

**VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF DECEMBER 14, 2021**

**A REGULAR meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Tuesday, December 14, 2021.**

CALL TO ORDER

Mayor Johnson called the meeting to order at 5:04 P.M.

PRESENT

**Attendance in-person**

Mayor J. Johnson

Councillor D. McMann

Brooke Magosse      Chief Administrative Officer

APPROVAL OF AGENDA  
**2021-12-14/01**

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

- **7. New Business**
  - j. Tax Recovery Auction – Write-off Tax Arrears on Sold Property
- **8. Councillor Reports**
  - a. East Central 911 – Clr. McMann

**CARRIED**

JAMES MACDONALD &  
VICKI LEFEVRE  
NORTHERN LIGHTS  
LIBRARY SYSTEM –  
DELEGATION

James MacDonald (in-person attendance) & Vicki Lefebvre (via Virtual Attendance), representatives of Northern Lights Library System, provided a brief introduction on Northern Lights Library System, what it's about and why the board has been established. Mr. MacDonald and Ms. Lefebvre provided a report to Mayor and Council on the value of membership and services Northern Lights Library System offers the Village of Innisfree and community. Mr. MacDonald and Ms. Lefebvre reviewed the 2021 Value Statement, as well as a yearly calendar listing upcoming conferences, AGM's, etc., pertaining to local libraries.

SGT. DUNSMORE  
VERMILION RCMP –  
DELEGATION  
**2021-12-14/02**

Moved by Mayor Johnson that the Vermilion RCMP Delegation be received as information.  
**CARRIED**

APPROVAL OF MINUTES  
**2021-12-14/03**

Moved by Clr. McMann that the November 16, 2021, Regular Council Meeting minutes be approved as presented.  
**CARRIED**

DRAFT TRAFFIC BYLAW  
670-21  
**2021-12-14/04**

Moved by Clr. McMann that Council endorse the proposed Traffic Control Device Schedule, Truck Route Schedule & Dangerous Goods Route for inclusion in a new Traffic Control Bylaw.  
**CARRIED.**

PROBATIONARY  
EMPLOYEES'  
EMPLOYMENT-RELATED  
POLICIES  
**2021-12-14/05**

Moved by Clr. McMann that Council approve a motion to approve:

- Policy 1900-01A Employee Job Description – Public Works Foreman as revised;
- Policy 1900-03 – Probationary Policy as revised; and
- Policy 3900-02 – Work Boots Safety Policy as revised.

**CARRIED.**

BYLAW 671-21 – CHIEF  
ADMINISTRATIVE  
OFFICER  
FIRST READING  
**2021-12-14/06**

Moved by Clr. McMann that Council proceeds with CAO Bylaw 671-21 with the following amendment:

- Section 4.1.6 – Remove the word "Town" and replaced with the word "Village"

Further, that Council give FIRST reading to CAO Bylaw 671-21 this 14<sup>th</sup> day of December 2021.

**CARRIED.**

**VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF DECEMBER 14, 2021**

BYLAW 671-21 – C.A.O.  
SECOND READING  
2021-12-14/07

Moved by Mayor Johnson that Council give SECOND reading to CAO Bylaw 671-21 this 14<sup>th</sup> day of December 2021.

CARRIED.

BYLAW 671-21 – C.A.O.  
AUTHORIZE THIRD  
READING  
2021-12-14/08

Moved by Clr. McMann that Council authorize THIRD reading on CAO Bylaw 671-21 this 14<sup>th</sup> day of December 2021.

UNANIMOUSLY CARRIED.

BYLAW 671-21 – C.A.O.  
THIRD READING  
2021-12-14/09

Moved by Mayor Johnson that Council give THIRD and FINAL reading on CAO Bylaw 671-21 this 14<sup>th</sup> day of December 2021.

CARRIED.

