BILLING DATE
January 09, 2019

NAME	1660000
------	---------

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period December 01, 2018 To December 31, 2018

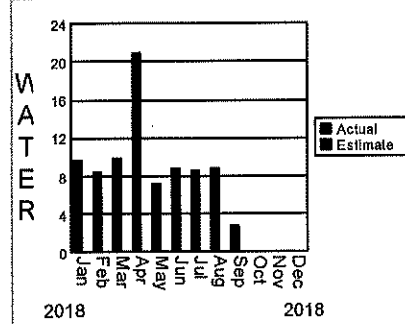
Previous Balance	118.24	
Balance Forward	118.24	118.24

SERVICE ADDRESS

Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

LEGAL DESCRIPTION

Lot 6,7
Block 7
Plan 4175R



BASIC CHARGES			
Joint Landfill Commercial	15.00		15.00
Stormwater Infra Renewal Fee	3.39		3.39
Water Flat Fee Non Res (25)	25.00		25.00
Water Regional Fund	15.00		15.00
Total Basic Charges	58.39		58.39

WATER CONSUMPTION CHARGES			
Meter ID R10493264			
Prev Read	347.900 December 11	Consumption	0.000 m³ Actual
Curr Read	347.900 January 08	Water Consumption	0.00

G.S.T. 13092 6843 RT0001 0.00

PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE. **176.63**

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES

A COPY HAS BEEN SENT TO
Bergman, Grant

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



BILLING DATE
January 09, 2019

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
118.24	58.39	181.05	January 31, 2019	176.63	
			Account Number		
			1660000		

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



UTILITY BILLING

BILLING DATE
December 14, 2018

NAME	1660000
------	---------

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period November 01, 2018 To November 30, 2018

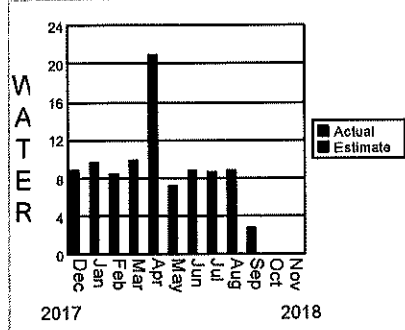
December 05, 2018	PENALTY APPLIED	Previous Balance	58.39	
			1.46	
		Balance Forward	59.85	59.85

SERVICE ADDRESS

Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

LEGAL DESCRIPTION

Lot 6,7
Block 7
Plan 4175R



BASIC CHARGES			
Joint Landfill Commercial	15.00		15.00
Stormwater Infra Renewal Fee	3.39		3.39
Water Flat Fee Non Res (25)	25.00		25.00
Water Regional Fund	15.00		15.00
Total Basic Charges	58.39		58.39

WATER CONSUMPTION CHARGES			
Meter ID R10493264			
Prev Read	347.900	October 31	Consumption 0.000 m³ Actual
Curr Read	347.900	December 11	Water Consumption
			0.00

G.S.T. 13092 6843 RT0001	0.00
PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE.	118.24

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

A COPY HAS BEEN SENT TO
Bergman, Grant

IMPORTANT MESSAGES

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



BILLING DATE
December 14, 2018

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
59.85	58.39	121.20	November 30, 2018	118.24	

Account Number
1660000

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



UTILITY BILLING

BILLING DATE
November 08, 2018

NAME 1660000

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

Billing Period October 01, 2018 To October 31, 2018

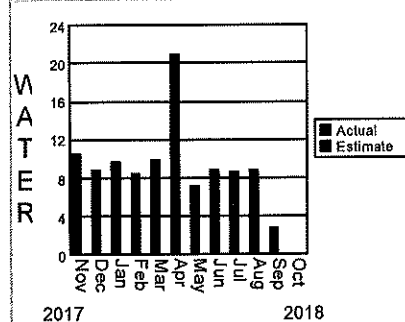
Previous Balance	0.00
Balance Forward	0.00

SERVICE ADDRESS
Route 1 Sequence 47
5111 50 Ave
5111 50 Ave

BASIC CHARGES	
Joint Landfill Commercial	15.00
Stormwater Infra Renewal Fee	3.39
Water Flat Fee Non Res (25)	25.00
Water Regional Fund	15.00
Total Basic Charges	58.39

LEGAL DESCRIPTION
Lot 6,7
Block 7
Plan 4175R

METER ID R10493264 WATER CONSUMPTION CHARGES	
Prev Read	347.900 September 30
Curr Read	347.900 October 31
Consumption	0.000 m³
Water Consumption	0.00



G.S.T. 13092 6843 RT0001 0.00

PLEASE NOTE - UTILITY ACCOUNTS ARE DUE AND PAYABLE 58.39

AMOUNT NOW DUE
RETAIN THIS PORTION FOR YOUR RECORDS

IMPORTANT MESSAGES

A COPY HAS BEEN SENT TO
Bergman, Grant

PLEASE NOTE PENALTY DATE AND SUBMIT PAYMENT ON OR BEFORE THIS DATE.

Village of Innisfree

Box 69 5116 - 50 Avenue
INNISFREE, AB T0B 2G0
(780) 592-3886



BILLING DATE
November 08, 2018

PAST DUE AMOUNT	CURRENT CHARGES	AFTER PENALTY DATE PAY	LAST DATE BEFORE PENALTY	AMOUNT NOW DUE	AMOUNT PAID
0.00	58.39	59.85	November 30, 2018	58.39	
			Account Number		
			1660000		

Video Cafe
Box 178
Innisfree, AB T0B 2G0
Canada

O	E-MAIL ADDRESS					SIGNED	
	PHONED <input type="checkbox"/>	CALL BACK <input type="checkbox"/>	RETURNED CALL <input type="checkbox"/>	WANTS TO SEE YOU <input type="checkbox"/>	WILL CALL AGAIN <input type="checkbox"/>	WAS IN <input type="checkbox"/>	URGENT <input type="checkbox"/>

BlueLine REDIFORM.

© 2012

PHONE MEMO	TO	DATE	TIME	AM	PM		
	FROM	Grant Bergman					
	OF	PHONE ()					
		CELL ()					
		FAX ()					
	MESSAGE	Sept 28 Meter Reading 00000 3479					
	E-MAIL ADDRESS				SIGNED		
	PHONED <input type="checkbox"/>	CALL BACK <input type="checkbox"/>	RETURNED CALL <input type="checkbox"/>	WANTS TO SEE YOU <input type="checkbox"/>	WILL CALL AGAIN <input type="checkbox"/>	WAS IN <input type="checkbox"/>	URGENT <input type="checkbox"/>

BlueLine REDIFORM.

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UTILITY BYLAW 593-14

OF THE VILLAGE OF INNISFREE, IN THE PROVINCE OF ALBERTA

A bylaw of the Village of Innisfree, in the Province of Alberta to authorize the Municipal council to operate and levy general rates for the supply of public utilities and services provided by the municipality.

WHEREAS under the provisions of the Municipal Government Act, RSA 2000, Chapter M-26 amendments thereto, the Council has been granted the authority to pass bylaws for municipal purposes respecting public utilities and services provided by, or on behalf of the municipality, and,

WHEREAS the Village of Innisfree provides for a water supply, a sanitary sewage collection and disposal system, and a waste disposal service, and;

WHEREAS it is necessary to make a charge against the property owners for whose convenience the said utilities and services have been provided;

NOW THEREFORE the Municipal Council of the Village of Innisfree duly assembled **ENACTS AS FOLLOWS:**

1. Any property owner or owners requiring services must make application for those services at the Village Office.
2. A charge shall be made for the use of the water supply, sanitary sewage collection and disposal system, and for the provision of waste disposal services, pursuant to the Master Rates Bylaw as amended from time to time.
3. No utility account shall be set up for an occupant of a parcel of land who is not the owner for the use of the water supply, sanitary sewer collection and disposal system, or for the provision of waste disposal services upon the final passing of this bylaw.
4. The owner of a property may request a copy of the invoice be mailed to the tenant; however the property owner will receive the original invoice.
5. The Rates hereby imposed shall be payable by the property owner on or before the date which will be set out on the notice mailed or delivered to the property owner each month. If a property owner is in default of payment of the said rates after the date named, the Village shall have the right to disconnect water supply to said property, or shall have the right to enforce payment of the said rates by transfer of the municipal services to the owner's tax account.
6. Invoices shall be due at the end of the billing month. In the event that utility/service charges remain unpaid after 30 days following the date that the charges were invoiced, there shall be added by way of a penalty, an amount which shall be 2.5% of the then unpaid service bill. The said penalty shall be added to and shall form part of the unpaid utility bill. A further penalty will be applied on unpaid accounts after 30 days at 2.5% and the service may be discontinued as per section 5.

UTILITY BYLAW 593-14
OF THE VILLAGE OF INNISFREE, IN THE PROVINCE OF ALBERTA

7. The cost of connecting an owner's services to the Village at the property line of the owner shall be borne by the owner, but no such connection shall be made without notice to the Village of Innisfree nor until such time as the proper inspections have been made to ensure compliance with both Village and Provincial standards.
8. No subscriber of a Village utility system/service shall by gift or otherwise discharge any of the services of the said systems for use outside the property for which the services are rendered.
9. If a person, firm or corporation:
 - a) willfully or maliciously hinders or interrupts or causes or procures to be hindered or interrupt the Village or its contractors, servants, agents, workman or any of them in the exercise of any of their powers and authorities related to public utilities by or contained in the Municipal Government Act;
 - b) not being in the employment of the Village and not being a member of the fire department and authorized in that behalf, willfully opens or closes any hydrant or
 - c) obstructs the free access to any hydrant, stop-cock, chamber pipe or hydrant chamber by placing on it any building material, rubbish or other obstruction;
 - d) throws or deposits any injurious, noisome or offensive matter into the water or water works or on the ice in case that water is frozen or in any way fouls the water or commits any willful damage or injury to the works, pipes or encourages it to be done;
 - e) throws or deposits any injurious, noisome or offensive matter into the sanitary sewer system which in any way adversely affects the operation of the municipality's lagoon;
 - f) willfully alters a meter placed on any service pipe or connected with it inside or outside any house, building or other place so as to lessen or later the amount of water registered by it, unless specifically authorized by the municipality for that particular purpose or occasion;
 - g) lays or causes to be laid or attached any pipe or main or wire rod to communicate with any pipe or main or wire or rod of the public utility or in anyway obtains or uses any water thereof without the consent of the Village;
 - h) willfully and without authority, enters, interrupts or cuts off the supply of public utilities;

is guilty of an offence and liable to a fine of not more than \$10,000.

10. The fee payable to the Village for discontinuation of a service upon the request of a person, firm or corporation shall be the basic monthly maintenance fee, pursuant to fees, as set by Council, from time to time.
11. Any service, which is discontinued:
 - a) upon request of a person, firm or corporation, or
 - b) for reason of non-payment

UTILITY BYLAW 593-14
OF THE VILLAGE OF INNISFREE, IN THE PROVINCE OF ALBERTA

shall pay a service charge pursuant to fees, as set by Council, from time to time before services are re-instated.

12. Any charges provided for under this bylaw shall constitute debts recoverable by actions in accordance with the Municipal Government Act.
13. An adjustment may be calculated at any time if the account balance at the end of any payment period is demonstrated to be inconsistent with the monthly payment amounts.
14. If any provision of this Bylaw is determined by a court of competent jurisdiction to be unlawful or unenforceable, that provision shall be severed from this Bylaw and shall not affect the validity of any remaining provision of this Bylaw.
15. Bylaw Number 582-12 is hereby repealed.
16. This bylaw shall take effect on the day of the final passing thereof.

READ A FIRST TIME THIS 21ST DAY OF OCTOBER, 2014 A.D.

READ A SECOND TIME THIS 21ST DAY OF OCTOBER, 2014 A.D.

READ A THIRD TIME BY UNANIMOUS CONSENT OF COUNCIL AND FINALLY
PASSED THIS 21ST DAY OF OCTOBER 2014 A.D.

MAYOR Deb McMann

Jennifer Hodel, CAO

**VILLAGE OF INNISFREE
MASTER RATES BYLAW 631-17**

**A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR
2018 MASTER RATES – FEES AND CHARGES**

WHEREAS the Council of the Village of Innisfree, in the Province of Alberta considers it necessary to establish one reference for fees and charges for activities and services provided by the municipality.

AND WHEREAS under the provisions of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, and amendments thereto, the Council of the Village of Innisfree may pass Bylaws and may make provisions that it deems necessary to carry out the purposes of the Bylaw;

AND WHEREAS the addition or amendment of any section of this Master Rates Bylaw shall only affect that particular rate and all other rates shall remain in full force and effect. Should there be an inconsistency between this bylaw and another bylaw adopted on another date, the rates referenced in this bylaw shall supersede.

NOW THEREFORE, be it resolved that the Council of the Village of Innisfree, in the Province of Alberta, does hereby adopt this 2018 Master Rates – Fees and Charges Bylaw for the Village of Innisfree.

1. Each separate provision of this Bylaw shall be deemed independent of all other provisions and,
2. Should any provision of this Bylaw be declared invalid for any reason by a Court of competent jurisdiction, then that provision may be severed and all other provisions of this Bylaw remain valid and enforceable,
3. All sections attached to this bylaw shall form part of this bylaw.

This bylaw shall come into full force and have effect January 1st, 2018 upon the third and final reading thereof.

Bylaw 624-16 is hereby rescinded.

READ A FIRST TIME THIS 19th DAY OF DECEMBER, 2017

READ A SECOND TIME THIS 19th DAY OF DECEMBER, 2017

**AND WITH UNANIMOUS CONSENT OF COUNCIL, READ A THIRD TIME AND
FINALLY PASSED THIS 19th DAY OF DECEMBER, 2017**

Mayor Aaron Cannan

Jennifer Hodel, CAO

Page 1 of 8

Page 111

**VILLAGE OF INNISFREE
SECTION 12
ADMINISTRATION AND GENERAL SERVICES**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$ 1.00	Photocopy color per page single sided
\$ 0.25	Photocopy black & white per page single sided
\$ 3.00	Fax basic rate
\$ 40.00	NSF Cheque Fee
Per Canada Revenue Rates	Mileage Rate
\$ 1.00	Interac Fee
\$ 15.00	Administrative Fee to Transfer Outstanding Utility Balances to Tax Account.
Per FOIP Act & Regulations	Request for Information pursuant to the <i>Freedom of Information & Privacy Act</i> .

**VILLAGE OF INNISFREE
SECTION 20
PROTECTIVE SERVICES**

FEE/CHARGE

\$250.00

Billable at cost recovery
+ \$10/day +10% Administration Fee

As set by contractor

\$ 20.00

\$ 30.00

\$ 20.00

\$ 30.00

\$ 7.50

\$ 25.00

\$ 40.00

\$100.00

\$ 50.00

\$ 25.00

\$ 5.00

SERVICE/GOODS

Non-Emergency Fire & Rescue Call Out

Impoundment Fee for Vehicle Stored by the Village

Animal Impoundment Fee (per day, per animal)

Annual Dog License purchased on or before
January 31 of the current year

Annual Dog License purchased after January 31 of
the current year

Annual Cat License Fee

Annual Cat License purchased after January 31 of
current year

Replacement Tag for Dog or Cat Tag

Annual Business License for Resident

Annual Business License for Non-Resident

Annual Peddler License Fee

Monthly Peddler License Fee

Weekly Peddler License Fee

Daily Peddler License Fee

**VILLAGE OF INNISFREE
SECTION 30
EQUIPMENT AND PUBLIC WORKS SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$175.00/hr

Large Loader
Minimum one-hour charge – Man and Equipment
during normal working hours

\$ 75.00/hr

Skid steer
Minimum one hour charge – Man and Equipment
during normal working hours

\$ 50.00/hr

Lawn Mower
Minimum one hour charge – Man and Equipment
during normal working hours

\$ 75.00/hr

Bush Mower
Minimum one hour charge – Man and Equipment
during normal working hours

\$100.00/hr

Back Hoe
Minimum one hour charge – Man and Equipment
during normal working hours

Any holidays or use of equipment and man after normal working hours will incur an additional charge of \$25.00 per hour.

**VILLAGE OF INNISFREE
SECTION 40
ENVIRONMENTAL UTILITY SERVICES**

MONTHLY FEE/CHARGE

SERVICE/GOODS

WATER SERVICES

Non-Metered Fees:

\$ 33.00

Residential – Non-metered Water Fee

\$ 44.00

Commercial – Non-metered Water Fee

Metered Fees:

\$4.12 per m³

Consumption Rate

\$13.00

Residential Monthly Base Fee + Consumption

\$25.00

Commercial Monthly Base Fee + Consumption

\$45.00

Delnorte School & Petro-Can Complex Monthly
Base Fee + Consumption

\$15.00

ACE Reserve Fund (all accounts)

SOLID WASTE MANAGEMENT

\$ 29.25

Residential

\$ 34.00

Small Commercial

\$ 47.00

Large Commercial

\$425.00

Petro-Can Complex

\$225.00

Institutional

\$115.00

Four-Plex Units

\$ 17.25

Community Organizations

JOINT LANDFILL REMEDIATION PROJECT

\$12.00

Residential

\$15.00

Commercial

\$20.00

Institutional

\$ 7.50

Community Organizations

SANITARY SEWER SERVICES

\$ 21.50

Residential

\$ 34.25

Commercial

\$ 88.00

Four-Plex Units

\$145.00

Institutional

\$ 77.00

Restaurants

\$ 17.00

Community Organizations

VILLAGE OF INNISFREE

STORMWATER SEWER SERVICES

\$3.39

Storm Water Infrastructure Renewal Fee

OTHER ENVIRONMENT SERVICE FEES

\$ 25.00

Water Data Log Report

\$ 25.00

Second Request for Residential Water Quality

Testing within a 12-month Period

Per Testing Facility Invoice
including Shipping & Handling

Water Meter Validation Test if meter tests
as accurate

Per Contract costs for new meter
installation

Water Meter Change-out request if meter tests as
accurate

\$ 30

Connection Fee for new owner (name change)

\$500

Connection Fee for new construction

\$4.95/m³ + \$50/month Base Fee

Water Services during new construction

**VILLAGE OF INNISFREE
SECTION 60
PLANNING, SUBDIVISION AND DEVELOPMENT & ASSESSMENT APPEAL**

FEE/CHARGE

SERVICE/GOODS

DEVELOPMENT PERMITS

\$ 50.00	Residential
\$ 75.00	Commercial
\$ 20.00	Public Service
\$ 25.00	Demolition
\$ 25.00	Land Titles and SPIN Search (each)
\$ 25.00	Land Use Bylaw (Hard copy)
\$ 50.00	ARB Residential Complaint Fee
\$650.00	ARB Composite Complaint Fee
\$ 35.00	Tax Certificate
\$100.00	Compliance Certificate
\$150.00	Land Use Bylaw Amendment
Per Invoice	Land Use Bylaw Advertising Costs
\$100.00	Subdivision Application (per lot)
\$ 50.00	Subdivision Endorsement (per lot)
\$100.00	Subdivision and Development Appeal (non-refundable)

**VILLAGE OF INNISFREE
SECTION 70
PARKS AND RECREATION**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$ 20.00	Non-Powered Camping Site
\$ 25.00	Powered Camping Site
\$ 100.00	Weekly Non-Powered Camping Site
\$ 175.00	Weekly Powered Camping Site
\$ 250.00	Monthly Non-Powered Camping Site
\$ 500.00	Monthly Powered Camping Site
\$ 100.00	Group Camp Deposit (pay when booking)
\$ 225.00	Group Camp per night
\$ 100.00	Group Camp (for non-profit groups)
\$ 200.00	Ball Park per night (3 diamonds)
\$1,800.00	Powered Site from Park Open to Close (4 months)
\$ 4.00	Showers (Non-Campers)
\$ 8.00	Firewood (per Wheelbarrow)
Per Village service contract	Septic Removal Services
50% of total cost	Deposit for Reservations of more than 2 Sites (Reservations held until 6:00 p.m. on day of scheduled arrival)

Village of Innisfree (CAO)

From: Scott Simons <scott.simons@bareng.ca>
Sent: April 18, 2019 7:28 AM
To: Village of Innisfree (CAO)
Cc: Rick Collins
Subject: 10 Year Capital Plan DRAFT Project Ranking: 19MU-368500
Attachments: Immediate Repairs Ranking - 1 Year DRAFT.pdf; Medium Repairs Ranking - 2 to 5 Years DRAFT.pdf; Long Term Repairs Ranking - 6 to 10 Years DRAFT.pdf

Hi Brooke,

Attached are three separate pdf files for the Immediate (1 Year), Medium Term (2-5 Years), and Long Term (6-10 Years) projects identified in the Infrastructure Master Plan. In each pdf, the first page(s) are a summary of the project prioritization with the first project listed being the highest priority and the last project the least. The summary sheet is referencing the Worksheet, which is the last couple of pages of each pdf. We have used an evaluation matrix as the worksheet to assist in prioritizing the projects. Along the top of the evaluation matrix you will see "Priority Ranking Criteria", "Weighting Factor", and scoring values/criteria from 0-10 in the grey row. Each project is listed in the worksheet along with the estimated cost provided in the Master Plan. Scoring from 0-10 is input into the grey row of each project for each "Project Ranking Criteria". The project score is then calculated by multiplying each assigned score to the "Weighting Factor" for each "Priority Ranking Criteria" and totaled together. The project with the highest score is then ranked as the highest priority. It is important to note that the "Priority Ranking Criteria", "Weighting Factors", and scoring values/criteria are subjective and can be manipulated if the Village sees fit.

Please give me a call on my cell if you require clarification. It is likely easier to talk through this rather than correspond through email.

We noticed that the Master Plan didn't appear to include the Water Distribution System Video Inspection using electromagnetic sensors in the 10 year plan, so we have included it in the Medium Term Ranking. Also, there is a discrepancy in the cost to install fire hydrants between the body of the report (\$20,000) and the overall summary (\$50,000). We have carried the \$20,000 in the evaluation matrix. This can be discussed and updated after we receive the Villages input.

The intent of us sending you these DRAFT pdfs, is for the Village to review and confirm the overall system we are using and also to look at the scoring that we have assigned and either confirm or let us know if any changes are required. Again, please feel free to call me on my cell to discuss.

Have a great long weekend.

Regards,

Scott Simons, P. Eng.

Senior Engineer

Municipal Division

T: 780.875.1683 C: 780.872.3945 E: scott.simons@bareng.ca

F: 780.875.2728 5237 - 70 Avenue Lloydminster, AB T9V 3N6 BAReng.ca



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Project Ranking Evaluation Matrix - Immediate Repairs (1 Year) - Summary

		Priority Ranking Criteria Weighting Factor	Project Ranking
Item #	Description		
1.02.01	Administrative Office		1
1.02.02	Seniors Drop-In Centre		1
1.02.03	Prairie Bank Museum		1
1.02.04	Fire Hall		1
1.02.05	Water Treatment Plant		1
1.03	50 Street from Railway Ave N to 51 Ave		6
3.05	Correct multiple plumbing issues		7
2.02	Building porch, steps and railing at side door		8
1.01	Railway Ave S from 50 St to 51 St		9
1	Replace sidewalk on 48 Avenue		10
1.02	50 Avenue from 54 Street West		11
3.01	Reconstruct two (2) driveway crossings		12
5.02	Replace corroded hatches, Install new foundation, and Install lockable doors for controls/electrical panels for West Lift Station		13
4.01	Installation of two (2) Catch Basin & Storm Pipe across Railway Avenue South		14
3.01	MH 18 Broken concrete bench and missing pieces		15
3.03	MH 21 Bench broken, corroded concrete surface		15
3.02	MH 22 Severe corroded bottom		17
5.01	Replace corroded hatches North Lift Station		18
1.03	MH22-21 4723 - 53 St Broken pipe		19
1.04	MH36-37 4721 - 52 St Large joint offset (displaced)		20
1.05	MH37-38 4725 - 52 St Broken pipe		20
3.03	Foundation fix grade		20
4.01	Remediation and repair from leak damage (may possibly uncover additional repairs needed)		23
1.06	MH38-23 48 Ave - 52 St Broken pipe, large joint offset (displaced)		24
2.01	Stripping, painting and caulking exterior wall cladding		24
3.01	New shingles		24

1.11	MH8-5 Railway Ave North - 50 St Broken pipe at multiple locations, large joint offset, sag in pipe	27
1.13	MH4-3 51 Ave - 50 St Broken pipe, cracks at multiple locations	27
3.04	MH 19 Misaligned and failing neck bricks, unknown object in MH	29
3.05	MH 7 Severe misaligned manhole cover and ring	29
1.12	MH5-4 51 Ave - 50 St Broken pipe, cracks at multiple locations	31
2.01	SE Corner of 54 Street and 49 Avenue - fill and rip-rap	32
1.08	MH25-24 4832 - 51 St Undercut liner at service, broken liner	33
1.09	MH13-12 49 Ave - 51 St Broken pipe and void	33
1.02	MH18-16 50 Ave - east of 54 Street Large joint offset, severe pipe deformation	35
1.01.01	Administrative Office	35
1.01.02	Seniors Drop-In Centre	35
1.01.03	Prairie Bank Museum	35
1.01.04	Fire Hall	35
1.01.05	Birch Lake Change House	35
1.01.06	Birch Lake picnic shelters	35
3.02	Down spout extensions	35
1.01	MH35-Plug 4813 - 54 St. Broken pipe and large joint offset	43
1.07	MH26-25 4739 - 51 St Broken liner	43
4.02	New hot water tank	43
3.04	Possible foundation repairs	46
1.10	MH33-6 51 Ave - West of 51 St Broken pipe and void	47
1.01	CCTV and Flushing Pipes	48

Project Ranking Evaluation Matrix - Immediate Repairs (1 Year) - Worksheet																		
Priority Ranking Criteria			Public Health and Safety	Employee Health and Safety	Regulatory Mandate	Frequent Problems	Availability of Funding	Cost of Project	Generates Revenue	Generates Cost Savings	Ongoing Operation Costs	Age or Condition of Existing	Public Benefit	Public Demand	Synergy with Other Projects	Total Score	Project Ranking	
Item #	Description	Estimated Cost	1.5	1.25	1.5	1.25	1	1	1.2	1.2	1	1	1.1	1.25	1.1			
X.XX	Project Name	\$ X,XXX.XX	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)			
			0 = No Impact on Public Health and Safety	0 = No Impact on Employee Health and Safety	0 = Not Required/Mandated	0 = No Problems	0 = Funding Not Available	0 = Highest Estimated Project Cost	0 = Zero Increase in Generated Revenue	0 = Zero Increase in Cost Savings	0 = Significant Increase in Operating Costs	0 = New Infrastructure	0 = Minimal Benefit/Value	0 = No Demand	0 = No Other Projects			
			5 = Marginal Improvement to Public Health and Safety	5 = Marginal Improvement to Employee Health and Safety	5 = Pending Requirement	5 = Moderate O&M Problems	5 = Funding Available for 50% of Project Cost	5 = Median Estimated Project Cost	5 = Moderate Increase in Generated Revenue	5 = Moderate Increase in Cost Savings	5 = Little or no Impact in Operating Costs	5 = At 50% of Expected Service/Useful Life	5 = Partial Benefit/Value	5 = Moderate Demand	5 = One (1) or two (2) Other Projects			
			10 = Significant Improvement to Public Health and Safety	10 = Significant Improvement to Employee Health and Safety	10 = Required or Mandated	10 = Constant O&M Problems	10 = Funding Available for 100% of Project Cost	10 = Lowest Estimated Project Cost	10 = Significant Increase in Generated Revenue	10 = Significant Increase in Cost Savings	10 = Significant Decrease in Operating Costs	10 = Past Expected Service/Useful Life	10 = High Benefit/Value	10 = High Demand	10 = More than two (2) Other Projects			
			Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Score		
Wastewater Upgrades																		
1 Pipe Repair due to Structural Defects																		
1.01	MH35-Plug 4813 - 54 St. Broken pipe and large joint offset	\$ 14,000	5 7.5	0 0	0 0	0 0	0 0	8 8	0 0	0 0	5 5	10 10	0 0	0 0	0 0	30.5	43	
1.02	MH18-16 50 Ave - east of 54 Street Large joint offset, severe pipe deformation	\$ 116,000	5 7.5	0 0	0 0	0 0	0 0	3 3	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	31	35	
1.03	MH22-21 4723 - 53 St Broken pipe	\$ 12,000	5 7.5	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	37	19	
1.04	MH36-37 4721 - 52 St Large joint offset (displaced)	\$ 18,000	5 7.5	0 0	0 0	0 0	0 0	8 8	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	36	20	
1.05	MH37-38 4725 - 52 St Broken pipe	\$ 22,000	5 7.5	0 0	0 0	0 0	0 0	8 8	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	36	20	
1.06	MH38-23 48 Ave - 52 St Broken pipe, large joint offset (displaced)	\$ 27,000	5 7.5	0 0	0 0	0 0	0 0	7 7	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	35	24	
1.07	MH26-25 4739 - 51 St Broken liner	\$ 22,000	5 7.5	0 0	0 0	0 0	0 0	8 8	0 0	0 0	5 5	10 10	0 0	0 0	0 0	30.5	43	
1.08	MH25-24 4832 - 51 St Undercut liner at service, broken liner	\$ 12,000	5 7.5	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	0 0	31.5	33	
1.09	MH13-12 49 Ave - 51 St Broken pipe and void	\$ 12,000	5 7.5	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	0 0	31.5	33	
1.10	MH33-6 51 Ave - West of 51 St Broken pipe and void	\$ 108,000	5 7.5	0 0	0 0	0 0	0 0	4 4	0 0	0 0	5 5	10 10	0 0	0 0	0 0	26.5	47	
1.11	MH8-5 Railway Ave North - 50 St Broken pipe at multiple locations, large joint offset, sag in pipe	\$ 213,000	5 7.5	0 0	0 0	0 0	0 0	1 1	0 0	0 0	5 5	10 10	0 0	0 0	11 11	34.5	27	
1.12	MH5-4 51 Ave - 50 St Broken pipe, cracks at multiple locations	\$ 268,000	5 7.5	0 0	0 0	0 0	0 0	0 0	0 0	0 0	5 5	10 10	0 0	0 0	10 11	33.5	31	
1.13	MH4-3 51 Ave - 50 St Broken pipe, cracks at multiple locations	\$ 208,000	5 7.5	0 0	0 0	0 0	0 0	1 1	0 0	0 0	5 5	10 10	0 0	0 0	10 11	34.5	27	
3 MH Defects Requiring Immediate Repair																		
3.01	MH 18 Broken concrete bench and missing pieces	\$ 500	0 0	7.5 9.375	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	39.875	15	
3.02	MH 22 Severe corroded bottom	\$ 13,000	0 0	7.5 9.375	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	38.875	17	
3.03	MH 21 Bench broken, corroded concrete surface	\$ 500	0 0	7.5 9.375	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	5.5 5.5	39.875	15	
3.04	MH 19 Misaligned and failing neck bricks, unknown object in MH	\$ 500	0 0	7.5 9.375	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	0 0	34.375	29	
3.05	MH 7 Severe misaligned manhole cover and ring	\$ 1,000	0 0	7.5 9.375	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	0 0	34.375	29	
5 Lift Stations																		
5.01	Replace corroded hatches North Lift Station	\$ 20,000	0 0	7.5 9.375	0 0	5 6.25	0 0	8 8	0 0	0 0	5 5	10 10	0 0	0 0	0 0	38.625	18	
5.02	Replace corroded hatches, install new foundation, and install lockable doors for controls/electrical panels for West Lift Station	\$ 40,000	0 0	10 12.5	0 0	5 6.25	0 0	5 5	0 0	0 0	5 5	10 10	0 0	0 0	10 11	49.75	13	
Drainage Upgrades																		
1 Inspection and Maintenance of Storm Pipes																		
1.01	CCTV and Flushing Pipes	\$ 10,000	0 0	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	5 5	0 0	0 0	0 0	19	48	
2 Ditch Repair																		
2.01	SE Corner of 54 Street and 49 Avenue - fill and rip-rap	\$ 500	0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	6 6	10 10	0 0	0 0	0 0	32.25	32	
3 Driveway Crossings																		
3.01	Reconstruct two (2) driveway crossings	\$ 6,800	7.5 11.25	0 0	0 0	5 6.25	0 0	9 9	0 0	0 0	8 8	10 10	5 5.5	0 0	5 5.5	55.5	12	
4 New Construction																		
4.01	Installation of two (2) Catch Basin & Storm Pipe across Railway Avenue South	\$ 48,400	5 7.5	5 6.25	0 0	5 6.25	0 0	5 5	0 0	0 0	7 7	0 0	5 5.5	5 6.25	5 5.5	49.25	14	
Road Network Upgrades																		
1 Road Reconstruction (Serious/Very Poor)																		
1.01	Railway Ave S from 50 St to 51 St	\$ 158,000	5 7.5	0 0	0 0	7.5 9.375	0 0	5 5	0 0	0 0	8 8	10 10	10 11	5 6.25	5 5.5	62.625	9	
1.02	50 Avenue from 54 Street West		5 7.5	0 0	0 0	7.5 9.375	0 0	7 7	0 0	0 0	8 8	10 10	10 11	5 6.25	0 0	59.125	11	
1.03	50 Street from Railway Ave N to 51 Ave		5 7.5	0 0	0 0	7.5 9.375	0 0	4 4	0 0	0 0	8 8	10 10	10 11	5 6.25	10 11	67.125	6	
Sidewalk Upgrades																		
1	Replace sidewalk on 48 Avenue	\$ 206,400	7.5 11.25	5 6.25	0 0	0 0	0 0	1 1	0 0	0 0	5 5	10 10	10 11	8 10	5 5.5	60	10	
Municipal Building Upgrades																		
1 General																		
1.01	Grading around most of the buildings to improve expected life cycles on most structures:																	
1.01.01	Administrative Office	\$ 12,000	0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
1.01.02	Seniors Drop-In Centre		0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
			0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
1.01.03	Prairie Bank Museum		0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
1.01.04	Fire Hall		0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
			0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
1.01.05	Birch Lake Change House		0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
1.01.06	Birch Lake picnic shelters		0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	

Project Ranking Evaluation Matrix - Immediate Repairs (1 Year) - Worksheet																		
Priority Ranking Criteria			Public Health and Safety	Employee Health and Safety	Regulatory Mandate	Frequent Problems	Availability of Funding	Cost of Project	Generates Revenue	Generates Cost Savings	Ongoing Operation Costs	Age or Condition of Existing	Public Benefit	Public Demand	Synergy with Other Projects	Total Score	Project Ranking	
Weighting Factor			1.5	1.25	1.5	1.25	1	1	1.2	1.2	1	1	1.1	1.25	1.1			
Item #	Description	Estimated Cost	Assigned Value (0 to 10) 0 = No Impact on Public Health and Safety 5 = Marginal Improvement to Public Health and Safety 10 = Significant Improvement to Public Health and Safety	Assigned Value (0 to 10) 0 = No Impact on Employee Health and Safety 5 = Marginal Improvement to Employee Health and Safety 10 = Significant Improvement to Employee Health and Safety	Assigned Value (0 to 10) 0 = Not Required/Mandated 5 = Pending Requirement 10 = Required or Mandated	Assigned Value (0 to 10) 0 = No Problems 5 = Moderate O&M Problems 10 = Constant O&M Problems	Assigned Value (0 to 10) 0 = Funding Not Available 5 = Funding Available for 50% of Project Cost 10 = Funding Available for 100% of Project Cost	Assigned Value (0 to 10) 0 = Highest Estimated Project Cost 5 = Median Estimated Project Cost 10 = Lowest Estimated Project Cost	Assigned Value (0 to 10) 0 = Zero Increase in Generated Revenue 5 = Moderate Increase in Generated Revenue 10 = Significant Increase in Generated Revenue	Assigned Value (0 to 10) 0 = Zero Increase in Cost Savings 5 = Moderate Increase in Cost Savings 10 = Significant Increase in Cost Savings	Assigned Value (0 to 10) 0 = Significant Increase in Operating Costs 5 = Little or no Impact in Operating Costs 10 = Significant Decrease in Operating Costs	Assigned Value (0 to 10) 0 = New Infrastructure 5 = At 50% of Expected Service/Useful Life 10 = Past Expected Service/Useful Life	Assigned Value (0 to 10) 0 = Minimal Benefit/Value 5 = Partial Benefit/Value 10 = High Benefit/Value	Assigned Value (0 to 10) 0 = No Demand 5 = Moderate Demand 10 = High Demand	Assigned Value (0 to 10) 0 = No Other Projects 5 = One (1) or two (2) Other Projects 10 = More than two (2) Other Projects			
			Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Score		
1.02	Smoke detectors, carbon monoxide detectors, emergency lighting, and fire extinguishers:																	
1.02.01	Adminstrative Office	\$ 17,500	10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	76.5	1	
1.02.02	Seniors Drop-In Centre		10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	76.5	1	
1.02.03	Prairie Bank Museum		10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	76.5	1	
1.02.04	Fire Hall		10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	76.5	1	
1.02.05	Water Treatment Plant		10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	76.5	1	
2	Inspection and Maintenance of Storm Pipes																	
2.01	Stripping, painting and caulking exterior wall cladding	\$ 10,000	0 0	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	5 5.5	0 0	5 5.5	35	24	
2.02	Building proch, steps and railing at side door	\$ 3,000	10 15	10 12.5	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	5 5.5	0 0	5 5.5	63.5	8	
3	Seniors Drop-In Centre																	
3.01	New shingles	\$ 10,000	0 0	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	10 11	35	24	
3.02	Down spout extensions	\$ 500	0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	31	35	
3.03	Foundation fix grade	\$ 2,000	0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	10 11	36	20	
3.04	Possible foundation repairs	\$ 8,000	0 0	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	5 5	0 0	0 0	10 11	30	46	
3.05	Correct multiple plumbing issues	\$ 2,000	10 15	10 12.5	5 7.5	0 0	0 0	10 10	0 0	0 0	5 5	5 5	0 0	0 0	10 11	66	7	
4	Municipal Fire Hall																	
4.01	Remediation and repair from leak damage (may possibly uncover additional repairs needed)	\$ 12,000	0 0	5 6.25	0 0	0 0	0 0	9 9	0 0	0 0	5 5	10 10	0 0	0 0	5 5.5	35.75	23	
4.02	New hot water tank	\$ 1,500	0 0	0 0	0 0	0 0	0 0	10 10	0 0	0 0	5 5	10 10	0 0	0 0	5 5.5	30.5	43	
	Total	\$ 1,636,100																

Project Ranking Evaluation Matrix - Medium Term Repairs (2-5 Years) - Summary

		Priority Ranking Criteria Weighting Factor	Project Ranking
Item #	Description		
5	Old Public Works Shop - Demolition		1
3.04	60m of 150 mm diameter pipe from 51 Avenue to the end of the water main in the alley east of 53 Street		2
3.05	30m of 150 mm diameter pipe on 51 Avenue from Railway Avenue North to the end of the water main west of 51 Street		2
6.04	Remove and redo wooden subfloor basement (not including remediation)		2
3	Curb Ramps		3
6.02	Back steps, balcony and railings (not including new roof membrane)		4
6.06	Re-plumb drainage lines and correct venting problems		4
3.03	160m of 150 mm diameter pipe on 51 Avenue between 54 Street and 53 Street		5
3.06	120m of 200 mm diameter pipe on 51 Avenue crossing Railway Avenue south and the old rail right-of-way		5
6.07	Remove and replace boiler, associated piping in basement complete with new zone controls		6
2	Sidewalk connections to roadway		7
6.01	Brick chimney reconstruct		8
10	Birch Lake Wood Shed - Replace Wood Shed		9
3.01	215m of 150 mm diameter pipe on 47 Avenue between 51 Street and 53 Street		10
6.08	Replace radiators (approximately \$1800 each) for entire radiator system and piping		10
2.01	54 Street from 49 Ave to 51 Ave		11
2.02	50 Avenue from 53 St to 54 St		11
2.03	53 Street from 50 Ave to 51 Ave		11
2.04	48 Avenue from 52 St to 53 St		11
2.05	52 Street from 47 Ave to 48 Ave		11
2.06	52 Street from 49 Ave to 50 Ave		11
2.07	51 Street from Railway Ave N to 51 Ave		11
2.08	54 Street from 48 Ave to 49 Ave		11
2.09	48 Avenue from 53 St to 54 St		11
2.10	49 Avenue from 53 St to 54 St		11
2.11	51 Avenue from 53 St to 54 St		11

2.12	53 Street from 47 Ave to 48 Ave	11
2.13	53 Street from 49 Ave to 50 Ave	11
2.14	50 Avenue from 52 St to 53 St	11
2.15	52 Street from 48 Ave to 49 Ave	11
2.16	48 Avenue from 50 St to 52 St	11
2.17	Railway Ave S from 51 St to 52 St	11
2.18	51 Street from 47 Ave to 49 Ave	11
2.19	50 Street from 48 Ave to Railway Ave S	11
1.02	150m on 50 Street between 49 Avenue and 48 Avenue	12
2.01	320m on 51 Street between the reservoirs and 49 Avenue	14
4.01	54 Street at the Recreation Centre	14
4.02	53 Street at 49 Avenue	14
1.01	255m on 52 Street between 49 Avenue and 47 Avenue	17
8	Birch Lake Camp Kitchen - Replace Wood Stove	30
7	Birck Lake Change House - Electrical Corrections	31
9	Birch Lake Picnic Shelter - Ball Diamond - Electrical Corrections at Panel	31
6.03	Exterior restoration of the museum, repair exterior damage, replace windows as needed, repaint and reseal	33
6.05	Structural Engineer to evaluate foundation	34
5.01	Video inspection using electromagnetic sensors to measure pipe wall thickness	45