TAX RECOVERY COSTS  
2021-12-14/10

Moved by Clr. McMann that Council approve Tax Recovery costs, in the amount of \$577.00, to be transferred to the applicable Tax Rolls as follows:

Roll #	Description of Cost	Amount Applied
100	Tx Arrears List REG #212-085-253	\$21.00
360	Tx Arrears List REG #212-085-253	\$21.00
630	Tx Arrears List REG #212-085-253	\$16.00
710	Tx Arrears List REG #212-085-253	\$26.00
710	Tx Arrears List REG #212-085-253	\$26.00
1190	AB Gazette Oct 15 Issue – Tax Sale	\$4.00
1190	Tx Recovery – Veg News Advertiser	\$60.00
1280	Tx Arrears List REG #212-085-253	\$11.00
1280	Discharge of Tx Notif REG 212-085-253	\$10.00
1440	Tx Arrears List REG 212-085-253	\$11.00
1440	Tx Arrears List REG 212-085-253	\$11.00
1660	AB Gazette Oct 15 Issue – Tax Recovery	\$4.00
1660	Tx Recovery – Veg News Advertiser	\$60.00
2120	Tx Arrears List REG # 212-085-253	\$11.00
2560	Tx Recovery – Veg News Advertiser	\$60.00
2560	AB Gazette Oct 15 Issue – Tax Recovery	\$4.00
2590	Tx Arrears List REG #212-085-253	\$18.00
2590	Tx Arrears List REG #212-085-253	\$18.00
2900	Tx Recovery – Veg News Advertiser	\$60.00
2900	AB Gazette Oct 15 Issue – Tax Recovery	\$4.00
3520	Tx Arrears List REG #212-085-253	\$11.00
3710	Discharge of Tx Notif REG # 212-085-253	\$10.00
3850	Discharge of Tx Notif REG #212-085-253	\$10.00
3880	Tx Recovery – Veg News Advertiser	\$60.00
3880	Discharge of Tx Notif REG #212-085-253	\$4.00
9000	Discharge of Tx Notif REG #212-085-253	\$10.00
9000	Tx Arrears List REG #212-085-253	\$16.00
	<b>TOTAL</b>	<b>\$577.00</b>

CARRIED.

2022 COLA APPROVAL  
2021-12-14/11

Moved by Clr. McMann that the Village of Innisfree implement a COLA Policy to review the annual CPI data and implement the calculation of an increase to all salaries in the new year based on 75% of the December CPI rate.

CARRIED.

**VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF DECEMBER 14, 2021**

2022 INTERIM OPERATING BUDGET 2021-12-14/12	Moved by Clr. McMann that pursuant to Section 242 of the Municipal Government Act, Council hereby endorses the Village of Innisfree 2022 Interim Operating Budget, with Revenues of \$ 701,054 and Expenditures of \$700,010.  <u>CARRIED.</u>
RECESS	Mayor Johnson called for a recess at 6:10 P.M.  Mayor Johnson reconvened the meeting at 6:14 P.M.
INNISFREE FIRE DEPARTMENT – REGIONALIZATION 2021-12-14/13	Moved by Clr. McMann that Council approve the Regionalization of the Innisfree Fire Department with the County of Minburn No. 27, under a partial regionalization basis. Further, that Administration be directed to continue consultations with the County of Minburn No. 27 with regards to the Fire Services Agreement, to be executed in 2022.  <u>CARRIED.</u>
APPOINTMENT OF SUBSTITUTE RETURNING OFFICER 2021-12-14/14	Moved by Clr. McMann that Council approve the appointment of Ms. Thelma Rogers as the Substitute Returning Officer for the 2022 By-Election pursuant to the Local Authorities Election Act.  <u>CARRIED.</u>
MSP PROJECT PROPOSAL – FIRE HALL & VILLAGE OFFICE IMPROVEMENTS – INSTALLATION OF LED LIGHTING 2021-12-14/15	Moved by Clr. McMann that Council approve Mardar Electric's Quote received October 19, 2021 for the removal of the old ballasts and the installation of new T8 Ballasts and LED Tubes for the Innisfree Fire Hall at a cost of \$3,711.50 (GST Exclusive) with funding to be allocated from the Municipal Stimulus Program (MSP) Grant. Furthermore, that Council approves the removal of the old ballasts and the installation of new T8 LED Tubes for the Village of Innisfree Administration Building at a cost of \$1,507.75 to be funded under the operating budget.  <u>CARRIED.</u>
MSP PROJECT PROPOSAL – FIRE HALL IMPROVEMENTS – INSTALL WASH/SANITATION STATION 2021-12-14/16	Moved by Mayor Johnson that Council approve the purchase of a sink, to be installed at the Innisfree Fire Hall, at a cost of \$330 (GST exclusive). Further that Council also approve Martin's Plumbing & Heating Ltd. quote dated December 8, 2021 at a cost of \$650 (GST Exclusive) for labour and materials to be funded by Municipal Stimulus Program (MSP) Grant.  <u>CARRIED.</u>
2022 LIBRARY BUDGET 2021-12-14/17	Moved by Clr. McMann that Council endorse the proposed Village of Innisfree Library 2022 Operating Budget with Revenues totaling \$38,974.27 and Expenditures totaling \$49,350 with the budgeted deficit being offset by existing Library surplus funds.  <u>CARRIED.</u>
MSP PROJECT PROPOSAL – FIRE HALL IMPROVEMENTS – OVERHEAD DOORS REMEDICATION 2021-12-14/18	Moved by Mayor Johnson that Council approve Vantage Builders Ltd. quote dated December 9, 2021 totaling \$575 (GST Exclusive) to replace the bottom seals on the Fire Hall overhead doors and seal the bottom retainers and cuts on exterior of the Fire Hall overhead doors to be funded by Municipal Stimulus Program (MSP) Grant.  <u>CARRIED.</u>
TAX RECOVERY AUCTION – WRITE-OFF TAX ARREARS ON SOLD PROPERTY 2021-12-14/19	Moved by Clr. McMann that Council approve the Write-Off of Taxes on Roll 2560 in the amount of \$9,085.09.  <u>CARRIED.</u>

**VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF DECEMBER 14, 2021**

**COUNCILLOR REPORTS  
2021-12-14/20**

Moved by Clr. McMann that the Councillor Reports be received as information.

**CARRIED.**

**CAO REPORT:  
2021 OPERATING  
BUDGET EXPENSE  
OVERAGES  
2021-12-14/21**

Moved by Mayor Johnson that Council endorse a motion to increase the 2021 budgeted expenditures listed under the following departments:

- Council (11) Expenses = \$6,600 + \$2,500
- Recreation (72) Expenses = \$40,895 + \$7,500
- Culture (74) Expenses = \$14,891 + \$750

**CARRIED.**

**CAO REPORT:  
MSP PROJECT PROPOSAL  
– BIRCH LAKE  
CAMPGROUND &  
RECREATION PARK  
IMPROVEMENTS –  
BALL DIAMOND SHALE  
2021-12-14/22**

Moved by Mayor Johnson that Council direct Administration to obtain a revised quote, as well as additional quotes, regarding Ball Diamond Shale for the Birch Lake Campground & Recreation Park as listed in the Municipal Stimulus Program (MSP) Grant Application.

**CARRIED.**

**ADMINISTRATION  
REPORTS  
2021-12-14/23**

Moved by Clr. McMann that the items listed under Administration Reports be received as information.

**CARRIED.**

**CORRESPONDENCE  
2021-12-14/24**

Moved by Mayor Johnson that the items listed under Correspondence be received as information.

**CARRIED.**

**ADJOURNMENT**

Moved by Clr. McMann for adjournment at 7:33 P.M.

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Mayor Jennifer Johnson

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Chief Administrative Officer B. Magosse