Project Ranking Evaluation Matrix - Medium Term Repairs (2-5 Years) - Worksheet

		Priority Ranking Criteria Weighting Factor	Public Health and Safety 1.5	Employee Health and Safety 1.25	Regulatory Mandate 1.5	Frequent Problems 1.25	Availability of Funding 1	Cost of Project 1	Generates Revenue 1.2	Generates Cost Savings 1.2	Ongoing Operation Costs 1	Age or Condition of Existing 1	Public Benefit 1.1	Public Demand 1.25	Synergy with Other Projects 1.1	Total Score	Project Ranking
Item #	Description	Estimated Cost	Assigned Value (0 to 10) 0 = No Impact on Public Health and Safety 5 = Marginal Improvement to Public Health and Safety 10 = Significant Improvement to Public Health and Safety	Assigned Value (0 to 10) 0 = No Impact on Employee Health and Safety 5 = Marginal Improvement to Employee Health and Safety 10 = Significant Improvement to Employee Health and Safety	Assigned Value (0 to 10) 0 = Not Required/Mandated 5 = Pending Requirement 10 = Required or Mandated	Assigned Value (0 to 10) 0 = No Problems 5 = Moderate O&M Problems 10 = Constant O&M Problems	Assigned Value (0 to 10) 0 = Funding Not Available 5 = Funding Available for 50% of Project Cost 10 = Funding Available for 100% of Project Cost	Assigned Value (0 to 10) 0 = Highest Estimated Project Cost 5 = Median Estimated Project Cost 10 = Lowest Estimated Project Cost	Assigned Value (0 to 10) 0 = Zero Increase in Generated Revenue 5 = Moderate Increase in Generated Revenue 10 = Significant Increase in Generated Revenue	Assigned Value (0 to 10) 0 = Zero Increase in Cost Savings 5 = Moderate Increase in Cost Savings 10 = Significant Increase in Cost Savings	Assigned Value (0 to 10) 0 = Significant Increase in Operating Costs 5 = Little or no Impact in Operating Costs 10 = Significant Decrease in Operating Costs	Assigned Value (0 to 10) 0 = New Infrastructure 5 = At 50% of Expected Service/Useful Life 10 = Past Expected Service/Useful Life	Assigned Value (0 to 10) 0 = Minimal Benefit/Value 5 = Partial Benefit/Value 10 = High Benefit/Value	Assigned Value (0 to 10) 0 = No Demand 5 = Moderate Demand 10 = High Demand	Assigned Value (0 to 10) 0 = No Other Projects 5 = One (1) or two (2) Other Projects 10 = More than two (2) Other Projects		
			Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Score	
Water Distribution Upgrades																	
1	Upgrading mains from 100mm to 150mm to achieve fire flows																
1.01	255m on 52 Street between 49 Avenue and 47 Avenue	\$ 586,000	10 15	10 12.5	0 0	0 0	0 0	1 1	0 0	0 0	5 5	8 8	5 5.5	0 0	10 11	58	17
1.02	150m on 50 Street between 49 Avenue and 48 Avenue	\$ 308,000	10 15	10 12.5	0 0	0 0	0 0	3 3	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	62	12
2	Upgrading mains from 150mm to 250mm to achieve fire flows																
2.01	320m on 51 Street between the reservoirs and 49 Avenue	\$ 650,000	10 15	10 12.5	0 0	0 0	0 0	0 0	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	59	14
3	Watermain looping to enable fire flows and eliminate dead ends																
3.01	215m of 150 mm diameter pipe on 47 Avenue between 51 Street and 53 Street	\$ 286,000	10 15	10 12.5	0 0	0 0	0 0	4 4	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	63	10
3.03	160m of 150 mm diameter pipe on 51 Avenue between 54 Street and 53 Street	\$ 550,000	10 15	10 12.5	0 0	0 0	0 0	5 5	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	64	5
3.04	60m of 150 mm diameter pipe from 51 Avenue to the end of the water main in the alley east of 53 Street		10 15	10 12.5	0 0	0 0	0 0	7 7	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	66	2
3.05	30m of 150 mm diameter pipe on 51 Avenue from Railway Avenue North to the end of the water main west of 51 Street		10 15	10 12.5	0 0	0 0	0 0	7 7	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	66	2
3.06	120m of 200 mm diameter pipe on 51 Avenue crossing Railway Avenue south and the old rail right-of-way		10 15	10 12.5	0 0	0 0	0 0	5 5	0 0	0 0	5 5	10 10	5 5.5	0 0	10 11	64	5
4	Install Fire Hydrants to increase coverage																
4.01	54 Street at the Recreation Centre	\$ 10,000	10 15	10 12.5	0 0	0 0	0 0	10 10	0 0	0 0	5 5	0 0	5 5.5	0 0	10 11	59	14
4.02	53 Street at 49 Avenue	\$ 10,000	10 15	10 12.5	0 0	0 0	0 0	10 10	0 0	0 0	5 5	0 0	5 5.5	0 0	10 11	59	14
5	Further investigations																
5.01	Video inspection using electromagnetic sensors to measure pipe wall thickness	\$ 363,000	0 0	0 0	0 0	0 0	0 0	3 3	0 0	0 0	5 5	0 0	0 0	0 0	0 0	8	45
Road Network Upgrades																	
2	Road Rehabilitation - CRF Restorative Seal (Fair/Poor)																
2.01	54 Street from 49 Ave to 51 Ave	\$ 112,000	0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	7.5 8.25 7.5	2.5 3.125 2.5	10 11 10	54.875	11
2.02	50 Avenue from 53 St to 54 St		0 0 0	0 0 0	0 0 0	7.5 6 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.03	53 Street from 50 Ave to 51 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.04	48 Avenue from 52 St to 53 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.05	52 Street from 47 Ave to 48 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.06	52 Street from 49 Ave to 50 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.07	51 Street from Railway Ave N to 51 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.08	54 Street from 48 Ave to 49 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.09	48 Avenue from 53 St to 54 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.10	49 Avenue from 53 St to 54 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.11	51 Avenue from 53 St to 54 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.12	53 Street from 47 Ave to 48 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.13	53 Street from 49 Ave to 50 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.14	50 Avenue from 52 St to 53 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.15	52 Street from 48 Ave to 49 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.16	48 Avenue from 50 St to 52 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.17	Railway Ave S from 51 St to 52 St		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.18	51 Street from 47 Ave to 49 Ave		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
2.19	50 Street from 48 Ave to Railway Ave S		0 0 0	0 0 0	0 0 0	6 7.5 6	0 0 0	10 10 10	0 0 0	0 0 0	7.5 7.5 7.5	7.5 7.5 7.5	8.25 7.5 7.5	3.125 2.5 2.5	10 11 10	54.875	11
Sidewalk Upgrades																	
2	Sidewalk connections to roadway	\$ 18,800	8 12	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	0 0	10 11	10 12.5	10 11	60.5	7
3	Curb Ramps	\$ 23,600	10 15	0 0	0 0	0 0	0 0	9 9	0 0	0 0	5 5	0 0	10 11	10 12.5	10 11	63.5	3

Project Ranking Evaluation Matrix - Medium Term Repairs (2-5 Years) - Worksheet																	
Priority Ranking Criteria			Public Health and Safety	Employee Health and Safety	Regulatory Mandate	Frequent Problems	Availability of Funding	Cost of Project	Generates Revenue	Generates Cost Savings	Ongoing Operation Costs	Age or Condition of Existing	Public Benefit	Public Demand	Synergy with Other Projects	Total Score	Project Ranking
Item #	Description	Estimated Cost	1.5	1.25	1.5	1.25	1	1	1.2	1.2	1	1	1.1	1.25	1.1		
X.XX	Project Name	\$ X,XXX.XX	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	Assigned Value (0 to 10)	
			0 = No Impact on Public Health and Safety	0 = No Impact on Employee Health and Safety	0 = Not Required/Mandated	0 = No Problems	0 = Funding Not Available	0 = Highest Estimated Project Cost	0 = Zero Increase in Generated Revenue	0 = Zero Increase in Cost Savings	0 = Significant Increase in Operating Costs	0 = New Infrastructure	0 = Minimal Benefit/Value	0 = No Demand	0 = No Other Projects		
			5 = Marginal Improvement to Public Health and Safety	5 = Marginal Improvement to Employee Health and Safety	5 = Pending Requirement	5 = Moderate O&M Problems	5 = Funding Available for 50% of Project Cost	5 = Median Estimated Project Cost	5 = Moderate Increase in Generated Revenue	5 = Moderate Increase in Cost Savings	5 = Little or no Impact in Operating Costs	5 = At 50% of Expected Service/Useful Life	5 = Partial Benefit/Value	5 = Moderate Demand	5 = One (1) or two (2) Other Projects		
			10 = Significant Improvement to Public Health and Safety	10 = Significant Improvement to Employee Health and Safety	10 = Required or Mandated	10 = Constant O&M Problems	10 = Funding Available for 100% of Project Cost	10 = Lowest Estimated Project Cost	10 = Significant Increase in Generated Revenue	10 = Significant Increase in Cost Savings	10 = Significant Decrease in Operating Costs	10 = Past Expected Service/Useful Life	10 = High Benefit/Value	10 = High Demand	10 = More than two (2) Other Projects		
			Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Calculated Score	Score
Municipal Building Upgrades																	
5	Old Public Works Shop - Demolition	\$ 30,000	8	10	0	5	0	9	0	0	7	10	5	5	0		1
6	Prairie Bank of Commerce Museum		12	12.5	0	6.25	0	9	0	0	7	10	5.5	6.25	0	68.5	
6.01	Brick chimney reconstruct	\$ 30,000	10	10	0	0	0	9	0	0	5	10	0	0	5		8
6.02	Back steps, balcony and railings (not including new roof membrane)	\$ 18,000	15	12.5	0	0	0	9	0	0	5	10	0	0	5.5	57	
6.03	Exterior restoration of the museum, repair exterior damage, replace windows as needed, repaint and reseal	\$ 175,000	8	8	0	5	0	9	0	0	5	10	5	0	5		4
			12	10	0	6.25	0	9	0	0	5	10	5.5	0	5.5	63.25	
6.04	Remove and redo wooden subfloor basement (not including remediation)	\$ 8,000	0	0	0	5	0	5	0	0	5	10	11	6.25	5.5	49	
6.05	Structural Engineer to evaluate foundation	\$ 3,000	10	10	0	5	0	10	0	0	5	10	0	0	5		2
6.06	Re-plumb drainage lines and correct venting problems	\$ 18,000	15	12.5	0	6.25	0	10	0	0	5	10	0	0	5.5	64.25	
6.07	Remove and replace boiler, associated piping in basement complete with new zone controls	\$ 45,000	0	0	0	0	0	10	0	0	5	10	0	0	0	25	
6.08	Replace radiators (approximately \$1800 each) for entire radiator system and piping	\$ 40,000	10	10	0	5	0	9	0	0	5	10	0	0	5		4
			15	12.5	0	6.25	0	9	0	0	5	10	5.5	0	5.5	63.25	
7	Birk Lake Change House - Electrical Corrections	\$ 1,000	8	8	0	5	0	8	0	0	5	10	5	0	5		6
8	Birch Lake Camp Kitchen - Replace Wood Stove	\$ 6,000	12	10	0	6.25	0	8	0	0	5	10	5.5	0	5.5	62.25	
9	Birch Lake Picnic Shelter - Ball Diamond - Electrical Corrections at Panel	\$ 1,000	5	5	0	5	0	9	0	0	5	10	5	0	5		10
			7.5	6.25	0	6.25	0	9	0	0	5	10	5.5	0	5.5	55	
10	Birch Lake Wood Shed - Replace Wood Shed	\$ 6,000	8	10	0	0	0	10	0	0	5	10	0	0	5		31
			12	12.5	0	0	0	10	0	0	5	10	5	0	5.5	50	
			7.5	6.25	0	6.25	0	10	0	0	5	10	5.5	0	5	50.5	
			8	10	0	0	0	10	0	0	5	10	0	0	5		31
			12	12.5	0	0	0	10	0	0	5	10	0	0	5.5	50	
			8	10	0	5	0	10	0	0	5	10	0	0	5		9
			12	12.5	0	6.25	0	10	0	0	5	10	0	0	5.5	55.75	
		Total \$	3,298,400														

Project Ranking Evaluation Matrix - Long Term Repairs (6-10 Years)

		Priority Ranking Criteria Weighting Factor	Project Ranking
Item #	Description		
3.03	49 Ave from 53 Street to 52 Street		1
3.04	49 Ave from 52 Street to 51 Street		1
3.06	50 Ave from Railway Ave S to 52 Street		1
3.07	52 Street from 50 Ave to Railway Ave S		1
3.10	51 Ave from 51 Street to 50 Street		1
3.02	53 Street from 48 Ave to 49 Ave		6
3.05	51 Street from 49 Ave to Railway Ave S		6
3.08	Railway Ave S from 52 Street to 53 Street		6
3.09	51 Ave from Railway Ave S to 51 Street		6
3.01	53 Street South of 47 Avenue		10
6.01	Increase reservoir storage by 420 cu. m.		11

Project Ranking Evaluation Matrix - Long Term Repairs (6-10 Years) - Worksheet																	
Priority Ranking Criteria			Public Health and Safety	Employee Health and Safety	Regulatory Mandate	Frequent Problems	Availability of Funding	Cost of Project	Generates Revenue	Generates Cost Savings	Ongoing Operation Costs	Age or Condition of Existing	Public Benefit	Public Demand	Synergy with Other Projects	Total Score	Project Ranking
Weighting Factor			1.5	1.25	1.5	1.25	1	1	1.2	1.2	1	1	1.1	1.25	1.1		
Item #	Description	Estimated Cost	Assigned Value (0 to 10) 0 = No Impact on Public Health and Safety 5 = Marginal Improvement to Public Health and Safety 10 = Significant Improvement to Public Health and Safety	Assigned Value (0 to 10) 0 = No Impact on Employee Health and Safety 5 = Marginal Improvement to Employee Health and Safety 10 = Significant Improvement to Employee Health and Safety	Assigned Value (0 to 10) 0 = Not Required/Mandated 5 = Pending Requirement 10 = Required or Mandated	Assigned Value (0 to 10) 0 = No Problems 5 = Moderate O&M Problems 10 = Constant O&M Problems	Assigned Value (0 to 10) 0 = Funding Not Available 5 = Funding Available for 50% of Project Cost 10 = Funding Available for 100% of Project Cost	Assigned Value (0 to 10) 0 = Highest Estimated Project Cost 5 = Median Estimated Project Cost 10 = Lowest Estimated Project Cost	Assigned Value (0 to 10) 0 = Zero Increase in Generated Revenue 5 = Moderate Increase in Generated Revenue 10 = Significant Increase in Generated Revenue	Assigned Value (0 to 10) 0 = Zero Increase in Cost Savings 5 = Moderate Increase in Cost Savings 10 = Significant Increase in Cost Savings	Assigned Value (0 to 10) 0 = Significant Increase in Operating Costs 5 = Little or no Impact in Operating Costs 10 = Significant Decrease in Operating Costs	Assigned Value (0 to 10) 0 = New Infrastructure 5 = At 50% of Expected Service/Useful Life 10 = Past Expected Service/Useful Life	Assigned Value (0 to 10) 0 = Minimal Benefit/Value 5 = Partial Benefit/Value 10 = High Benefit/Value	Assigned Value (0 to 10) 0 = No Demand 5 = Moderate Demand 10 = High Demand	Assigned Value (0 to 10) 0 = No Other Projects 5 = One (1) or two (2) Other Projects 10 = More than two (2) Other Projects	Score	
Water Distribution Upgrades																	
6	Water Storage																
6.01	Increase reservoir storage by 420 cu. m.	\$ 3,000,000	10 15	5 6.25	5 7.5	0 0	0 0	0 0	0 0	0 0	5 5	0 0	5 5.5	0 0	0 0		11
Road Network Upgrades																	
3	Road Rehabilitation - Chip Seal Coat (Satisfactory/Good)																
3.01	53 Street South of 47 Avenue	\$ 870,000	0 0	0 0	0 0	5 6.25	0 0	8 8	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		10
3.02	53 Street from 48 Ave to 49 Ave		0 0	0 0	0 0	5 6.25	0 0	9 9	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		6
3.03	49 Ave from 53 Street to 52 Street		0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		1
3.04	49 Ave from 52 Street to 51 Street		0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		1
3.05	51 Street from 49 Ave to Railway Ave S		0 0	0 0	0 0	5 6.25	0 0	9 9	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		6
3.06	50 Ave from Railway Ave S to 52 Street		0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		1
3.07	52 Street from 50 Ave to Railway Ave S		0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		1
3.08	Railway Ave S from 52 Street to 53 Street		0 0	0 0	0 0	5 6.25	0 0	9 9	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		6
3.09	51 Ave from Railway Ave S to 51 Street		0 0	0 0	0 0	5 6.25	0 0	9 9	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		6
3.10	51 Ave from 51 Street to 50 Street		0 0	0 0	0 0	5 6.25	0 0	10 10	0 0	0 0	7 7	5 5	5 5.5	0 0	10 11		1
Total		\$ 3,870,000															



March 25, 2019

RECEIVED
APR 02 2019

Dear Mayors, Reeves and Councillors:

RE: April 28 – National Day of Mourning

On April 28, we take a moment to remember the workers who were killed, injured or disabled at work.

In 2018, we lost 162 men and women to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

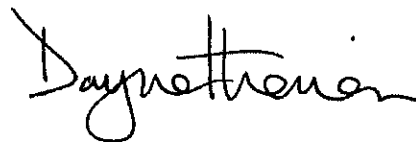
We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Communications & Legislative Relations at 780-498-8616 or dina.dasilva@wcb.ab.ca.

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Sincerely,



Dayna Therien
Director of Communications & Legislative Relations
WCB-Alberta

Encl.

He was more than a co-worker— *he was my friend.*

In 2018, we lost 162 men and women to
workplace injury or illness in Alberta.

Take a moment to honour lives forever changed.



Day of Mourning April 28

We can make a difference by working together to make workplaces safer.

{wcb

Workers'
Compensation
Board - Alberta

WCB-125-A (2019)

In memory of the 162 men and women in Alberta who died from workplace injury or illness in 2018

Larry, 75, trauma — *Martin*, 62, trauma — *Merle*, 88, respiratory disease — *Brent*, 57, trauma — *Giles*, 59, trauma — *Ronald*, 73, trauma — *Christopher*, 51, trauma — *Jerry*, 89, respiratory disease — *Bent*, 77, respiratory disease — *Albert*, 75, cancer — *Helmut*, 74, respiratory disease — *John*, 73, trauma — *Richard*, 77, cancer — *Phil*, 70, respiratory disease — *Raymond*, 78, respiratory disease — *Richard*, 70, respiratory disease — *Laurence*, 87, respiratory disease — *Michael*, 90, respiratory disease — *Curtis*, 68, cancer — *Donald*, 58, cancer — *Christopher*, 37, trauma — *Eugene*, 86, respiratory disease — *Albert*, 75, respiratory disease — *Kenneth*, 84, respiratory disease — *Shirley*, 56, motor vehicle accident — *James*, 67, respiratory disease — *Gary*, 79, respiratory disease — *Evan*, 80, cancer — *Walter*, 87, respiratory disease — *Frank*, 84, respiratory disease — *Tom*, 48, respiratory disease — *Antonio*, 84, respiratory disease — *Ann*, 78, cancer — *Barry*, 66, respiratory disease — *James*, 58, cancer — *Rickey*, 59, trauma — *Donald*, 84, trauma — *Wayne*, 77, respiratory disease — *Douglas*, 41, trauma — *John*, 88, cancer — *Timothy*, 64, respiratory disease — *Donald*, 79, cancer — *John*, 79, respiratory disease — *Bob*, 86, respiratory disease — *Henri*, 83, respiratory disease — *George*, 74, respiratory disease — *Joel*, 88, respiratory disease — *Andrew*, 72, respiratory disease — *Jason*, 42, trauma — *Anthony*, 62, cancer — *James*, 56, motor vehicle accident — *Michael*, 76, cancer — *Duane*, 55, cancer — *Aleksy*, 65, respiratory disease — *Russell*, 42, cancer — *Danny*, 55, cardiac — *Frederick*, 81, respiratory disease — *Kurt*, 78, cancer — *William*, 91, cancer — *Gordon*, 71, cancer — *Eivind*, 85, respiratory disease — *Nelson*, 69, trauma — *Brian*, 35, trauma — *Harry*, 87, cancer — *Dwayne*, 72, cancer — *John*, 79, cancer — *John*, 84, cancer — *Laurence*, 73, cancer — *Elmer*, 80, cancer — *Mathieu*, 67, cancer — *Jason*, 32, trauma — *Charles*, 50, motor vehicle accident — *Albert*, 79, cancer — *Paul*, 68, cancer — *Paul*, 56, cancer — *Buford*, 78, cancer — *Clarence*, 64, cancer — *Michael*, 91, cancer — *Filippo*, 80, cancer — *Scott*, 49, trauma — *Thomas*, 90, cancer — *Perry*, 60, trauma — *James*, 71, cancer — *William*, 81, cancer — *Daniel*, 70, trauma — *Lucas*, 20, motor vehicle accident — *Charles*, 58, motor vehicle accident — *Stacy*, 45, cancer — *James*, 56, cardiac — *Dale*, 77, respiratory disease — *Gordon*, 64, trauma — *Eugene*, 60, trauma — *Scott*, 41, trauma — *Ricky*, 60, cardiac — *James*, 88, respiratory disease — *Larry*, 69, cancer — *David*, 59, motor vehicle accident — *Maurice*, 67, trauma — *Luke*, 81, cancer — *Carl*, 73, respiratory disease — *Zain*, 26, trauma — *Norman*, 61, trauma — *John*, 76, trauma — *Aloise*, 61, trauma — *Daniel*, 67, motor vehicle accident — *Ahmed*, 27, motor vehicle accident — *Andrew*, 29, motor vehicle accident — *Victor*, 74, trauma — *David*, 88, cancer — *Hakam*, 78, cancer — *David*, 58, cardiac — *Darryl*, 47, motor vehicle accident — *Liping*, 58, trauma — *Trevor*, 31, motor vehicle accident — *Maurice*, 79, cancer — *William*, 70, cancer — *Jonnie*, 62, motor vehicle accident — *Theo*, 31, trauma — *Jason*, 42, trauma — *Wade*, 61, cardiac — *Dimitrios*, 35, trauma — *Donald*, 55, trauma — *Joon Yong*, 62, motor vehicle accident — *Carl*, 71, trauma — *Loren*, 59, motor vehicle accident — *Randal*, 51, motor vehicle accident — *Bradley*, 55, motor vehicle accident — *Daniel*, 59, air crash — *Gene*, 51, cancer — *Scott*, 21, motor vehicle accident — *Donald*, 74, cancer — *Christopher*, 42, motor vehicle accident — *Marc*, 29, trauma — *Jagdish*, 36, motor vehicle accident — *Gurdeep*, 32, motor vehicle accident — *Jeffrey*, 58, trauma — *William*, 73, cancer — *Jason*, 47, motor vehicle accident — *Yumiko*, 52, trauma — *Eugene*, 61, motor vehicle accident — *Caine*, 44, motor vehicle accident — *Argau*, 67, trauma — *Kenneth*, 61, trauma — *Deborah*, 45, motor vehicle accident — *Mark*, 64, motor vehicle accident — *Russell*, 50, trauma — *Glen*, 47, trauma — *Arsene*, 19, trauma — *William*, 51, trauma — *Michael*, 32, motor vehicle accident — *Brent*, 67, trauma — *Mike*, 48, motor vehicle accident — *Eythian*, 22, motor vehicle accident — *Daryn*, 52, trauma — *Clifford*, 31, trauma — *Simon*, 34, trauma — *Robert*, 58, trauma — *Tony*, 58, trauma — *Daniel*, 25, trauma — *Lalit*, 44, trauma — *Allan*, 69, motor vehicle accident — *Devron*, 40, trauma



Day of Mourning April 28

We can make a difference by working together to make workplaces safer.

Wcwb

Workers' Compensation Board - Alberta
WCB-125-B (2019)

Changing/Adding/Deleting Authorized Signers

1. Entity must notify the branch by way of signed meeting minutes or written instructions from directors/corporate officers, existing authorized signer(s) or members (if society or co-operative) to change authorized signers.
 - a. This must show **all** authorized signing officers, not just the new ones being added and those being removed.
 - b. Legal names
2. Meeting minutes must also contain:
 - a. Groups Name
 - b. Date of meeting
 - c. Bank: ATB Financial
 - d. Account number or multiple accounts
 - e. Minutes signed by a minimum of 2 signers, at least one existing
 - f. State how many to sign: Multiple-Any____(2, 3, etc.) or Either/Any
 - g. Adding/Staying on
 1. Names must be in Legal name
 2. Position within the association
 - h. Who is being removed

Example:

Banking changes: ATB Financial account no. _____ (or multiple accounts) John Smith, President and Jame Smith, Treasurer to be added to the account as signer and Jane as a contact, leaving Sam Smith, Vice President on, removing Mary Smith and Scott Smith. With any 2 to sign on the accounts.

Requirements need for each signer/contact:

- 2 pieces of original and valid ID - 1 picture
- Full Legal Name
- Date of birth
- Main Address
- Physical Address
- Contact Phone Number
- Employment Information

2018-07-24/07 MOTION by Councillor Oudshoorn that Council provide first reading to Chief Administrative Officer Bylaw 634-18.

CARRIED

2018-07-24/08 MOTION by Councillor McMann that Council provide second reading to Chief Administrative Officer Bylaw 634-18.

CARRIED

2018-07-24/09 MOTION by Councillor Oudshoorn that Council proceed to third and final reading of Chief Administrative Officer Bylaw 634-18.

CARRIED

2018-07-24/10 MOTION by Mayor Cannan that Council provide third reading to Chief Administrative Officer Bylaw 634-18.

CARRIED

New Business

7-A Public Facing Crime Mapping Project

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

CARRIED

7-B Invitation to Meet with AUMA President Mayor Morishita

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

CARRIED

7-C Chief Administrative Officer – Cell Phone

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

CARRIED

7-D Website Services & Village Facebook Page

2018-07-24/141 MOTION by Councillor Oudshoorn that Council direct the Chief Administrative Officer to enter into an Agreement with Econolution Inc. (TownLife) to create and develop a new website for the Village of Innisfree at a total cost of \$2,500.00 being a one time set up fee of \$1,848.00 and an annual fee of \$652.00 (not including GST). Further that the funds be taken from MSI Operating.

CARRIED

2018-07-24/15 MOTION by Councillor McMann that Council direct the Chief Administrative Officer to create a Facebook Page for the Village of Innisfree at no cost the Village.

CARRIED

7-F Signing Authority – Chief Administrative Officer

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

CARRIED

7-G Muniware Momentum Software Agreement

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

CARRIED

7-H 2018 AUMA Convention & AMSC Trade Show

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

CARRIED

Mayor

CAO
Page 135

**PAGE 2, VILLAGE OF INNISFREE ORGANIZATIONAL MEETING MINUTES
OF OCTOBER 23, 2018.**

COMMITTEES
2018-10-23/04

MOTION by Councillor Oudshoorn that the appointments to Council Committees are as follows:

Alberta Central East Regional Water Corporation

1. Mayor Cannan

M.D. of Minburn Foundation

1. Councillor Oudshoorn
2. Mayor Cannan (Alternate)

MMI-FCSS

1. Councillor McMann
2. Councillor Oudshoorn (Alternate)

Library Board/NLLS

1. Councillor Oudshoorn
2. Councillor McMann (Alternate)

East Central 911 Call Answer Society

1. Mayor Cannan

Parents Advisory Council

1. Councillor McMann
2. Mayor Cannan (Alternate)

East Regional Transfer Station/Joint Landfill

1. Councillor Oudshoorn

Northeast Alberta Information Hub

1. Councillor McMann

Regional Assessment Review Board

1. Councillor Oudshoorn

Kalyna Country Regional Tourism

1. Councillor McMann

CARRIED

SIGNING
AUTHORITY
2018-10-23/05

MOTION by Councillor McMann that pursuant to Section 213(4) of the *Municipal Government Act*, financial instruments' signing authorities shall be any two of Mayor Aaron Cannan, Councillor Will Oudshoorn, Councillor Deborah McMann or Chief Administrative Officer Brooke Yaremchuk.

CARRIED

Village of Innisfree (CAO)

From: Lynette Adamson <ladamson@kalynapcn.ca>
Sent: March 25, 2019 2:42 PM
To: Village of Innisfree (CAO)
Subject: Letter of interest for council meeting

To whom it may concern,

The Kalyna Country Primary Care Network is interested in setting up a clinic to provide clinic services within your community. These services will be provided by a nurse practitioner.

We are looking for your input and participation in finding a suitable location to host these clinics, initially on a monthly basis, and if enough interest, then possibly every 2 weeks.

Mondays would be optimal for our staff.

We have previously held the clinics in the museum, which had to be moved due to suboptimal cleanliness and no hot water. We have also held at the Senior's Centre, but are looking for a facility that would be able to provide more of a private setting (ideally, with a room with a door to provide privacy for discussions and examinations).

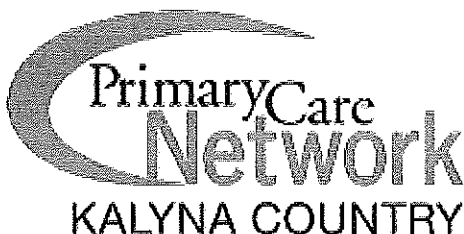
This service would allow you to access healthcare in your community for both chronic and acute concerns.

Your input and suggestions would be greatly appreciated.

Please let us know if you have any questions or concerns.

Thanks,

Lynette Adamson, MN, NP
Nurse Practitioner
Kalyna Primary Care Network
Vermilion, AB
Ph: 780-853-6966
Fax: 780-853-6944
ladamson@kalynapcn.ca



This message is intended only for the use of the addressee and may contain information that is privileged and confidential. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is prohibited. If you have received this communication in error, please notify us immediately by phone.



MANNVILLE – MINBURN – INNISFREE FAMILY and COMMUNITY SUPPORT SERVICES

YELLOWHEAD COMMUNITY SUPPORT SOCIETY

PARENT LINK

Box 534 Suite # 4 5004 – 49 Street Mannville AB T0B 2W0

Phone: 780-763-3005 Fax: 780-763-3004 Email: mmifcss@mannville.com

Facebook: Mannville-Minburn-Innisfree Family and Community Support Services

Websites: www.mannville.com <http://mmifcss.wixsite.com/mmifcss>



FIRST YEARS NETWORK
Mannville, Minburn, & Innisfree

2018

Annual Program Report

1. Introduction

- Mannville-Minburn-Innisfree Family and Community Support Services & Yellowhead Community Support Society [M-M-I F.C.S.S./Y.C.S.S.] Annual Report articulates the collective impact of M-M-I F.C.S.S./Y.C.S.S. programs and services that address the well-being of individuals, families and communities in our Alberta region.

2. Provincially

- Provincially, FCSS has been around for 52 years, meeting the Family and Community Support Services Act and Regulation since 1966.
- Family and Community Support Services (FCSS) is a unique 80/20% funding partnership between the Government of Alberta and participating municipalities or Métis Settlements.
- FCSS uses a “people helping people to help themselves” approach and offers a wide range of programs and services at the community level. The FCSS philosophy is based on a belief that self-help contributes to a sense of integrity, self-worth and independence. Programs developed are intended to help individuals in their community to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise.
- “In Alberta, everyone contributes to making our communities inclusive and welcoming. Everyone has opportunities to fulfill their potential and to benefit from our thriving social, economic, and cultural life”.
- The FCSS Outcome Model: Chart of Outcomes & Indicators is a key component for measuring Outcomes of prevention programming across the province.

3. Key Messages

- M-M-I F.C.S.S./Y.C.S.S.
- measures numbers of participants, funding dollars, but more importantly measures the Outcomes of CHANGE and the IMPACT in our communities.
- supports access to effective resources, programs, and services.
- builds and sustains multi-generational relationships.
- works towards creating strong healthy families and a welcoming inclusive community.

<p>4. Staff and Board</p>	<ul style="list-style-type: none"> • Director: Jannette Riedel • Co Director: Valerie Mytz • Team Member: Doreen Ockerman • Parent Link Programmer: Alicia Rutt • Mannville Community at Large Board Rep: Michael Myhovich • Mannville Village Council Rep: Jocelyne Lanovaz • Innisfree Village Council Rep: Debbie McMann • County of Minburn # 27 Board Rep: Roger Konieczny • School Reps: Stacey Barber and Celeste Matovich • AHS Volunteer Coordinator Rep: Elizabeth Myhovich 	<p>5. Program Information.</p>	<ul style="list-style-type: none"> • Mannville-Minburn-Innisfree Family & Community Support Services enhances the social well-being of Individuals, Families and Community. It promotes, encourages, and facilitates the development of strong, connected, engaged communities. • M-M-I F.C.S.S. believes the Community's most valuable resources are its People. • M-M-I F.C.S.S. is proud to be a partner in locally driven community enhancement projects. • Local autonomy being a mainstream, means FCSS responds to the everchanging social needs of it communities. The uniqueness of FCSS continues to be visible in the type of Programming offered to address social issues. • Highlights consistent programs based on identified SOCIAL needs and Local Priorities. • Research shows if people are connected and engaged, they are more likely to contribute positively to their communities.
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6. Outcomes				
Goal <i>Children and Youth</i>	Programs/Projects	Outcome Statement	Alignment with FCSS Outcomes Model: Chart of Outcomes & Indicators	% of positive change
Children and Youth have the social and emotional well-being to manage life's challenges in a positive way.	YOUTH LIFE SKILLS PROJECTS: It Can't Happen To Me -Risk Awareness Babysitter Course Money Mentors Roots of Empathy	1. Youth understand the potential consequences if their actions.	Individuals: Outcome 3: Children & Youth develop positively <i>Indicators: Positive Values</i> <i>Developmental Asset: # 31 Self-regulation/healthy lifestyles/restraint</i>	95 % of Children & Youth better understand the potential consequences of taking risks.
		2. Youth get support from other people	<i>Indicators: Support # 3 Other adult relationships</i>	100 % of Children & Youth get support from other people.
Youth are positively engaged in their community	PEER SUPPORT: KIDZ Make A Change YOUTH VOLUNTEER: Snow Angel Say Hi [VIBE]	3. Youth have positive relationships with others in the neighbourhood/community	<i>Indicators: Support # 3 Other adult relationships</i>	90 % of Children & Youth have positive relationships with others in the community.
		4. Youth participate positively in their neighbourhood/community	Community: Outcome 1: The community is connected and engaged. <i>Indicators: Social Engagement</i>	95 % of Children & Youth make a positive contribution to their neighbourhood/community
		5. Youth develop positive identities:	<i>Indicators: Positive identities</i> <i>Developmental Asset: # 38 Self-Esteem</i>	100 % of Children & Youth feel confident to be themselves.
Goal <i>Adults</i>	Programs/Projects	Outcome Statement	Alignment with FCSS Outcomes Model: Chart of Outcomes & Indicators	% of positive change
Adults are connected and engaged in an inclusive community.	ADULT LIFE SKILLS PROJECTS: Ladies Night Out	6. Adults have people they can rely on for support and help.	Individuals: Outcome 2: Individuals are connected with others <i>Indicator: Social Support Available</i>	96 % of adults have people they can rely on for support and help.

		7. Adults are connected to others	Individuals: Outcome 2: Individuals are connected with others <i>Indicator: Quality of social relationships</i>	100 % of adults are connected to others and their community.
		8. Adults know more about how to access community resources to meet their social needs.	Community: Outcome 1: The community is connected and engaged <i>Indicator: Awareness of community</i>	97% of adults know more about how to access the community resources they need.
Goal Families	Programs/Projects	Outcome Statement	Alignment with FCSS Outcomes Model: Chart of Outcomes & Indicators	% of positive change
Families are connected with each other and with other families in the community.	CONNECTING COMMUNITY PROGRAM Block Party Parent Link Activities	9. Families feel more connected to each other	Families: Outcome 1: Healthy functioning within families <i>Indicator: Positive family relationships</i>	100 % of families feel more connected to each other.
		10. Families are more connected to others in the community.	Families: Outcome 2: Families have social supports <i>Indicator: Extent and quality of social networks</i>	97 % of families are more connected to others in the community.
Goal Seniors	Programs/Projects	Outcome Statement	Alignment with FCSS Outcomes Model: Chart of Outcomes & Indicators	% of positive change
A connected and engaged community where seniors have the support they need to experience their optimal quality of life.	COMMUNITY REFERRAL PROGRAM Income Tax AB Seniors Benefit AISH CONNECTING COMMUNITY PROGRAM Seniors Week SMILE [Seniors Maintaining Independent Living Experiences] PUBLIC INFORMATION & EDUCATION PROGRAM: Dementia Workshop HOME SUPPORT: Meals on Wheels Telecare Neighborly Ride	11. Seniors access Community resources relevant to their needs.	Community: Outcome 1: The community is connected and engaged <i>Indicator: Awareness of community</i>	100% of Seniors access the community resources they need
		12. Seniors have people they can rely on for support and help.	Individual: Outcome 2: Individuals are connected with others <i>Indicator: Social Supports Available</i>	100 % of Seniors have people they can rely on for support and help.
		13. Seniors have increased knowledge about how to address their needs	Individuals: Outcome 1: Individuals experience personal well-being. <i>Indicator: Capacity to meet needs</i>	100 % of Seniors have increased knowledge about how to address their needs
		14. Seniors are able to stay in their homes longer.	Individuals: Outcome 1: Individuals experience personal well-being. <i>Indicator: Autonomy</i>	85 % of Seniors are able to stay in their homes longer.


Goal Community	Programs/Projects	Outcome Statement	Alignment with FCSS Outcomes Model: Chart of Outcomes & Indicators	% of positive change
<p>A connected and engaged community</p> <p>Volunteers create a strong, engaged, connected, and resilient community.</p> <p>Community members have the supports they need to experience their optimal quality of life.</p>	<p>PUBLIC INFORMATION & EDUCATION PROGRAM:</p> <p>Newcomer Welcome Red Silhouette</p> <p>VOLUNTEER ENGAGEMENT:</p> <p>Appreciation Project</p> <p>CONNECTING COMMUNITY PROGRAM:</p> <p>Block Party</p> <p>Cultural Days</p> <p>FACILITATION & SUPPORTS:</p> <p>Partnerships:</p> <p>4-H Multi Club</p> <p>Libraries</p> <p>Schools</p> <p>AB Health</p> <p>AG Societies</p> <p>RCMP</p>	15. Community members access the resources and supports relevant to their needs.	Community: Outcome 1: <i>The community is connected and engaged</i> <i>Indicator: Awareness of community</i>	94 % of community members access the resources and supports relevant to their needs.
		16. Community members feel welcome in their community.	Community: Outcome 1: <i>The community is connected and engaged</i> <i>Indicator: Positive attitude towards others and the community</i>	97 % of community members feel welcome in their community
		17. Community members feel a sense of meaning and purpose because they volunteer.	Individuals: Outcome 1: <i>Individuals experience personal well-being.</i> <i>Indicator: Meaning and purpose</i>	100 % of community members feel a sense of meaning and purpose because they volunteer.
		18. Community members feel closer to people in their community.	Individual: Outcome 2: <i>Individuals are connected with others</i> <i>Indicator: Trust and belonging</i>	97 % of community members feel closer to people in their community.
		19. Community members are more aware of social issues.	Community: Outcome 2: <i>Community social issues are identified and addressed</i> <i>Indicator: Awareness of community social issues</i>	63 % of community members are more aware of social issues.
		20. Community members are aware of the impact of community social issue.		67 % of community members are aware of the impact of community social issue.

Municipality	Totals	Mannville	Innisfree	County of Minburn and Hamlet of Minburn	
Approx. population	2532	803	220	1404	105
# of Dwellings	1267	382	136	691	58
# of Families with children	Approx 350	215	75	50	10
# of Children	Approx 598	233	42	307	11
# of Newcomers	5	4	1	0	0
# of Program Participants	1885	1259	245	215	41
# of Clients on Meals on Wheels	9	5	0	2	2
# of Meals served	1137	734	0	116	287
# of TS Clients	13	10	0	2	1

# of TS Trips/program trips	71	57	2	10	2
Connection made by		Phone	Walk ins	Email	
# of Information	4800	3525	250	1000	
# of Referrals	1020	610	150	250	
# of Program/Projects/Services	17				
# of Volunteers	20	# of Volunteer Hours	4550		
# of TeleCare installs	4				
# of TeleCare service	16				
# of Partnerships	25	Seniors Centres, Schools, Ag Societies, R.C.M.P., Libraries, Preschool, Vermilion Senior Support, Alberta Health Services - Mental Health; Mannville Care Centre, Municipal Councils, Fire Departments, Prairie EMS, United Church, Fair Boards			

8. Financials							
M-M-I F.C.S.S. Revenues	Mannville	Innisfree	County of Minburn # 27	Totals			
80%	\$24,460.00	\$7,351.00	\$51,528.60	\$83,339.60			
20%	\$6,115.00	\$1,837.00	\$12,882.12	\$20,834.12			
	\$30,575.00	\$9,188.00	\$64,410.72	\$104,173.72	\$104,174.50		
Over Contributions			\$9,054.48	\$9,054.48	\$9,054.48		
Other Program Revenues				\$25,796.15	\$25,336.15		
Other Funding not FCSS				\$13,512.50			
Total Revenues	\$30,575.00	\$9,789.75	\$73,465.17	\$152,536.85	\$138,565.13		
M-M-IF.C.S.S. Expenditures	Children/Youth	Families	Adults	Seniors	Community Development	FCSS Management	Total Expenditures
	\$ 39,507.57	\$ 8,316.59	\$ 15,714.27	\$ 27,109.52	\$ 34,394.71	\$ 25,931.34	\$150,974.00
Surplus/(Deficit)							\$ 1,563.85



Yellowhead Community Support Society	REVENUE	EXPENDITURES	* M-M-I F.C.S.S. has an agreement with FCSSAA/Gov't of Community Services and Supports Division: Community and Social Services to fund the Outcome Measures Initiative with Jannette Riedel as Trainer [since 2010].			* M-M-I F.C.S.S. has an agreement with Vegreville Parent Link to operate within a Network: First Years to fund a Parent Link Program.		
General Outreach	\$ 4,070.83	\$ 1,251.00	Outcome Measures Initiative	REVENUE	EXPENDITURES	Parent Link - Red Wagon	REVENUE	EXPENDITURES
Transportation	\$ 10,905.80	\$ 6,851.82	Trainer & Ancillary Expenses April1, 2017 - March 31, 2018	\$ 88,340.30	\$ 88,009.25	PL Programmer Salary & Direct program expenses April1, 2018 - March 31, 2019	\$ 45,000.00	\$ 45,000.00
Meals on Wheels	\$ 8,726.67	\$ 10,732.00						
Building Bridges	\$ 0	\$ 1,155.25						
Family Fund Support	\$ 0	\$ 0						
Operating	\$	\$ 6,374.65						
Totals	\$ 23,703.30	\$ 26,364.72		\$ 89,759.60	\$ \$ 91,005.60		\$ 45,000.00	\$ 45,000.00
Surplus/(Deficit)		\$ -2,661.42	Surplus/(Deficit)		\$ 331.05	Surplus/(Deficit)		

9. Common Access	<p>M-M-I F.C.S.S./Y.C.S.S., the “one stop shop”. has been and continues to be a safe trustworthy place to go, a place where people feel confident they will be connected to appropriate programs, services and resources relevant to their social needs.</p> <p>Information and Referral services are a major part of this agency. Connections to :</p> <ul style="list-style-type: none"> • Alberta Health Services • Mental Health • AISH • Revenue Canada • Alberta Seniors Supports • Alberta Government : • Other FCSS agencies within the province of Alberta
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10. Thank You	<p><i>M-M-I F.C.S.S./Y.C.S.S. thanks the municipalities for our partnership in presenting prevention programming to our area. Special thanks to the County for their additional financial contributions. Also thanks to all of our partners who contribute in kind by participating and supporting prevention programs.</i></p>
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Village of Innisfree (CAO)

From: President <President@auma.ca>
Sent: April 17, 2019 3:17 PM
Subject: Provincial Election and Resource Communities of Canada Coalition (RCCC)
Attachments: Support Canadian Energy Campaign .pdf; AUMA submission - Bill C-69 - April 10 2019.pdf

Hello, municipal colleagues,

Thank you to everyone for being engaged in the Strong Communities Build Alberta provincial election campaign. We are pleased with the exposure we received on issues impacting municipalities leading up to the election. We look forward to engaging with the new government to ensure awareness and understanding of the important role of municipalities and the need for appropriate and adequate resources.

In his [victory speech on Tuesday night](#), Premier-elect Jason Kenney referenced the importance of working with Quebec to gain their support for getting Alberta resources to market for the benefit of all Canadians. We are pleased to hear this as it aligns with one of our federal advocacy priorities, the **Resource Communities of Canada Coalition (RCCC)**.

RCCC is gaining momentum, with 46 communities having passed resolutions in support of the RCCC. By bringing together municipal associations and municipalities from across Canada, we can coordinate advocacy for responsible resource development and ensure our perspectives are heard on issues impacting municipal government and operations.

RCCC differs from other municipally-focused groups being formed:

- Our focus extends beyond Bill C-69 advocacy;
- We are taking a strategic approach by partnering with municipal associations and municipalities across Canada; and
- We are asking for support, not money.

Here is an update on RCCC's first three activities.

1. **Support Canadian Energy campaign at FCM Conference in Quebec**

Attached is our draft campaign plan for educating elected officials at the FCM Conference. The plan has been created with the input and advice of many stakeholder groups and experts. Work is being done to hone the activities and messaging to ensure it resonates across cultural and geographic boundaries and starts respectful conversations about the benefits the energy sector brings to municipalities. The items highlighted are still to be determined. The finalized plan will be sent out in the coming weeks.

We welcome all municipalities and municipal groups to get involved in this campaign at the FCM Conference. There is greater power when there is a structured and co-ordinated approach rather than multiple campaigns saying different messages.

2. **Bill C-69 Advocacy**

I presented to the Senate Standing Committee on Energy, the Environment and Natural Resources in Ft. McMurray last week and addressed the potential impacts the bill will have on municipalities:

- Directly impacting municipal land-use planning, construction and maintenance of infrastructure
- More municipal infrastructure projects falling under federal review

- Additional financial and administrative costs being added to municipal operations

Attached is our submission document to the Senate Standing Committee. We intend to do more advocacy work around Bill C-69. Stay tuned for more information.

3. **Formally establish the Resource Communities of Canada Coalition**

We will be developing the Terms of Reference for RCCC after the educational campaign at the FCM Conference. We will also be focusing on our approach for the upcoming federal election.

Thank you to the communities who have already shown their support for RCCC. If you haven't already, please consider passing a motion at your next Council meeting to support the Resource Communities of Canada Coalition and share a copy of the resolution with us. If you would like more information or questions regarding the role and purpose of RCCC, please feel free to contact me at president@auma.ca.

Best regards,

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca
Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-AUMA | www.auma.ca





Support Canadian Energy Campaign

Target Audience(s):

- Primary audience are municipal elected officials, CAOs, and senior municipal leaders (specifically from Quebec) attending the FCM conference.
- Secondary audience is the public through media exposure.

Objectives:

- Enhance Pan-Canadian municipal collaboration to support responsible resource development by educating elected officials, CAOs and senior municipal leaders attending the FCM conference.

Principles:

The Support Canadian Energy Campaign has the following underlying principles to guide the education campaign activities and the resulting dialogue because of the activities.

1. Respectful
2. Collaborative
3. Simple
4. Future focused
5. Municipal peer-to-peer perspectives

Key Messages:

- Our municipal voice is more powerful when we come together.
- Perspectives on the energy industry have created a divide in Canadians and as municipal leaders, **we need to understand our differences, so we can come together to support a responsible energy industry.**
- The energy industry is key to the future of Canadian municipalities.
- The energy industry provides municipalities: (Messages still in draft form)
 - a. Economic Growth
 - i. Canadian energy directly or indirectly employs close to 1M people in throughout Canada.
 - ii. **We need to support energy projects that grow our economy.**
 - b. Money
 - i. Many provinces have programs with municipalities that share tax revenue from the energy industry.
 - ii. Last year close to \$700 million was provided to Alberta municipalities through these programs.
 - iii. **We need to ensure all municipalities receive a share of provincial revenues from the energy industry.**
 - c. A Greener future
 - i. The energy industry invested xxx in renewable initiatives last year.
 - ii. **We need to ensure investment in renewable initiatives continue.**



Promotional Items:

- Shirts with “Support Canadian Energy” on front and website on the back
- “Let’s Chat” buttons to engage conversation
- Tent fold business cards with key messages

Activities at FCM:

Activities are still in draft form

Thursday, May 30	
1. FCM Big City Mayors’ Caucus Meeting	<ul style="list-style-type: none"> a. Supportive Mayor (TBD) mention campaign activities during meeting and encourage other Mayors to get involved on Friday
2. Support Canadian Energy Hospitality Suite	<ul style="list-style-type: none"> a. Engage with industry partners, Regional Municipality of Wood Buffalo & Coalition of Canadian Municipalities for Energy Action to coordinate a suite b. Invite key stakeholders. Determine key stakeholder list (for example, key Quebec elected officials) with industry partners, RCCC members, Regional Municipality of Wood Buffalo & Coalition of Canadian Municipalities for Energy Action
3. Hold campaign meeting to:	<ul style="list-style-type: none"> a. Run through campaign activities for the next day b. Run through stakeholder meeting schedules to determine opportunities to collaborate
Friday, May 31	
4. FCM Conference MC Announces Campaign & Key Messages in Opening Remarks	(Confirm with FCM)
5. Support Canadian Energy Tradeshow Booth	<ul style="list-style-type: none"> a. Use AUMA’s booth for the day. <ul style="list-style-type: none"> i. Ask City of Calgary and Calgary Chamber if there is an opportunity to coordinate with their booth b. Hand out collateral and shirts at booth
6. Social Media Campaign Launch	<ul style="list-style-type: none"> a. Encourage members to retweet messages b. Share tweets with pictures of attendees in t-shirts c. Photo backdrop for social media photos with “Support Canadian Energy” logos located outside main plenary (Confirm with FCM)
7. FCM Rural Town Hall: Driving Tomorrow’s Growth	<ul style="list-style-type: none"> a. Supportive attendees wear campaign shirt b. Spokesperson(s) talks about key messages

8. Spokesperson(s) host media session with local journalists (TBD French and English spokesperson)

Sunday, June 2

9. FCM Breakfast Session- Powering Canada through energy development (Confirm with FCM)
- a. Supportive attendees wear campaign shirt
 - b. Program allows spokesperson(s) to join panel to talk about key messages (TBD spokesperson)
 - i. Mayor of Fort St. John and Calgary Chamber on panel

After FCM

10. Send out information to supportive municipalities on first formal meeting
11. Send out thank you letters to journalists and key stakeholders

DRAFT



Urban municipal perspectives on Bill C-69

Senate Standing Committee on Energy, the
Environment and Natural Resources

April 10, 2019



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

Introduction

The Alberta Urban Municipalities Association (AUMA) was founded in 1905 and today represents over 260 of Alberta's cities, towns, villages, summer villages, and specialized municipalities. As the voice for Alberta's urban municipalities, AUMA appreciates the opportunity to bring forward municipal perspectives on Bill C-69, an *Act to enact the Impact Assessment Act and the Canadian Energy Regulator Act*, to amend the *Navigation Protection Act*.

Navigation Protection Act

Primary area of impact to municipalities: Bridges that cross water bodies in Alberta

Municipalities are responsible for the construction, maintenance, and upgrades to the majority of bridges that cross water bodies in Alberta. As part of the transportation network, bridges connect communities, provide access to community services, support tourism, and are key infrastructure for various industries important to Alberta's economy.

The following outlines how proposed changes to the *Navigation Protection Act* would adversely impact municipalities.

- 1. Federal review of small-scale projects:** Proposed amendments to the *Navigation Protection Act* may reverse improvements made to the legislation in 2009 and 2012. The previous amendments helped address municipal concerns regarding federal review of small-scale projects, which were causing significant delays and incurring unnecessary costs.

Impact: Returning to the requirement for federal review of small-scale projects will cause unnecessary delays, which will be of particular concern for projects with federal and/or provincial grant funding with timeline requirements. The review requirement may also impact the ability for municipalities to access infrastructure grant funding.

Recommendation:

- That the Government of Canada explore amendments to the Act to limit federal review of small-scale projects. If the Government of Canada is committed to overseeing all projects on navigable waters, then it is recommended the approval agency explore measures to limit delays and costs to municipalities.
 - That the Government of Canada amend the *Canadian Navigable Waters Act* to explicitly state that the prohibition in section 3 and the obligations in sections 5 and 10 do not apply if there would be no interference with navigation.
- 2. Lack of definitions for work categories:** Bill 69 does not include definitions for key aspects including defining what constitutes major work versus minor work and includes a newly-proposed category that is not considered major or minor.

Impact: Lack of clarity is concerning as the regulations will ultimately determine the scope of administrative responsibilities being added to municipal governments.

Recommendation: That the Government of Canada release draft versions of the proposed regulations so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.

3. **Lack of definition for the term “interference:”** Section 64(4) of the proposed amendments designates that any works that slightly interfere with navigation will be considered minor works and any works that substantially interfere with navigation will be considered major works.

Impact: Municipalities need guidance on whether interference relates to the navigability of the vessel or is measured by changes to water level or water flow.

Recommendations: That the Government of Canada amend the *Canadian Navigable Water Act* to include the definition of “interference.”

4. **Expanded scope of regulation for scheduled and non-scheduled water bodies:** The *Navigation Protection Act* currently uses a schedule to define each water body subject to federal oversight. Bill C-69 creates a complex system of requirements for approval depending on the scope of work and whether the water body is scheduled or non-scheduled; however, there is lack of clarity on these requirements.

Impact: Without additional clarity, municipal governments will be challenged to self-determine whether a bridge project requires federal approval. In its current form, Bill C-69 creates an environment where municipalities may seek federal approval for all projects - even when not necessary - to avoid potential violation of the *Canadian Navigable Waters Act*. This type of regulatory environment should be avoided to limit costs on taxpayers.

Expanding federal regulation to include unscheduled water bodies will quite possibly increase the administrative burden on municipalities when planning bridge maintenance projects. This will result in increased administrative/engineering costs as well as a longer pre-planning period for projects that will have no impact or limited impact on navigation.

Recommendation: That the Government of Canada release draft versions of the proposed regulations so that municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.

5. **Lack of prescribed timelines for approval:** The proposed amendments create a new process and timeline for project proponents to conduct public consultation, but it does not set out timelines for when the Government of Canada must make a decision on an application.

Impact: Alberta’s municipalities operate in a winter climate where there is a limited number of months when construction can take place. The lack of timelines imposed on the approval agency can cause delays and may risk the success of a project as well as the municipality’s ability to meet funding timeline requirements.

Recommendation: That the Government of Canada amend the *Canadian Navigable Waters Act* to define the time period within which the Minister must make a decision on an application.

- 6. Responding to emergencies:** Section 10.4 of the proposed amendments allows the Minister to authorize work in various circumstances even if the obligations in sections 5 and 10 are not met.

AUMA supports the Federation of Canadian Municipalities in calling for section 10.4 to be expanded to address the unique needs of communities in the event of an emergency.

Recommendation: That the list of criteria in section 10.4 of the *Canadian Navigable Waters Act* is broadened to include social disruption or a breakdown in the flow of essential goods, services, or resources in order to adequately acknowledge the hardship and complexity created by damaged infrastructure in an emergency.

Impact Assessment Act

Primary area of impact to municipalities: Large-scale projects and municipal consultation

As the government closest to the people, municipalities have a unique understanding of the potential impact of large-scale projects on the local environment, economy, and health of citizens. It is essential there is an open and transparent process where municipal governments are consulted on projects that fall under the *Impact Assessment Act*.

AUMA supports the “one-project, one review” objective that Bill C-69 strives to achieve and the broadening of scope assessment to include economic, social and health impacts, both positive and negative, on local communities.

AUMA is concerned that the current reading of the Act doesn’t consistently reflect this objective. For example, the term “jurisdiction” as defined in the Act doesn’t include municipalities. AUMA is also concerned with the potential opportunity for political interference in the impact assessment process. In spite of the rigorous, arms-length assessment process and structure, sections of the Act still allow for expanded Ministerial discretion into the process.

The *Impact Assessment Act* and processes must be balanced to ensure projects of merit proceed in a timely manner so municipal projects and job-creating efforts are not thwarted; investments and use of grant funds made available to municipalities must be utilized.

The following outlines how proposed changes to the *Impact Assessment Act* would adversely impact municipalities.

- 1. Lack of definition of a “designated project” and the scope of federal oversight:**

Although the focus of the *Impact Assessment Act* is for large-scale projects, the Act does not clearly define what is considered a “designated project.”

Impact: The lack of definition makes it unclear what types of municipal projects could be subject to federal oversight. Until that information is available, it is difficult for AUMA to understand and provide feedback on the *Impact Assessment Act*.

Recommendation: That the Government of Canada release a draft definition of a “designated project” so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose an amendment to define a “designated project” in the Act.

2. **Lack of consultation with municipal governments:** The proposed *Impact Assessment Act* does not recognize the value of local knowledge that municipal governments have with respect to projects that may be proposed in local regions.

Impact: It is essential the Agency has all relevant information regarding local context and impacts before rendering a decision on a project application. Municipal governments are local stewards of the land and have unique knowledge that can assist a review panel. As such, there needs to be a clear and transparent process for the Agency to consult municipal governments that may be affected by a proposed project.

Recommendations:

- That the Government of Canada amend relevant sections of the *Impact Assessment Act* to expressly require consultation with impacted municipal governments.
- That the Government of Canada amend section 22(1) to include “comments from a municipal government impacted by the designated project” as one of the factors that must be considered by the review panel.
- That the Government of Canada amend the definition of jurisdiction to include municipalities.

Canadian Energy Regulator Act

AUMA’s observations and recommendations are focused on municipal government perspectives, which are less affected in the *Canadian Energy Regulator Act*. AUMA is pleased the Act does not include in its scope water or wastewater pipelines used solely for municipal purposes.

AUMA’s general concern with the Act is that it not become a conduit to delay or deter energy infrastructure projects of merit. Alberta and Canada have resource-based economies and the sustainability of our communities relies on a healthy resource sector.

Of particular concern is the removal of the “standing test” from the *National Energy Board Act*, which is used to determine interested parties that can participate in public hearings. Removal of the standing test has the potential to create project delays, ineffective consultation, and investor unease, all with no value being added to the process.

AUMA also strongly disagrees with the position of the Federation of Canadian Municipalities that suggests the Commission consider the input of all municipalities, regardless of whether they are located directly along the route of a proposed pipeline or transmission line. As noted before, allowing this will only create project delays, with no value added to the consultation and evaluation process.

Issue: While it is important the Regulator collect input from a diverse range of stakeholders, public input should be limited to persons or organizations that live or operate within reasonable proximity to the proposed project area or offer technical expertise that is relevant to the project.

Recommendation: That the *Canadian Energy Regulator Act* be amended to maintain the “standing test” to ensure that public hearings only involve input from municipalities or communities located directly along the route of a proposed pipeline or those that could be directly impacted in an adjacent municipality.

Contact

Thank you for your consideration of AUMA’s perspectives and recommendations on Bill C-69. If you have any questions regarding our recommendations, please contact Dan Rude, Chief Executive Officer, at drude@auma.ca or 780-433-4431.

Summary of Recommendations

Navigation Protection Act

- That the Government of Canada explore amendments to the Act to limit federal review of small-scale projects. If the Government of Canada is committed to overseeing all projects on navigable waters, then it is recommended the approval agency explore measures to limit delays and costs to municipalities.
- That the Government of Canada amend the *Canadian Navigable Waters Act* to explicitly state that the prohibition in section 3 and the obligations in sections 5 and 10 do not apply if there would be no interference with navigation.
- That the Government of Canada release draft versions of the proposed regulations so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose amendments to define key terms such as minor and major works in the Act.
- That the Government of Canada amend the Canadian Navigable Water Act to include the definition of “interference.”
- That the Government of Canada amend the *Canadian Navigable Waters Act* to define the time period within which the Minister must make a decision on an application.
- That the list of criteria in section 10.4 of the *Canadian Navigable Waters Act* is broadened to include social disruption or a breakdown in the flow of essential goods, services, or resources in order to adequately acknowledge the hardship and complexity created by damaged infrastructure in an emergency.

Impact Assessment Act

- That the Government of Canada release a draft definition of a “designated project” so municipalities can fully understand the expected impact of Bill C-69 before the Senate makes its decision on the Bill or the Senate propose an amendment to define a “designated project” in the Act.
- That the Government of Canada amend relevant sections of the *Impact Assessment Act* to expressly require consultation with impacted municipal governments.
- That the Government of Canada amend section 22(1) to include “comments from a municipal government impacted by the designated project” as one of the factors that must be considered by the review panel.
- That the Government of Canada amend the definition of jurisdiction to include municipalities.

Canadian Energy Regulator Act

- That the *Canadian Energy Regulator Act* be amended to maintain the “standing test” to ensure that public hearings only involve input from municipalities or communities located directly along the route of a proposed pipeline or those that could be directly impacted in an adjacent municipality.

THE VILLAGE OF INNISFREE

NOTICE TO TENDER

MARCH 28, 2019

Tenders will be received by the Village of Innisfree up to and including **12:00 (noon) local time** on the **18th day of April, 2019** for the following:

2002 F 350 Super Duty Truck with Dump Box



Should you wish to view the items listed above, please contact the Village of Innisfree at 780-592-3886, Public Works 780-787-0568 or email cao@innisfree.ca to set up an appointment.

The Village of Innisfree reserves the right to reject any and all tenders. The highest tender may not necessarily be accepted.

Please submit all tenders to:

Brooke Yaremchuk
Chief Administration

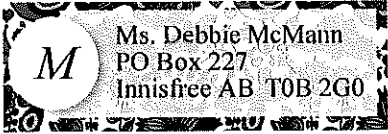
Village of Innisfree
Box 69, 5116 – 50 Avenue
Innisfree, AB
T0B 2G0

Email: cao@innisfree.ca
Fax: 1-780-592-3729

Office Hours:
Mon – Fri
9:00 AM – 5:00 PM

We thank you in advance for any and all tender's received.

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	Innisfree Parent School Council
Meeting Date & Time:	March 25, 2019
Attendees:	Jessica Littlewood, Wendy Nott, Jenna Lindballe, Vanessa Hendyter, Tracy Rudolf, Maureen Melnyk, Leri Feschuk, Marilyn Newton, April
Discussion:	<p>Celeste, Rose, Amberlynn Myskaniuk,</p> <p>School Trustee Report - Requests for more ^{students} languages, review of weather issues,</p> <p>Junior High Students are looking at Food "Farm to Table" - growing their own food and preparing meals - including outdoor cooking. They have started growing several things</p>
Actions:	<p style="text-align: right;">was attended by</p> <p>AB Forum of Young Canadians - Tyson Rudolf</p> <p>- looking into lacrosse instruction</p>
Future Items:	<ul style="list-style-type: none"> - Credit lending has been expanded this will improve School Based Funding - Graduation May 3 - It Can't Happen to me - May 1
Submitted By:	 <p>Ms. Debbie McMann PO Box 227 Innisfree AB T0B 2G0</p>



EMERGENCY MANAGEMENT INTERAGENCY MEETING

Mannville Drop-In Center

5035 – 50 Street, Mannville

MARCH 28, 2019 AT 9:30 A.M.

*** COFFEE AND LUNCH WILL BE PROVIDED**

AGENDA

1. PURPOSE OF MEETING

The purpose of this Emergency Management Interagency Meeting is to bring together regional emergency management personnel and participating partners to discuss areas of common interest in emergency response. This is an invitation to analyze and discuss current capabilities and challenges that affect our region, and to discuss possible solutions and collaborative practices in responding to a local or regional emergency. As networking and team building are key to establishing a successful interagency response, this meeting is intended to link interested parties together by establishing firm and functional relationships within our region.

2. AGENDA

3. MINUTES - *Approved by J.L.*

Approval of Minutes of Meeting held on November 22, 2018

4. INTRODUCTIONS

- a. Ernie Polsom, Director of Emergency Management, City of Lloydminster
- b. Trevor Gillis, new Fire Chief at Mannville
- c. Introduction of attendees ✓

5. PRESENTATION: EMERGENCY SOCIAL SERVICES – ERNIE POLSOM

6. LOCAL AUTHORITY EMERGENCY MANAGEMENT REGULATION 203/2018 (LAEMR) Emergency Plan Requirements

- s. 4(e) emergency program exercises that the local authority will engage in
- s. 4(j) a training plan for staff assigned with responsibilities under the local authority's emergency plan
- s. 4(m) the local authority's plan for providing emergency social services during an emergency or disaster.

7. REGIONAL EXERCISES – Jill McLuckie (DEM, Mannville)

- (a) Emergency Management Preparedness Program (EMPP) Grant
 - Emergency Social Services (ESS) Training & Reception Centre Exercise at the Mannville Recreation Centre
 - Emergency Operations Centre (EOC) Table Top Exercise in the Fall
- (b) Further training for Council and Staff – Region

June 13
June 19
Still in planning stage

8. LEMR TRAINING REQUIREMENTS FOR THE THREE IDENTIFIED PERSONNEL:**(a) Local Authority Elected Officials**

All local authority elected officials are required to complete the *Municipal Elected Officials (MEO) Course* within 90 days of taking an official oath under s.156 of the *Municipal Government Act*.

(b) Directors of Emergency Management

- Basic Emergency Management (BEM)
- Incident Command System (ICS) 100, 200, and 300
- The Director of Emergency Management Course (DEM)

(c) Employees

Municipal employees who have been assigned responsibilities under the authority's emergency plan must complete the following within 6 months of appointment or by January 1, 2020 whichever is later:

- Basic Emergency Management (BEM)
- Incident Command System (ICS) 100

Provincial On-Line Training Opportunities

AEMA Training at aema.training@gov.ab.ca –

Basic Emergency Management (coming soon)

Emergency Social Services

Exercise Design

ICS 100 and 200

Scribing for Emergency Management

NOTE: The BEM course and MEO course are currently off-line while the training section updates them to reflect new changes to EMA and LAEMR. The target release date is May 17.

9. REGIONAL CONSIDERATIONS –Jill McLuckie, DEM Mannville**(a) Resource Lists****(b) Mutual Aid Agreements – Possibly going regional?****(c) Recruitment Issues: Ideas and Initiatives?****10. EMERGENCY PREPAREDNESS WEEK May 5 – 11, 2019 - Jill McLuckie, DEM Mannville****(a) Emergency Preparedness Handbook****(b) Disaster Simulation Game****11. QUESTIONS AND COMMENTS – ROUND TABLE****12. DATE OF NEXT MEETING:****13. ADJOURNMENT**

LIST OF RESOURCES

NAME OF AGENCY/MUNICIPALITY _____ DATE: _____

[illegible]

Pursuant to Village of Mannville Bylaw 2012-772, an Emergency Management Interagency Meeting was held at the Mannville Drop-In Centre in the Village of Mannville on Thursday, November 22, 2018 at 9:30 a.m.

Present	Jill McLuckie	Director of Emergency Management – Village of Mannville
	Donna Poliakiwski	Deputy Director of Emergency Management – Village of Mannville
	John Lamb	Field Officer – Alberta Emergency Management Agency
	Jody Quickstad	Chief Administrative Officer – Village of Mannville
	Jannette Riedel	Director, M.M.I. F.C.S.S
	Melissa Gress	M.M.I. F.C.S.S.
	Jennifer Hodel	Assistant Chief Administrative Officer – Village of Mannville
	Mark McLaughlin	Superintendent of Public Works – Village of Mannville
	Jocelyne Lanovaz	President, Mannville Chamber of Commerce
	Gary Dupuis	Chief Administrative Officer – Village of Myrnam
	Mike Fundytus	Fire Chief – County of Minburn
	Stacey Barber	Principal – Mannville School
	Rebecca McCullough	Assistant Principal – Mannville School
	Rod Mackenzie	Bulldog Energy Group
	George Steiner	Mannville Care Centre – Alberta Health Services
	Cheryl Jory	Mannville Co-op
	Sgt. Mike Dunsmore	Royal Canadian Mounted Police
	Rev. Andrew Kinoti	United Church

The purpose of the meeting was to bring together regional emergency management personnel to discuss areas of common interest in emergency response and discuss current capabilities and challenges that affect our region.

The Village of Mannville Director of Emergency Management, Jill McLuckie welcomed the attendees.

Round table introductions of all in attendance were made.

Ms. McLuckie discussed her emergency management training and experience.

Ms. McLuckie discussed the Village of Mannville Emergency Management Plan.

Ms. McLuckie introduced Alberta Central East Field Officer, John Lamb, of the Alberta Emergency Management Agency (AEMA).

Mr. Lamb discussed the Community Emergency Management Program (CEMP) and Hazard Identification Risk Assessment.

Ms. McLuckie introduced Director of Mannville Minburn Innisfree Family and Community Support Services, Ms. Jannette Riedel.

Ms. Riedel discussed the Emergency Social Services Program.

Mr. Lamb discussed the Provincial Emergency Social Services Program.

Mr. Lamb discussed the Alberta Emergency Alert including authorized users and public advisories.

Mr. Lamb discussed the Alert Ready System.

Mr. Lamb discussed provincial training opportunities.

Ms. McLuckie discussed regional exercises including the Village of Mannville's application for the Emergency Management Preparedness Grant and upcoming exercise plans for Mannville.

There was a roundtable discussion on areas of concern. Several items were identified including;

Communication – Where is the Reception Centre? What do we do if we hear the siren?
Evacuation protocols? Who? What? Where? When?

General supplies – Where to obtain cots, blankets, food, medical supplies.

Transportation – How to move sick or injured people. What if there is a rail accident?

Collaboration – Sharing of Emergency Plans.

Ms. McLuckie passed around a sheet for participants to fill out listing the resources that their department or industry could provide in the event of an emergency.

Mutual aid agreements were discussed including the Village of Mannville's 2006 Emergency Aid Agreement and the City of Lloydminster's mutual aid proposal.

Ms. McLuckie and Mr. Lamb discussed the AEMA "Be Prepared website", 72 Hours and Build a Kit.

Mr. Lamb discussed revisions to the *Emergency Management Act* and *Local Authority Emergency Management Regulations*.

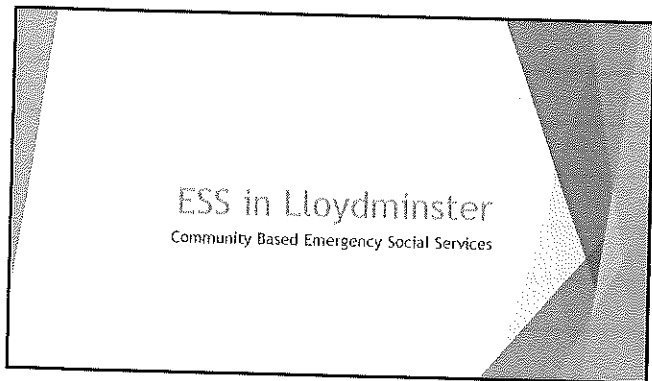
There was a round table for comments and questions.

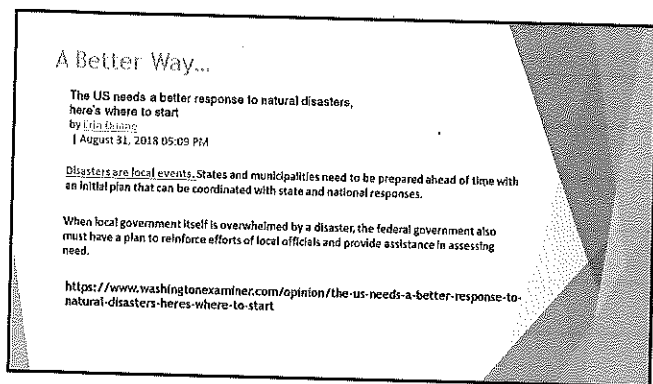
The date of the next meeting will be called by the Mannville Director of Emergency Management in the spring of 2019.

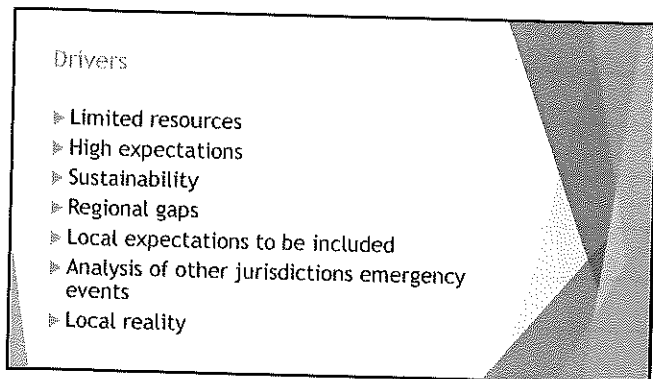
Ms. McLuckie adjourned the meeting at 2:15 p.m.

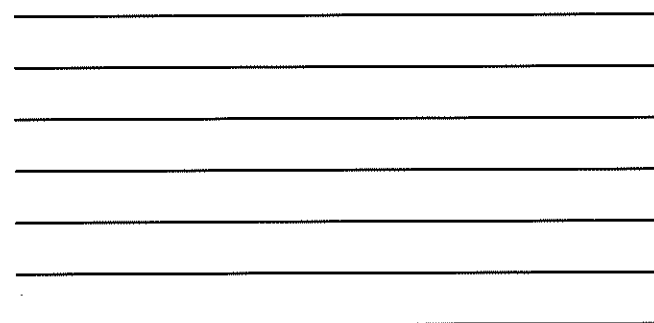
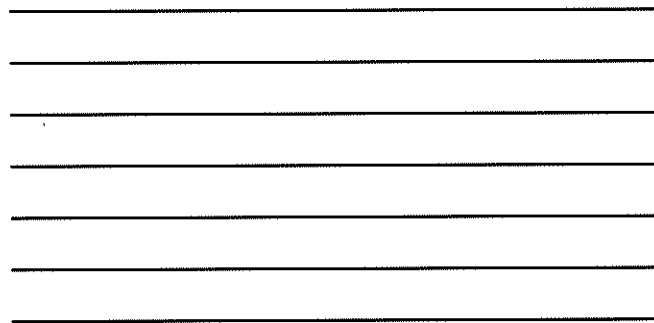
Jill McLuckie, Director of Emergency Management
Village of Mannville

Jody Quickstad, Chief Administrative Officer
Village of Mannville









Role Clarity

#WelcomeRefugees



Our Role

- ▶ To ensure the delivery of critical services before, during and after an emergency event
- ▶ Planning
- ▶ Logistics
- ▶ Admin and Finance

ESS First Providers Role

▶ ESS Operations

Closing

- ESS is a team sport
- First Nations, Metis Settlements and Municipalities do not have to own the solution- just influence it when needed
- Amazing opportunity to knit ESS tightly into a sustainable local, regional and provincial response system
- Respect your local First Providers

Po.ô.âdΓŃ
Kinanâskomitin

Thank you!

VILLAGE OF INNISFREE: COUNCIL COMMITTEE REPORT

Committee Name:	Kalyna Country Meeting
Meeting Date & Time:	April 6, 2019 Noon to 4:00
Committee Chair:	Barry McDonald
Attendees:	Louise Chomlak, Sheila Neil, Ruth M, Bernie Marco, Larry Treutmann, Jax Balan, Edith Zawadzki, Darlene Wondra,
Discussion:	Ed Boothman Annual Meeting Election President/Chairperson - Louise Chomlak Vice Barry McDonald Secretary - Ruth M Treasurer - Deb McMann
Actions:	Report on Growing Rural Tourism History Check Growing and Exciting Travel App Kalyna Web Site is improving and information is being added.
Future Items:	Kalyna will participate in Vegreville Pysanka Days Sheila Neil has resigned and looking for a New office CAO.
Submitted by:	Ms. Debbie McMann PO Box 227 Innisfree AB T0B 2G0

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICERS REPORT
MARCH 19, 2019 – APRIL 23, 2019

Administration & Public Works

The Auditor came into the office at the end of March. We are hoping the municipal audit will be completed before the end of May.

Pascale Therrien from Master Meter Canada emailed me on April 15th and advised us that the 120 Water Meter replacements have been programmed and were shipped either on the 15th or the 16th. They should be arriving by no later than the end of April. We have made it a priority to have them installed as early as the first week of May. We have made a plan to start on one end of Town and proceed from there.

How does Council feel about reviewing the Utility Charges at the next Council meeting (May 21, 2019)? Please keep in mind that this is a recommendation as per the Viability Review.

Viability Recommendation No. 8 - Utility Rates should continue to be reviewed annually to ensure fill cost recovery is maintained.

I will provide Council a few scenarios of previous water charges, current and future costs for Utility. I will also provide a cost of what other municipalities (on ACE Water) are charging per month for comparison.

The deadline for Minister Directive No. 2 is due on April 30th. I would like to thank Barr Engineering for working hard on this item for the Village. They have done an exceptional job on preparing this document.

I would also like to thank Mayor and Council for allowing me to take a few days off at the beginning of April to be with my family while we mourned the loss of a close family member.

I have been working closely with Vegreville Utility Manager Randy Cyba and his workers on ensuring that the Village remains compliant with our water reporting and samples. The Bac T samples are crucial and need to be taken once a month. Should the Village miss submitting a sample, in any month, we risk being issued a LARGE fine. We would like to avoid this. Randy and I are brainstorming ways to avoid this issue, especially when the CAO is away or on Holidays.

I will continue to do research on additional grant funding to go towards the March 1 Water Break. I got an email from Alberta Government regarding the Village's GTF application. I have not heard anything back since I have responded to their request. I have also gathered information

regarding ACFA requirements. **Does Council want the CAO to create an application and submit for May 31 deadline? Please advise.**

Bylaw Enforcement

Bylaw Enforcement is on-going.

Hugh and I have made it a priority to go around Town and capture all the stray cats that are lingering around Town. I will also send out a friendly notice in the Utility Bills reminding and advising residents that their animals should not be running loose around Town. Should we capture or find their animal running loose they will be fined. Same goes with licencing.

I have also made it a priority to enforce unsightly properties this Spring/Summer.

To help promote a clean and beautiful Village, I wanted Council thoughts regarding the Village having a Back Alley Clean up week in May 2019. Essentially the idea behind the back alley clean up is it would allow residents to put out items that would not normally be accepted on regular garbage days and the Village would be responsible for picking it up (we could also ask for Volunteers to help assist). I would sit down with Hugh first and gather information on what can be accepted and what can't. **But I would like councils' thoughts and opinions regarding this event?**

UPCOMING EVENTS:

- April 29, 2019 – Office Closed due to a medical appt.

ACTION LIST

1. Please see attached.

ACTION LIST

MOTION #	TITLE	DEPARTMENT	ACTIONED	ON- GOING
2018-08-21/14	Solar Ninja's Quote Dated June 29, 2018	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
2018-01-15/10	Offer to Purchase – Lot 5, Block 7, Plan 4175R	Admin		X
2019-03-19/09	Sale of Land by Public Tender – Advertisement	Admin		X
2019-03-19/10	Minister Directives – Draft Timeline - Ministerial Order No. 095/18	Admin	X	
2019-03-19/12	Barr Engineering Proposal – Capital Plan	Admin	X	
2019-03-19/13	Emailed Dated March 8, 2019 – Birch Lake Recreation Site	Admin	X	
2019-03-19/14	Basement Flood – 4815 53 Street	Admin/Council		X
2019-03-19/20	Personnel – CAO Evaluation	Admin/Council		X



LOAN APPLICATION DATES AND APPLICATION REQUIREMENTS

Please be advised that the next quarterly loans will be issued on **June 17, 2019**. To ensure that your application is processed for the next loan date, your application and supporting documents must be received by ACFA by the application deadline. Please ensure **ALL REQUIRED DOCUMENTATION** is submitted with your applications, **INCLUDING SUPPORT FOR YOUR DEBT LIMIT CALCULATIONS**, if applicable, to ensure your application is reviewed in a timely manner. If in doubt about any of the requirements, please contact ACFA.

SHAREHOLDER TYPE:	APPLICATION DEADLINE:	DOCUMENTS REQUIRED:
MUNICIPAL BORROWERS (Cities, towns, villages, regional authorities, counties, special areas, specialized municipalities, improvement districts, Metis settlements, municipal districts)	MAY 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 May 15, 2019. <u>Timeline for Passing Borrowing Bylaw</u> ✓ Debt Limit Worksheet ✓ Supporting documentation for your debt limit worksheet calculations ✓ Audited year-end financial statement ✓ Audited year-end financial information return ✓ Master Loan Agreement (if not previously submitted) ✓ Loan Calculator ✓ See additional requirements on the website under <u>Loans - Borrowing Process</u> if borrowing for land development, if within 25% of debt limits or have exceeded debt limits
EDUCATION AUTHORITIES (Post-Secondary)	APRIL 30, 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)	APRIL 30, 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	APRIL 30, 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.



Village of Innisfree

Tax Trial Balance (Full Listing)

Trial Balance As Of 2019-03-31

Page 1 of 1

2019-Apr-17

10:27:41AM

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3																																																																																					
<table><tr><td>Tax Levy</td><td>0.00</td><td>Local Improvement Levy</td><td>0.00</td></tr><tr><td>Additional Tax Levy</td><td>0.00</td><td>Accumulated Penalty</td><td>18,644.42</td></tr><tr><td></td><td></td><td>Outstanding Penalty</td><td>17,455.70</td></tr></table>											Tax Levy	0.00	Local Improvement Levy	0.00	Additional Tax Levy	0.00	Accumulated Penalty	18,644.42			Outstanding Penalty	17,455.70																																																																									
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<table><tr><td colspan="4">Sub Ledger</td><td colspan="4">General Ledger</td></tr><tr><td>Current</td><td>4,976.74</td><td></td><td></td><td>3-00-00-211</td><td>90,350.03</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>1 Year</td><td>78,338.23</td><td></td><td></td><td>3-00-00-212</td><td>73,465.16</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>2 Years</td><td>40,542.71</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>3 Years</td><td>25,011.58</td><td></td><td></td><td>Totals</td><td>163,815.19</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Over 3</td><td>13,996.86</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Outstanding</td><td>162,866.12</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>											Sub Ledger				General Ledger				Current	4,976.74			3-00-00-211	90,350.03						1 Year	78,338.23			3-00-00-212	73,465.16						2 Years	40,542.71										3 Years	25,011.58			Totals	163,815.19						Over 3	13,996.86																					Outstanding	162,866.12									
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				Proof	949.07																																																																																										

*** End of Report ***



Village of Innisfree
Utilities Trial Balance (All Balances)
 Trial Balance As Of 2019-03-31

Page 1 of 1

2019-Apr-17
 10:26:45AM

Account #	Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
Sub Ledger				General Ledger				
	Current		1,239.24					
	Overdue 1		2,648.25	3-00-00-274				23,507.83
	Overdue 2		2,551.27					
	Overdue 3		1,821.40					
	Overdue 4		10,213.38					
	Outstanding		<u>18,473.54</u>					
				Totals				<u>23,507.83</u>
				Total GL				23,507.83
				Total SL				18,473.54
				Proof				<u>5,034.29</u>

*** End of Report ***



Village of Innisfree

Page 1 of 2

Cheque Listing For Council

2019-Apr-17
10:32:07AM

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20190133	2019-03-15	Fleming *, Hugh	2-32-00-211	MARCH-19-03	PAYMENT WATER BREAK - FOOD	36.12	36.12
20190134	2019-03-15	Kostynuk, Eldon	2-23-00-215	FEB2019-01	PAYMENT FEBRUARY PHONE - FIRE DEPT.	50.00	50.00
20190141	2019-03-15	Town of Vegreville	2-41-00-250	IVC53284	PAYMENT WTP SUPERVISION	517.36	517.36
20190139	2019-03-15	Telus Communications Company	2-12-00-215 2-12-00-215	MARCH-19-7876 MARCH-19-9603	PAYMENT MONTHLY PHONE BILL - ADMIN MONTHLY PHONE - ADMIN	100.42 568.47	668.89
20190132	2019-03-15	Desjardins Card Services	2-12-00-510 2-23-00-510	MARCH-2019 MARCH-2019	PAYMENT OFFICE SUPPLIES CHAIRS - FIRE DEPT	410.45 629.94	1,040.39
20190136	2019-03-15	Minco Gas Co-op Ltd.	2-72-00-540	MARCH-2019-02	PAYMENT REC PARK - GAS	113.07	113.07
20190131	2019-03-15	County of Minburn	2-43-00-250 2-32-00-510 2-32-00-250	26366 26484 26486	PAYMENT 2018 MANN LF GW MONITORING LOADER FUEL - PW MARCH - HAULING AND TIPPAGE	231.94 190.01 961.00	1,382.95
20190128	2019-03-15	AMSC Insurance Services	2-11-00-274 2-11-00-152 2-12-00-131 2-32-00-131	2019vfi-79 MARCH-0732 MARCH-0732 MARCH-0732	PAYMENT 2019 INSURANCE PREMIUM MARCH INSURANCE - ADMIN/COUN MARCH INSURANCE - ADMIN/COUN MARCH INSURANCE - ADMIN/COUN	558.00 177.24 308.60 592.92	1,636.76
20190168	2019-03-28	Veg Auto & Industrial Supply 2013	2-32-00-510 2-32-00-510	93258 94967	PAYMENT PW - TRUCK SUPPLIES / LAMP & LEI PW - WINDSHIELD WASHER FLUID/S	27.52 42.55	70.07
20190138	2019-03-15	Suncor Energy Products Partnersl	2-32-00-521	MARCH-19-0111	PAYMENT FUEL - PUBLIC WORKS	1,027.53	1,027.53
20190140	2019-03-15	Telus Mobility	2-12-00-215	21781345-march	PAYMENT CELL PHONE - ADMIN/PW	224.78	224.78
20190125	2019-03-15	ACE	2-41-00-350	INN-02282019	PAYMENT FEBRUARY WATER CONSUMPTION	4,510.08	4,510.08
20190161	2019-03-28	ATB Financial MasterCard	2-12-00-216 2-32-00-215 2-12-00-510	MARCH2019 MARCH2019 MARCH2019	PAYMENT POSTAGE PW - INTERNET ADOBE PDF SERVICES	232.69 272.85 21.48	527.02
20190127	2019-03-15	Alberta Municipal Services Corpor	2-32-00-540 2-41-00-540 2-74-00-540 2-23-00-540 2-12-00-540 2-32-00-541 2-41-00-541 2-42-00-541 2-72-00-541 2-23-00-541 2-12-00-541 2-32-00-541 2-32-00-541 2-74-00-541 2-42-00-541 2-42-00-541 2-32-00-541 2-32-00-541	19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004 19-1028004	PAYMENT Public Works - Heat WTP - Heat Museum - Heat Fire Hall - Heat Village Office - Heat Public Works - Power WTP - Power Lift Station - Power Rec Park- Power Fire Hall - Power Village Office - Power xmas lights street lights Musuem - Power Lift Station - Power Lift Station - Power New PW Shop - Power PW - Power	293.10 191.82 489.72 471.88 172.03 43.55 761.37 179.97 201.38 191.87 250.69 21.00 5,038.26 128.42 130.50 151.02 268.33 21.00	9,005.91
20190137	2019-03-15	Road Runner Water Hauling	2-32-00-250	MAR2019-01	PAYMENT SNOW REMOVAL - PW	700.00	700.00



Village of Innisfree

Page 2 of 2

Cheque Listing For Council

2019-Apr-17

10:32:07AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20190167	2019-03-28	Top Gun Pipe Inspection	2-32-00-250	180	PAYMENT MARCH 1 WATER BREAK - SERVICE	20,473.36	20,473.36
20190130	2019-03-15	Brownlee LLP	2-12-00-995 2-12-00-995	477116 477300	PAYMENT G BERGMAN - MINIMUM TAX - LEGAL ARENAS - MITZI EMMA - LEGAL ADV	2,124.27 1,526.23	3,650.50
20190160	2019-03-28	Action Towing	2-32-00-510	45865	PAYMENT PW TRUCK TOWED VERMIL TO INNI	582.75	582.75
20190164	2019-03-28	Digital Connection Inc.	2-12-00-510	198444	PAYMENT TONER - ADMIN OFFICE	188.38	188.38
20190169	2019-03-28	Wells Fargo Equipment Fin Co	2-12-00-250	90248786	PAYMENT COPIER LEASE - LIBRARY	620.55	620.55
20190163	2019-03-28	Central Support Services	2-12-00-510	934835	PAYMENT 2019 SPRING FULFILLMENT - LIBRAF	3,978.34	3,978.34
20190166	2019-03-28	Municipal Information Systems Inc	2-12-00-250	20182149	PAYMENT INSTALLMENT - SUPPORT/INSTALLA	1,416.78	1,416.78
20190170	2019-03-28	Yaremchuk, Brooke	2-12-00-211	MARCH2019-03	PAYMENT MARCH MILEAGE - MEETINGS	116.05	116.05
20190162	2019-03-28	CANADA REVENUE AGENCY	4-00-00-237	TAX18	PAYMENT 2018 PAYROLL DIFFERENCE	5,741.15	5,741.15
20190135	2019-03-15	MCSNET	2-32-00-215 2-23-00-250	0101004 FEB2019-02	PAYMENT INTERNET SERVICES - PW SHOP INTERNET - FIRE HALL	104.95 104.95	209.90
20190165	2019-03-28		2-32-00-215	MARCH2019-01	PAYMENT FIRE HALL INTERNET	54.95	54.95
20190129	2019-03-15	Bauer Auto & Tire Ltd.	2-32-00-510	66837	PAYMENT PW WORK TRUCK - SERVICING	633.31	633.31
20190126	2019-03-15	Alberta Boilers Safety Association	2-74-00-250	001168	PAYMENT MUSEUM BOILER INSPECTION	75.00	75.00

Total 59,251.95

*** End of Report ***



Village of Innisfree

Revenue & Expense Report

Page 1 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
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TAXATION

1-00-00-110	Taxes Residential	(375.00)	(150,000.00)	(150,000.00)	(150,000.00)
1-00-00-111	Taxes Non-Residential	0.00	(45,000.00)	(45,000.00)	(45,000.00)
1-00-00-112	Taxes M & E	0.00	(1,200.00)	(1,200.00)	(1,200.00)
1-00-00-190	Taxes Linear	(10,762.48)	(24,000.00)	(24,000.00)	(24,000.00)
1-00-00-230	Taxes Federal GIL	0.00	(850.00)	(850.00)	(850.00)
1-00-00-250	Taxes Minimum Levy	0.00	(34,000.00)	(34,000.00)	(34,000.00)
1-00-00-321	ASFF Residential Levy	0.00	(26,000.00)	(26,500.00)	(27,000.00)
1-00-00-322	ASFF Non-Residential Levy	0.00	(10,500.00)	(11,000.00)	(11,500.00)
1-00-00-330	Seniors Housing Levy	0.00	(1,900.00)	(1,950.00)	(2,000.00)
* TOTAL TAXATION		(11,137.48)	(293,450.00)	(294,500.00)	(295,550.00)

REQUISITIONS

2-00-00-321	ASFF Requisition Residential	9,272.35	26,000.00	26,500.00	27,000.00
2-00-00-322	ASFF Requisition Non-Residential	0.00	10,500.00	11,000.00	11,500.00
2-00-00-330	Seniors Foundation Requisition	0.00	1,925.00	1,950.00	2,000.00
* TOTAL REQUISITIONS		9,272.35	38,425.00	39,450.00	40,500.00
**P TAX AVAILABLE FOR MUNICIPAL		(20,409.83)	(331,875.00)	(333,950.00)	(336,050.00)

GENERAL REVENUE

1-00-00-510	Penalties Taxes	17,874.86	(15,000.00)	(15,000.00)	(15,000.00)
1-00-00-540	Franchise Fees - Natural Gas	9,437.46	(24,750.00)	(25,000.00)	(25,250.00)
1-00-00-541	Franchise Fees - Electricity	10,741.88	(15,250.00)	(15,500.00)	(15,750.00)
1-00-00-550	Bank Interest	1,006.44	(3,000.00)	(3,000.00)	(3,000.00)
1-01-00-590	Other Revenue Own Sources Invest	70.00	0.00	0.00	0.00
1-11-00-152	Council Health Benefit Cost Recovery	523.70	0.00	0.00	0.00
** TOTAL GENERAL REVENUE		39,654.34	(58,000.00)	(58,500.00)	(59,000.00)

ADMIN REVENUE

1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	0.00	(400.00)	(400.00)	(400.00)
1-12-00-401	Sales Photocopies, Faxes, Services	27.50	(900.00)	(900.00)	(900.00)
1-12-00-402	Flower Pots	0.00	(400.00)	(300.00)	(300.00)
1-12-00-430	Sales Hats, Pins, Promotional	0.00	(25.00)	(25.00)	(25.00)



Village of Innisfree

Revenue & Expense Report

Page 2 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
1-12-00-560	Rental Revenue Adm	980.00	(4,800.00)	(4,800.00)	(4,800.00)
1-12-00-590	Other Revenue Own Sources Adm	0.00	(300.00)	(300.00)	(300.00)
1-12-00-840	Grants Conditional Provincial Adm	0.00	(40,311.00)	0.00	0.00
1-12-00-911	LTO Cost Recovery	0.00	(250.00)	(250.00)	(250.00)
** TOTAL ADMIN REVENUE		1,007.50	(47,386.00)	(6,975.00)	(6,975.00)
FINE REVENUE					
** TOTAL FINE REVENUE		0.00	0.00	0.00	0.00
FIRE REVENUE					
1-23-00-410	Fees Fire Fighting	1,989.27	(20,000.00)	(20,000.00)	(20,000.00)
1-23-00-850	Grants Conditional Local Gov't Fire	10,212.80	(20,120.00)	(20,120.00)	(20,120.00)
** TOTAL FIRE REVENUE		12,202.07	(40,120.00)	(40,120.00)	(40,120.00)
BYLAW REVENUE					
1-26-00-522	License Animal	380.00	(300.00)	(300.00)	(300.00)
1-26-00-523	Business Licenses	365.00	(600.00)	(600.00)	(600.00)
1-26-00-590	Fines Bylaw	0.00	(150.00)	(150.00)	(150.00)
** TOTAL BYLAW REVENUE		745.00	(1,050.00)	(1,050.00)	(1,050.00)
PUBLIC WORKS REVENUE					
1-32-00-430	Sales Service (Grass,Snow)	1,550.00	(300.00)	(300.00)	(300.00)
1-32-00-560	PW Rental Revenue	0.00	(300.00)	(200.00)	(200.00)
** TOTAL PUBLIC WORKS REVENUE		1,550.00	(600.00)	(500.00)	(500.00)
STORMWATER REVENUE					
1-37-00-410	Stormwater Infrastructure Renewal	1,223.90	(1,100.00)	(1,100.00)	(1,100.00)
** TOTAL STORMWATER REVENUE		1,223.90	(1,100.00)	(1,100.00)	(1,100.00)
WATER REVENUE					
1-41-00-410	Water Consumption	9,123.87	(52,000.00)	(52,500.00)	(52,500.00)
1-41-00-411	Regional Water Fund	5,685.50	(24,140.00)	(24,140.00)	(24,140.00)
1-41-00-412	Water Base Fee	8,354.53	(29,500.00)	(30,000.00)	(30,000.00)



Village of Innisfree

Revenue & Expense Report

Page 3 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
1-41-00-510	Penalties Water	327.99	(1,800.00)	(1,800.00)	(1,800.00)
1-41-00-511	Penalties-Regional Water Fund	0.00	(350.00)	(350.00)	(350.00)
** TOTAL WATER REVENUE		23,491.89	(107,790.00)	(108,790.00)	(108,790.00)
SEWER REVENUE					
1-42-00-410	Billings Sewer	8,424.47	(40,910.00)	(41,000.00)	(41,250.00)
1-42-00-510	Sanitary Sewer Penalties	0.00	(500.00)	(550.00)	(575.00)
1-42-00-830	Grants Conditional Federal Sewer	0.00	(11,675.00)	(11,675.00)	(11,675.00)
** TOTAL SEWER REVENUE		8,424.47	(53,085.00)	(53,225.00)	(53,500.00)
SOLID WASTE					
1-43-00-410	Billings Garbage	16,745.88	(55,100.00)	(55,900.00)	(56,700.00)
1-43-00-411	Regional SWM Infrastructure Fee	0.00	(19,500.00)	(19,750.00)	(20,000.00)
1-43-00-510	Penalties - Solid Waste	0.00	0.00	(600.00)	(600.00)
1-43-00-511	Penalties SWM Fee	0.00	(325.00)	(350.00)	(360.00)
** TOTAL SOLID WASTE		16,745.88	(74,925.00)	(76,600.00)	(77,660.00)
COMMUNITY REVENUE					
** TOTAL COMMUNITY REVENUE		0.00	0.00	0.00	0.00
LAND REVENUE					
1-61-00-410	Sale of Land	100.00	0.00	0.00	0.00
1-61-00-522	Permits (Development, Subdivision)	0.00	(100.00)	(100.00)	(100.00)
** TOTAL LAND REVENUE		100.00	(100.00)	(100.00)	(100.00)
RECREATION REVENUE					
1-72-00-590	Fees Park Grounds	0.00	(19,500.00)	(19,750.00)	(20,000.00)
1-72-00-591	Fees Park Concession	0.00	(2,000.00)	(2,000.00)	(2,000.00)
** TOTAL RECREATION REVENUE		0.00	(21,500.00)	(21,750.00)	(22,000.00)
CULTURAL REVENUE					
1-74-00-557	Museum Cost Recovery	0.00	(7,200.00)	(7,250.00)	(7,350.00)
** TOTAL CULTURAL REVENUE		0.00	(7,200.00)	(7,250.00)	(7,350.00)



Village of Innisfree

Revenue & Expense Report

Page 4 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
***	TOTAL REVENUE	84,735.22	(744,731.00)	(709,910.00)	(714,195.00)
	COUNCIL EXPENSE				
2-11-00-130	Employer Cont Source Dec=ductions	0.00	30.00	30.00	30.00
2-11-00-135	WCB Council	0.00	190.00	200.00	210.00
2-11-00-151	Fees Council	1,995.00	10,880.00	10,880.00	10,880.00
2-11-00-152	Benefits Council	708.96	2,050.00	2,050.00	2,050.00
2-11-00-211	Travel/Subsistence Council	509.14	3,000.00	3,000.00	3,000.00
2-11-00-212	Conventions/Seminars Council	0.00	3,500.00	3,500.00	3,500.00
2-11-00-274	Council Insurance	558.00	2,000.00	2,000.00	2,000.00
**	TOTAL COUNCIL EXPENSE	3,771.10	21,650.00	21,660.00	21,670.00
	ADMIN EXPENSE				
2-12-00-110	Salaries & Wages Adm	12,500.01	58,800.00	58,800.00	58,800.00
2-12-00-111	Honorarium (Admin)	0.00	500.00	500.00	500.00
2-12-00-130	Employer Contributions Source Adm	0.00	4,405.00	4,450.00	4,340.00
2-12-00-131	Employer Benefits Adm	3,301.61	2,375.00	2,400.00	2,460.00
2-12-00-135	Workers Compensation ADM	259.98	620.00	640.00	660.00
2-12-00-211	Travel/Subsistence Adm	241.45	500.00	550.00	600.00
2-12-00-212	Education Adm	0.00	1,600.00	1,600.00	1,600.00
2-12-00-215	Telecommunications	2,114.73	5,900.00	5,900.00	5,900.00
2-12-00-216	Postage & Freight	392.05	300.00	325.00	325.00
2-12-00-220	Membership Dues Adm	1,022.21	1,700.00	1,750.00	1,750.00
2-12-00-221	Advertising/Printing/Subscriptions Adm	8,896.40	6,400.00	6,500.00	6,600.00
2-12-00-230	Audit/Assessor Fees Adm	2,260.00	15,000.00	15,250.00	15,500.00
2-12-00-250	Contracted Services Adm	5,544.93	3,800.00	3,850.00	3,900.00
2-12-00-274	Insurance Adm	19,291.32	3,300.00	3,400.00	3,500.00
2-12-00-290	Election/Census Expense Adm	0.00	0.00	0.00	1,500.00
2-12-00-510	Goods & Services Adm	5,451.54	5,500.00	5,600.00	5,650.00
2-12-00-540	Utilities Heat Adm	595.48	1,650.00	1,700.00	1,750.00
2-12-00-541	Utilities Power Adm	557.64	2,500.00	2,500.00	2,500.00
2-12-00-650	Provision Doubtful Accounts	0.00	2,000.00	2,000.00	2,000.00
2-12-00-765	Transfer to Reserves Adm	0.00	1,000.00	1,000.00	1,000.00
2-12-00-770	Grants to Organizations Adm	0.00	250.00	250.00	250.00
2-12-00-790	Amortization Expense Adm	0.00	600.00	600.00	600.00
2-12-00-810	Bank Charges Adm	347.81	1,750.00	1,750.00	1,750.00
2-12-00-910	Outages/Account for Penny Loss	0.00	3,230.24	0.00	0.00
2-12-00-911	Land Title Charges	5.00	1,000.00	1,000.00	1,000.00



Village of Innisfree

Revenue & Expense Report

Page 5 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
2-12-00-920	Tax Adjustments Council Adm	0.00	1,200.00	1,200.00	1,200.00
2-12-00-995	Legal Expenses	11,776.92	30,000.00	25,000.00	20,000.00
** TOTAL ADMIN EXPENSE		74,559.08	155,880.24	148,515.00	145,635.00
FIRE EXPENSE					
2-23-00-120	Salaries & Wages Fire	3,533.73	15,000.00	0.00	0.00
2-23-00-135	WCB Fire	0.00	210.00	0.00	0.00
2-23-00-211	Travel & Subsistence Fire	0.00	300.00	0.00	0.00
2-23-00-215	Telecommunications Fire	1,008.22	2,900.00	0.00	0.00
2-23-00-217	Freight & Postage Fire	0.00	200.00	0.00	0.00
2-23-00-221	Advertising/Printing/Subscriptions Fire	0.00	170.00	0.00	0.00
2-23-00-234	Training Fire	0.00	1,500.00	0.00	0.00
2-23-00-250	Contracted Services Fire	759.95	675.00	0.00	0.00
2-23-00-274	Insurance Fire	0.00	1,800.00	0.00	0.00
2-23-00-510	Supplies & Equipment Fire	746.30	5,750.00	0.00	0.00
2-23-00-521	Fuel & Oil Fire	0.00	1,000.00	0.00	0.00
2-23-00-540	Utilities Heat Fire	1,124.67	4,000.00	0.00	0.00
2-23-00-541	Utilities Power Fire	481.48	1,750.00	0.00	0.00
2-23-00-762	Transfer to Capital Reserves Fire	0.00	4,000.00	0.00	0.00
2-23-00-790	Amortization Expense Fire	0.00	2,525.00	0.00	0.00
** TOTAL FIRE EXPENSE		7,654.35	41,780.00	0.00	0.00
EMGERENCY SERVICE EXPENSE					
2-25-00-310	911 Requisition	1,427.20	1,550.00	0.00	0.00
** TOTAL EMGERENCY SERVICE EXPENS		1,427.20	1,550.00	0.00	0.00
BYLAW EXPENSE					
2-26-00-221	Bylaw Advertising	0.00	150.00	0.00	0.00
2-26-00-222	Bylaw Enforcement Costs	0.00	500.00	0.00	0.00
2-26-00-510	Animal Control Goods & Services	0.00	250.00	0.00	0.00
** TOTAL BYLAW EXPENSE		0.00	900.00	0.00	0.00
PUBLIC WORKS EXPENSE					
2-32-00-110	Salaries & Wages PW	4,484.37	18,350.00	0.00	0.00
2-32-00-111	Honorarium (PW)	0.00	500.00	0.00	0.00
2-32-00-115	Salaries & Wages Casual PW	0.00	2,300.00	0.00	0.00



Village of Innisfree

Revenue & Expense Report

Page 6 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
2-32-00-130	Employer Contributions Source PW	823.56	1,290.00	0.00	0.00
2-32-00-131	Employer Benefits PW	1,778.76	1,930.00	0.00	0.00
2-32-00-135	WCB	0.00	700.00	0.00	0.00
2-32-00-211	Travel & Subsistence PW	34.40	200.00	0.00	0.00
2-32-00-215	Telecommunications PW	991.31	900.00	0.00	0.00
2-32-00-217	Freight & Postage PW	0.00	250.00	0.00	0.00
2-32-00-250	Contracted Services PW	22,342.44	10,000.00	0.00	0.00
2-32-00-270	CN Services PW	0.00	130.00	0.00	0.00
2-32-00-274	Insurance PW	0.00	4,750.00	0.00	0.00
2-32-00-510	Goods & Services PW	2,955.51	16,500.00	0.00	0.00
2-32-00-521	Fuel & Oil PW	3,073.58	10,000.00	0.00	0.00
2-32-00-540	Utilities Heat PW	821.61	2,500.00	0.00	0.00
2-32-00-541	Utilities Power (Street/Shop) PW	10,958.54	61,000.00	0.00	0.00
2-32-00-762	Transfer to Capital PW	0.00	9,500.00	0.00	0.00
2-32-00-790	Amortization Expense PW	0.00	12,500.00	0.00	0.00
** TOTAL PUBLIC WORKS EXPENSE		48,264.08	153,300.00	0.00	0.00
STORM DRAINAGE EXPENSE					
2-37-00-510	Goods & Equipment Repairs - Storm Draina	0.00	1,500.00	0.00	0.00
** TOTAL STORM DRAINAGE EXPENSE		0.00	1,500.00	0.00	0.00
WATER EXPENSES					
2-41-00-110	Salaries & Wages Water	1,921.89	7,880.00	0.00	0.00
2-41-00-130	Employer Contributions Source Water	352.95	550.00	0.00	0.00
2-41-00-131	Employer Benefits Water	0.00	830.00	0.00	0.00
2-41-00-215	Telecommunications - Water	165.86	2,500.00	0.00	0.00
2-41-00-217	Freight & Postage - Water	0.00	1,500.00	0.00	0.00
2-41-00-250	Contracted Services Water	2,444.00	12,250.00	0.00	0.00
2-41-00-274	Insurance Water	0.00	3,400.00	0.00	0.00
2-41-00-350	ACE Regional Water Purchase	16,519.14	50,200.00	0.00	0.00
2-41-00-510	Goods & Services Water	75.01	5,000.00	0.00	0.00
2-41-00-540	Utilities Heat Water Plant	659.18	1,850.00	0.00	0.00
2-41-00-541	Utilities Power Water Plant	1,440.80	5,500.00	0.00	0.00
2-41-00-790	Amortization Expense Water	0.00	66,900.00	0.00	0.00
2-41-00-840	750-Capital ACE Water Contribution	0.00	24,140.00	0.00	0.00
* TOTAL WATER EXPENSES		23,578.83	182,500.00	0.00	0.00



Village of Innisfree

Revenue & Expense Report

Page 7 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
SEWER EXPENSE					
2-42-00-110	Salaries & Wages Sewer	1,921.89	7,500.00	0.00	0.00
2-42-00-130	Employer Contributions Source Sewer	352.95	550.00	0.00	0.00
2-42-00-131	Employer Benefits Sewer	0.00	830.00	0.00	0.00
2-42-00-215	Freight/Phone/Postage Sewer	0.00	250.00	0.00	0.00
2-42-00-250	Contracted Services Sewer	0.00	8,500.00	0.00	0.00
2-42-00-274	Insurance Sewer	0.00	1,275.00	0.00	0.00
2-42-00-510	Goods & Services Sewer	3,023.16	10,000.00	0.00	0.00
2-42-00-541	Utilities Power Sewer Lift Stations	1,226.42	5,550.00	0.00	0.00
2-42-00-762	Transfer to Capital Sewer	0.00	10,000.00	0.00	0.00
2-42-00-790	Amortization Expense Sewer	0.00	26,000.00	0.00	0.00
2-42-00-840	MSI Capital Grant Sewer	0.00	11,675.00	0.00	0.00
** TOTAL SEWER EXPENSE		30,103.25	264,630.00	0.00	0.00
GARBAGE EXPENSE					
2-43-00-110	Salaries & Wages Garbage	4,484.37	18,385.00	0.00	0.00
2-43-00-130	Employer Contributions Source Garbage	823.56	1,290.00	0.00	0.00
2-43-00-131	Employer Benefits Garbage	0.00	1,930.00	0.00	0.00
2-43-00-250	Contracted Services Garbage	0.00	33,250.00	0.00	0.00
2-43-00-274	Insurance Garbage	0.00	360.00	0.00	0.00
2-43-00-510	Goods & Services Garbage	0.00	500.00	0.00	0.00
2-43-00-762	Transfer to Capital Garbage	0.00	18,500.00	0.00	0.00
2-43-00-790	Amorization Expense Garbage	0.00	2,165.00	0.00	0.00
** TOTAL GARBAGE EXPENSE		5,307.93	76,380.00	0.00	0.00
FCSS EXPENSE					
2-51-00-351	FCSS Requisition	1,837.75	2,100.00	0.00	0.00
** TOTAL FCSS EXPENSE		1,837.75	2,100.00	0.00	0.00
PLANNING EXPENSE					
2-61-00-510	General Goods & Services	0.00	500.00	0.00	0.00
** TOTAL PLANNING EXPENSE		0.00	500.00	0.00	0.00
LAND PURCHASES EXPENSE					



Village of Innisfree

Revenue & Expense Report

Page 8 of 8
2019-Apr-17
10:34:25AM

General Ledger	Description	2019 Actual	2019 Budget	2020 Budget	2021 Budget
**	TOTAL LAND PURCHASES EXPENSE	0.00	0.00	0.00	0.00
RECREATION E XPENSES					
2-72-00-110	Salaries & Wages Recreation	0.00	3,800.00	0.00	0.00
2-72-00-130	Employer Contributions Source Recreation	0.00	140.00	0.00	0.00
2-72-00-135	WCB Rec Park	0.00	100.00	0.00	0.00
2-72-00-215	Freight/Phone/Postage Recreation	90.22	500.00	0.00	0.00
2-72-00-221	Printing/Advertising/Subscriptions	0.00	1,300.00	0.00	0.00
2-72-00-250	Contracted Services Recreation	0.00	7,000.00	0.00	0.00
2-72-00-255	Maintenance Sports Grounds	0.00	750.00	0.00	0.00
2-72-00-274	Insurance Recreation	0.00	3,000.00	0.00	0.00
2-72-00-510	Goods & Services Recreation	0.00	5,000.00	0.00	0.00
2-72-00-511	Rec Park Float	0.00	100.00	0.00	0.00
2-72-00-521	Fuel and Oil Park	0.00	500.00	0.00	0.00
2-72-00-540	Utilities Heat Park Building	252.54	600.00	0.00	0.00
2-72-00-541	Utilities Power Park Grounds	514.54	2,500.00	0.00	0.00
2-72-00-591	Concessions Park Grounds	0.00	850.00	0.00	0.00
2-72-00-762	Transfer to Capital Recreation	0.00	5,000.00	0.00	0.00
2-72-00-790	Amortization Expense Recreation	0.00	8,450.00	0.00	0.00
**	TOTAL RECREATION E XPENSES	857.30	39,590.00	0.00	0.00
***	TOTAL EXPENSES	173,782.04	759,760.24	170,175.00	167,305.00
****P	SURPLUS/DEFICIT	(89,046.82)	(1,504,491.24)	(880,085.00)	(881,500.00)

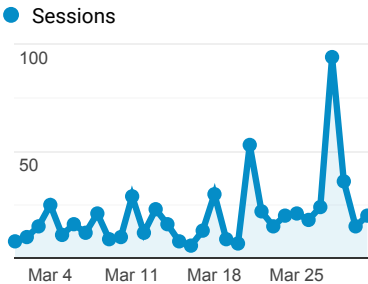
*** End of Report ***

Village of Innisfree Monthly Stats

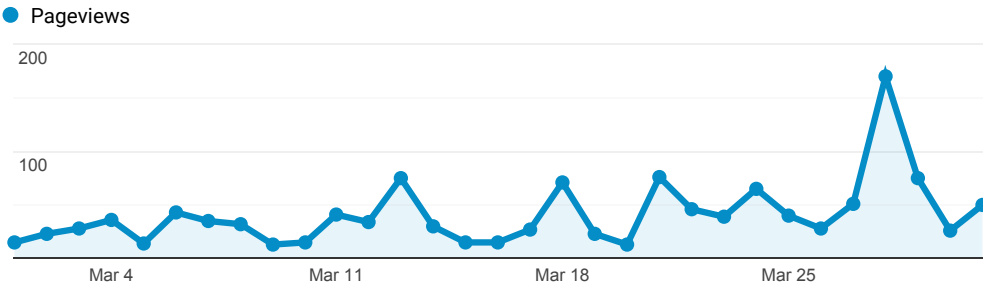
Mar 1, 2019 - Mar 31, 2019

All Users
100.00% Sessions

Visits



Pageviews



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

Source / Medium	Sessions	Pages / Session
google / organic	221	2.92
(direct) / (none)	190	1.47
m.facebook.com / referral	136	1.47
facebook.com / referral	17	1.00
townlife.com / referral	12	2.00
yahoo / organic	11	1.27
en.m.wikipedia.org / referral	9	3.11
l.facebook.com / referral	8	1.38
bing / organic	5	2.00
lm.facebook.com / referral	4	2.25

Top Business Directory Listings

Page	Pageviews	Unique Pageviews
/places/Canada-Post-Innisfree_12459	4	4
/places/Minco-Gas_12466	3	1
/places/Nutrien-Ag-Solutions_12465	3	3
/places/Greg-s-Truck-Stop-Cafe_12462	2	2
/places/Hiway-16-News_12548	2	2
/places/Innisfree-Hotel_12463	2	1
/places/ATB-Financial-Agency_12457	1	1
/places/Innisfree-Public-Trout-Pond_12448	1	1
/places/Video-Cafe-Innisfree_12467	1	1
/places/VM-Systems_12454	1	1

Pageviews and Unique Pageviews by Page

Page	Pageviews	Unique Pageviews
/	395	343
/blogs/show_entry/11529/NOTICE-TO-TENDER-	107	92
/page/contact/422	68	54
/blogs/show_entry/11489/DRAFT-Municipal-Development-Plan-MDP-	59	56
/115/businesses	57	35
/115/businesses/12447/255/Innisfree-Recreational-Park	37	32
/search/Canada/Alberta/Innisfree/422?site_id=422&commit=SEARCH	27	20
/Village-Council	26	20
/bylaw/library/52	21	15
/About-Innisfree	18	15

Map Overlay

Country	Sessions	Pages / Session
Canada	432	2.37
United States	99	1.07
Hong Kong	14	1.00
South Korea	12	1.00
Australia	10	1.20
India	10	2.10
Philippines	6	1.17
Pakistan	5	1.60

Visits and Pages/Visit by Browser

Browser	Sessions	Pages / Session
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Thailand	5	1.20
China	3	1.00

Visits and Pages/Visit by Mobile

Mobile (Including Tablet)	Sessions	Pages / Session
Yes	336	1.76
No	292	2.31

Visits and Pageviews by Social Net...

Social Network	Sessions	Pageviews
Facebook	165	237
Instagram Stories	2	2

Visits and Pages/Visit by Visitor Type

User Type	Sessions	Pages / Session
New Visitor	522	1.93
Returning Visitor	106	2.42

Visits by Keyword

Keyword	Sessions
(not provided)	236
(not set)	2
village of innisfree	1

Chrome	212	2.45
Safari	140	1.93
Safari (in-app)	106	1.32
Internet Explorer	72	1.75
Android Webview	36	1.53
Edge	18	2.83
Firefox	17	1.94
Samsung Internet	11	4.73
'Mozilla	10	1.00
(not set)	2	1.00

Visits and Pages/Visit by Mobile Device Info

Mobile Device Info	Sessions	Pages / Session
Apple iPhone	116	1.76
Apple iPhone 8	16	1.31
Apple iPad	14	1.64
Apple iPhone 7	13	1.08
Samsung SM-G960W Galaxy S9	13	1.85
Apple iPhone 6s	12	1.42
Samsung SM-G930W8 Galaxy S7	12	3.00
Apple iPhone 6	8	1.00
Apple iPhone SE	8	1.12
Apple iPhone X	7	1.00



Cheryl Gallant

Member of Parliament
Renfrew-Nipissing-Pembroke
Member of Standing Committee on National Defence
Member of Standing Committee on Industry, Science and Technology



April 5th, 2019

RECEIVED
APR 16 2019

Innisfree Township
Po Box 69 5116 - 50 Ave.
Innisfree, Alberta
T0B 2G0

Dear Innisfree Township,

This letter is to alert you to Bill C-68, another piece of interventionist federal legislation that will have a negative impact on your municipality, and on the property rights of your ratepayers.

Bill C-68, which is currently before the Senate, reverses changes to the Fisheries Act – changes which municipalities similar to yours requested our previous Conservative government to make.

Specifically, we amended the "HADD" provisions of the Act, (Harmful Alteration Disruption or Destruction of fish habitat).

One of the most significant problems identified by municipalities about the HADD provision was its broad application and restrictive nature, which ended up costing property taxpayers thousands of dollars, with no real or apparent benefit to the environment.

Municipalities which needed to install culverts or other flood mitigation work were in too many cases faced with negative enforcement after work was completed, with inconsistent guidance when they sought direction for compliance.

In addition to repealing our amendments, the current Federal Government has expanded the definition of "habitat," and added a new concept to the Act, "water flow."

By explicitly adding in the concept of water flow, which was not in the old legislation, the scope of offences municipalities can be charged with, have been greatly expanded.

Worst of all, rather than specifically listing what is and is not an offence under this legislation, including fines or jail, this power has been handed over to the unelected technocrats, to determine by regulation, what the penalties for non-compliance will be, after they have determined what is non-compliance.

As the longest consecutive serving Conservative MP in Ontario, representing a predominantly rural riding, I am very aware of the challenges rural and small-town municipalities have faced dealing with the Federal government.

PARLIAMENTARY OFFICE
Room 604, Justice Building
House of Commons
Ottawa, ON K1A 0A6
Tel.: (613) 992-7712
Fax: (613) 995-2561

CONSTITUENCY OFFICE
2nd Floor, 84 Isabella St.
Pembroke, ON K8A 5S5
Tel.: (613) 732-4404
Fax: (613) 732-4697
Toll Free: 1-866-295-7165
Website: www.cherylgaillant.com

All municipalities should be demanding the Federal Government provide regulatory certainty before this legislation is passed into law.

Clear regulatory certainty is necessary to prevent the return of conflicted interpretations, and inconsistencies in enforcement of the Fisheries Act which happened in the past.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Gallant". The signature is written in black ink and is positioned below the word "Sincerely,".

Cheryl Gallant, M.P.
Renfrew—Nipissing—Pembroke
CG:mm



Municipal Affairs

Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR96967

April 8, 2019

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

Dear Mayor ~~Cannan~~ ^{Aaron} and Council:

Thank you for your letter of March 25, 2019, and accompanying action plan as required by Directive 1 of Ministerial Order No. 095/18. I am pleased to see the action plan addresses the nine recommendations found within the Village of Innisfree Viability Plan.

I also commend council and administration for its commitment to long-term viability, and for the progressive steps taken to date. I look forward to receiving council's 10-year capital plan by April 30, 2019, as required under Directive 2.

If you have any questions or concerns, please contact Roy Bedford, Municipal Viability Advisor, toll-free at 310-0000, then 780-422-8342 or roy.bedford@gov.ab.

Sincerely,

Brad Pickering
Deputy Minister

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

Village of Innisfree (CAO)

From: Rachel Anderson <rachel.anderson@acfacapital.ca>
Sent: April 15, 2019 11:03 AM
Subject: Reminder: 2019 ACFA AGM Registration & Agenda
Attachments: Minutes_AGM_2018-04-02.pdf; ACFA 2019 AGM Letter Agenda and Attachments.pdf

To the Shareholders of the Alberta Capital Finance Authority (ACFA):

The 2019 ACFA Annual General Meeting will take place on May 1, 2019 in Edmonton, AB. Please be advised of the following deadlines for registration, Class "C" and Class "E" Director nominations and eligibility to vote:

April 17, 2019 - Registration deadline

April 24, 2019 - Nomination Notification deadline (for Class "C" and Class "E" Director election)

April 26, 2019 - Eligibility to Vote deadline

Click to register → <https://albertacapitalfinanceauthority-agm-registration.eventbrite.ca>

Please see the attachments for instructions pertaining to AGM registration, eligibility to vote and the nomination process.

Thank you,

Rachel Anderson
Alberta Capital Finance Authority

2090 Sun Life Place, 10123 99th Street NW | Edmonton AB | T5J 3H1
main 780.427.9711 | web acfacapital.ca | email rachel.anderson@acfacapital.ca



From: Rachel Anderson
Sent: March 4, 2019 9:33 AM
Subject: 2019 ACFA AGM Registration & Agenda

To the Shareholders of the Alberta Capital Finance Authority (ACFA):

On behalf of the Board of Directors and ACFA's Executive Team, I am pleased to invite you to attend ACFA's Annual General Meeting on May 1, 2019 at the Derrick Golf & Winter Club in Edmonton. The Annual General Meeting is an important event for ACFA and a great opportunity to connect with

colleagues from across the province. At this meeting, the annual report, including the auditor's report and audited financial statements, will be presented to shareholders, after which a luncheon will be served and attendees will hear from guest speaker Lorne Rubis, who will touch on the theme of Organizational Transformation.

"Lorne joined ATB Financial as Chief People Officer in 2012, with the mandate to make ATB The Place to Work. During his 4 plus years in that role and working closely with the enterprise leadership team, ATB became widely recognized as one of the top companies to work for in North America. Whether referencing leading team member engagement, trust scores, retention, or contribution, people inside and outside the company have touted ATB as a place to work, bank, and fully associate with. Based on that foundation, and as an extension of the office of the CEO/Board of Directors, Lorne then became ATB's first Chief Evangelist in 2017." - <https://www.lornerubis.com/>

Please see the attachments for instructions pertaining to AGM registration, eligibility to vote and the nomination process.

To confirm you attendance, please register for the event at the following link (registration deadline is April 17, 2019):

Click to register → <https://albertacapitalfinanceauthority-agm-registration.eventbrite.ca>

If you have any questions, please don't hesitate to contact me directly by responding to this email or calling 780-427-9711. We hope to see you there!

Thank you,

Rachel Anderson

Alberta Capital Finance Authority

2090 Sun Life Place, 10123 99th Street NW | Edmonton AB | T5J 3H1
main 780.427.9711 | web acfacapital.ca | email rachel.anderson@acfacapital.ca



ALBERTA CAPITAL FINANCE AUTHORITY

"Resilient Communities"



April 3, 2019

To the Shareholders of the
Alberta Capital Finance Authority

Re: Annual General Meeting

Enclosed is the agenda for the Annual General Meeting (AGM) of the Alberta Capital Finance Authority (ACFA) to be held on **Wednesday, May 1, 2019**, together with a copy of the minutes of the AGM held on May 2, 2018.

In accordance with ACFA's General Bylaws, nominations from the floor regarding the **Class "C"** and **Class "E"** elections will not be accepted. Please see the Nomination Notification page for instructions on submitting a nomination prior to the AGM. Shareholders of this class will also be required to submit authorization for a representative to vote their shares in the Class "C" or Class "E" election, unless a standing resolution has been previously submitted.

In order to plan for the luncheon to be held in conjunction with the AGM, attendees must register via EventBrite no later than **April 17, 2019**.

Thank you for your attention to this matter.

Yours truly,

Rachel Anderson
Senior Administrative Assistant & Corporate Officer

Atts.



April 3, 2019

To the Shareholders of the
Alberta Capital Finance Authority

Re: Annual General Meeting

Date: Wednesday, May 1, 2019

Time: 10:00 a.m. – AGM Commences
12:00 p.m. – Luncheon & Guest Speaker

Location: Derrick Golf & Winter Club – Jasper Room
3500 – 119 Street NW
Edmonton, AB T6J 5P5

AGENDA

1. Call to order.
2. Introduction of Board of Directors and Officers.
3. Approval of minutes of the last Annual General Meeting.
4. Chair & President's report.
5. Presentation of ACFA's audited financial statements for 2018.
6. Group meetings of each shareholder class
(Election of Class "C" and Class "E" director).
7. Guest Speaker – Lorne Rubis
8. Other Business.
9. Adjournment.

With respect to item 6 of the Agenda (shareholder class meetings including election of a **Class "E"** and **Class "C"** director), the present elected directors are:

Ed Kaemingh	Representing Class "B" shareholders – Municipal authorities
Ed Gibbons	Representing Class "C" shareholders – Cities
Kim Craig	Representing Class "D" shareholders – Towns & Villages
Ron Ritter	Representing Class "E" shareholders – Education authorities

Class "C" and Class "E" shareholders will be electing a representative to the Board of Directors of the Alberta Capital Finance Authority this year. Pursuant to the General Bylaws, incumbent Class "E" Director Ron Ritter is unable to stand for re-election, as he has served three consecutive terms. Nominations for a Class "C" and "E" Director will be accepted until **Wednesday, April 24, 2019**.

To establish eligibility to vote in the election of a Class "C" and Class "E" Director (applies to Class "C" and Class "E" members only), please designate a representative to vote at the Annual General Meeting by complying with 4.8(a) of the General Bylaws of the Alberta Capital Finance Authority, which reads, in part, as follows:

"... a shareholder shall attend a meeting of the shareholders by a person appointed as its authorized representative by delivering to the Corporation, no later than 3 business days immediately preceding the meeting, notice of the bylaw, resolution or other authority of the governing body of the shareholder (whether the governing body is a council, board of governors, board of directors or other similar body, and including any administrator or other person appointed by law to act for an on behalf of the body) appointing the individual as its authorized representative."

Please forward via email to webacfa@acfacapital.ca as soon as possible (no later than **Friday, April 26, 2019**) a copy of your bylaw, resolution or other authority of the governing body of the shareholder designating the name and/or title of the person eligible to vote the share(s) of the shareholder at the Annual General Meeting. Suggested wording is as follows:

That _____, or designee, be appointed to represent and vote the shares of the _____ at the Annual General Meeting of the Alberta Capital Finance Authority to be held on May 1, 2019 in Edmonton, Alberta.

Yours truly,

Rachel Anderson
Senior Administrative Assistant & Corporate Officer

ALBERTA CAPITAL FINANCE AUTHORITY

ELECTION NOTICE TO

CLASS "C" & CLASS "E"

SHAREHOLDERS

This year Class "C" and Class "E" shareholders will be required to elect a Director to the Board of Directors of the Alberta Capital Finance Authority.

ACFA requires nominations to be submitted to webacfa@acfacapital.ca no later than 5 business days prior to the Annual General Meeting.

The nomination deadline is April 24, 2019.

**PLEASE NOTE THE ANNUAL GENERAL MEETING WILL
BE HELD AT 10:00 A.M. PRIOR TO THE LUNCHEON.**

Sample wording for Nomination Notification

INSTRUCTIONS: Copy and paste the nomination wording provided onto your own letterhead. Ensure the individual nominating the person to be a representative of their class prints their name, title and name of shareholder group (i.e. University of xxxx, City of xxxx) and signs the nomination form on the signature line.

Nominations shall be submitted to the Alberta Capital Finance Authority no later than **April 24, 2019. NOMINATIONS FROM THE FLOOR BY SHAREHOLDERS ARE NO LONGER ACCEPTED, AS PER THE GENERAL BYLAWS.** Nominations can be submitted via email directly to webacfa@acfacapital.ca and receipt will be acknowledged in kind.

Please note that all nominees are encouraged to submit a short bio and a statement of intent along with their nomination notification form. ACFA will distribute the information submitted by all nominees to the electing class of shareholders (Class “C” and Class “E”), to ensure they have opportunity to consider the candidate(s) in advance of the AGM.

Nomination Notification – ACFA Class “E” / “C” Director

We hereby nominate _____ for election to the Board of Directors by the Class ____ shareholders at the Alberta Capital Finance Authority Annual General Meeting held on Wednesday, May 1, 2019 in Edmonton, Alberta.

Signature

Name: _____

Shareholder: _____

Dates to Remember:

Confirmation of Attendance as soon as possible - no later than April 17, 2019

Nomination Notification as soon as possible - no later than April 24, 2019

Designation of Eligibility to Vote as soon as possible - no later than April 26, 2019

ALBERTA CAPITAL FINANCE AUTHORITY
Minutes of the Annual General Meeting
held at 10:00 a.m. on Wednesday, May 2, 2018
at the Derrick Golf and Winter Club, Edmonton, Alberta

1. Introduction of Board of Directors, Officers and Staff

The reading of the notice calling the meeting was waived as it had been sent to all shareholders in accordance with the General Bylaws. The Chair of the Board (Chair) introduced the Board of Directors, Committee Members, Officers and Staff of the Alberta Capital Finance Authority (ACFA). It was declared quorum had been met and the meeting duly constituted.

2. Minutes of Meeting

The minutes of the Annual General Meeting (AGM) held on May 4, 2017 were duly adopted as distributed.

Motion: That the Annual General Meeting minutes of May 4, 2017 be duly adopted.
Moved by a Shareholder; Seconded by a Shareholder. MOTION CARRIED.

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Chair's Report

The Chair opened his remarks with a brief summary of his report on the activities of the Authority for the year ended December 31, 2017. The full text of the Chair's report is contained in the 2017 ACFA Annual Report.

5. Review of 2017 Financial Statements

The President reviewed the structure of the agenda for guests. He advised that the Vice President and Senior Financial Officer (VP, SFO) will present the financial information, and he will then speak to ACFA's operational accomplishments over the past year.

The VP, SFO presented the salient points of ACFA's financial statements for the year ended December 31, 2017. The audience then had an opportunity to have their questions answered.

The Management Discussion and Analysis and ACFA's 2017 audited financial statements can be found in ACFA's 2017 Annual Report.

The President then examined the Authority's key operational achievements during 2017. He highlighted the continued work on digital transformation projects in the effort to improve operational efficiencies and modernize core business systems. This work is based on a long-term vision and ACFA continues to work closely with consultants to bring this transformation to bear. It was further noted ACFA continues to cultivate strong relationships with the Government Financial Officers Association's (GFOA) International and Alberta chapters. The President announced his recent appointment to the GFOA International Standing Committee on Canadian Issues, a forum which provides opportunity to share best practices in Government finance across jurisdictions. Questions were welcomed throughout the presentation.

6. Shareholder Class Meetings and the Election of Directors

The Chair advised that the Class "B" shareholders are holding an election to determine who will represent their shareholder class on ACFA's Board of Directors. Shareholders were directed to attend their shareholder class meetings. The election supervisors attended the Class "B" meeting to provide direction to the shareholders and to oversee the procedures.

The following delegates were duly nominated as a candidate in the Class "B" election:

Nominee

Murray Hagan
Ed Kaemingh
Diane Urkow

Nominating Authority

Rick Emmons, Clearwater County
Alana Hnatiw, Sturgeon County
Lou Hall, Westlock County

The following delegates submitted the proper authorization to vote in the Class "B" election:

Class B Shareholder

Alberta Capital Region Wastewater Commission
Bethany Care Society
Clearwater County
Edmonton Airport Authority
John S. Batiuk Regional Water Commission
Lethbridge County
Mountain View Regional Water Services Commission
Sturgeon County

Authorized Person

Paul Krueger
Alasdair Smith
Murray Hagen
Roxanne Leblanc
Daniel Warawa
Tracy Anderson
John Van Doesburg
Rick Wotkiw

7. Result of Class “B” Election

Following the meeting of the Class “B” shareholders, the Chair announced the election results; Ed Kaemingh was elected as director representing the Class “B” shareholders on ACFA’s Board of Directors for a three-year term effective immediately.

Motion: To accept that Ed Kaemingh is a director representing the Class “B” shareholders on ACFA’s Board of Directors, for a three-year term effective immediately. Moved by a shareholder; Seconded by a Shareholder.
MOTION CARRIED.

8. Other Business

There was no other business to discuss.

9. Persons Attending the Annual Meeting

Alvin Allim	Murray Hagen	Denean Robinson
Rachel Anderson	Frank Hawkins	Alasdair Smith
Tracy Anderson	Bernadiene Hsie	Peter Smyl
Clem Benoit	Troy Holinski	Marc Song
Sherri Bullock	Sharleen Horchuk	Mike Storey
Paul Chauvet	Ed Kaemingh	Greg Switenky
Scott Chen	Pamela Keenan	Diane Urkow
Riley Clark	Paul Krueger	John Van Doesburg
Kim Craig	Anthony Lemphers	Cherry Wang
Jeff Dumont	Linda Mortenson	Dan Warawa
Rick Ellis	Jim Palmer	Ross Whitelaw
Wayne Fu	Rob Palmer	Rick Wojtkiw
Ed Gibbons	Phil Poon	Wayne Woldanski
Bob Gibson	Ron Ritter	

10. Guests Attending the Luncheon

Darwin Bozek	Aleks Nelson	Kal Souleiman
Mark Enright	Ron Ogilvie	Dan Stahl
Brad Ireland	David Oh	Tim Wiles
Phil Minaar	Steve Sevcik	Doug Wylie

11. Adjournment

There being no further business to discuss the meeting adjourned at 11:45 a.m. with luncheon and guest speaker to follow.

Motion: To adjourn the Alberta Capital Finance Authority 2019 Annual General Meeting. Moved by a Shareholder; Seconded by a Shareholder. MOTION CARRIED.

CHAIR

**SENIOR ADMINISTRATIVE ASSISTANT &
CORPORATE OFFICER**