



1. Call to Order
2. Agenda
 - a. Deletions/Additions
 - b. Adoption of Agenda
3. Delegation
 - a. 5:10 – Innisfree Fire Department 1st Quarter Update
Mike Fundytus, County Fire Chief
4. Adoption of Minutes
 - a. March 15, 2022, Regular Council Minutes (Page 3-7)
5. Business Arising from the Minutes
6. Policies & Bylaws
 - a. Traffic Bylaw 670-22 (Page 8-27)
 - b. Temporary Borrowing Bylaw 673-22 (Page 28-31)
 - c. Cell Phone Policy 1200-01 (Page 32-36)
 - d. Public Participation Policy 1100-09 (Page 37-41)
 - e. Master Rate Bylaw 674-22 (Page 42-60)
7. New Business
 - a. Innisfree Delnorte PAC – Flashing Crossing Sign (Page 61-71)
 - b. 2022 Strategic Plan – 1st Quarter Update (Page 72-88)
 - c. Appointment of Development Authority (Page 89-92)
 - d. Appointment of Member – SDAB (Page 93-102)
 - e. 2022 Draft Operating Budget (Page 103-105)
 - f. Innisfree Delnorte School Financial Society Request (Page 106-111)
 - g. Notice of Decision – Development Permit 2022-01 (Page 112-116)
 - h. Innisfree Prairie Bank of Commerce Museum (Page 117-121)
8. Councillor Reports
 - a. Mar.9 - 2022 Spring Leaders Caucus: Mayor Johnson & Clr. Raycraft (Page 122)
 - b. Mar.18 – MD of Minburn: Mayor Johnson (Page 123)
 - c. Mar.22 - Innisfree Parent Advisory Committee: Clr. Raycraft (Page 124)
 - d. Apr.5 - MMI FCSS: Clr. McMann (Page 125)
 - e. Apr.6 – Innisfree Library Board: Mayor Johnson (Page 126)
9. Administration Reports
 - a. CAO Report, Action List & Municipal Grants Report (Page 127-139)
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending March 31, 2022 (Page 140)
 - ii. Revenue & Expense (Page 141-148)
 - iii. Tax Trial Balance (Page 149)
 - iv. Utility Trial Balance (Page 150)
 - v. Accounts Payable Cheque List – Period Ending March 31, 2022 (Page 151-152)
 - c. Public Works Report – Period Ending April 19, 2022 (Page 153-154)

10. Correspondence:

- a. ARHA – Alberta Rural Health Association Week Proclamation – May 30 – June 3, 2022 (Page 155–156)
- b. NPF – Call to Action (Page 157–159)
- c. St. Paul Search & Rescue – Funding Request (Page 160–162)
- d. Operation Smile Canada – Longest Day of Smiles Proclamation – June 19, 2022 (Page 163–164)

List of Correspondence – Period Ending April 19, 2022 (Page 165)

11. Adjournment

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 15, 2022.

CALL TO ORDER

Mayor Johnson called the meeting to order at 4:59 P.M.

PRESENT

Attendance in-person

Jennifer Johnson Mayor
Deborah McMann Councillor
Evan Raycraft Councillor

Brooke Magosse Chief Administrative Officer

Jeff Alliston Metrix Group LLP (via Electronic Means)

APPROVAL OF AGENDA
2022-03-15/01

Moved by **Clr. Raycraft** that the agenda be approved with the following amended:
▪ Amend date on Agenda Package from “February 15, 2022” to “March 15, 2022”

CARRIED

2021 AUDITED FINANCIAL STATEMENT AND 2021 FINANCIAL INFORMATION RETURN
2022-03-15/02

Jeff Alliston arrived at 5:02 PM via Electronic Means.

Jeff Alliston, partner at Metrix Group LLP, presented the 2021 Audited Financial Statement and 2021 Financial Information Return to Mayor and Council via PowerPoint Presentation.

Moved by **Clr. McMann** that Metrix Group LLP’s presentation, the 2021 Audited Financial Statement and 2021 Financial Information Return be approved as presented.

CARRIED

CLOSED SESSION ATTENDANCE

Jennifer Johnson Mayor
Deborah McMann Councillor
Evan Raycraft Councillor

Brooke Magosse Chief Administrative Officer

Jeff Alliston Metrix Group LLP (via Electronic Means)

CLOSED SESSION PERSONNEL (FOIPP SECTIONS 24, 26 & 27) – 2021 AUDIT FINDINGS LETTER – METRIX GROUP LLP
2022-03-15/03

Moved by **Clr. McMann** that the meeting move into closed session at 5:27 PM, in accordance with FOIPP Sections 24, 26 & 27, to review and discuss the 2021 Audit Findings Report, presented by Metrix Group LLP.

CARRIED

CLOSED SESSION
2022-03-15/04

Moved by **Mayor Johnson** that the meeting come out of closed session at 5:51 PM.

CARRIED

DEPARTURE

Jeff Alliston departed the meeting at 5:51 PM.

2021 AUDIT FINDINGS LETTER – METRIX GROUP LLP
2022-03-15/05

Moved by **Mayor Johnson** that the 2021 Audit Findings Report, presented by Metrix Group LLP, be received as information.

CARRIED

APPROVAL OF REGULAR
COUNCIL MINUTES
2022-03-15/06

Moved by **Clr. Raycraft** that the February 15, 2022, Regular Council Meeting minutes be approved will the following amendments:

- Replace “Northern Lights Library System – 2022 Budget” with “Northern Lights Library System – 2022 Levy”.

CARRIED

APPROVAL OF COUNCIL OF
THE WHOLE COMMITTEE
MINUTES
2022-03-15/07

Moved by **Clr. McMann** that the February 28, 2022 Council of the Whole Committee Minutes be approved as presented.

CARRIED

PROCUREMENT &
EXPENDITURES POLICY
1200-04
2022-03-15/08

Moved by **Clr. McMann** that Council endorses Procurement & Expenditure Policy 1200-04 with the following amendments:

- Section 1.3 – Remove the word “Payments” and replace with “Expenditures”.
- Section 1.4 – Add “and the policy be brought to the next scheduled Council meeting for approval”.
- Section 2.1.1 – Add “Upon approval, that Council be notified at the next scheduled Council meeting.”
- Section 4.0 – Replace “Over \$75,000 and up to \$99,999” with “Over \$75,000 and up to \$100,000”.

CARRIED

TRAFFIC BYLAW 670-22
SECOND READING
2022-03-15/09

Moved by **Clr. Raycraft** that Traffic Bylaw 670-22 be approved with the following amendments:

- Amending all section titles to lowercase font.
- Section 5.2 – Remove the word “ice skates”
- Remove Section 5.3.
- Section 6.1 (d) – Replace “administrator” with “Chief Administrative Officer”.
- Section 6.1 (e) – Replace “three (3) metres” with “five (5) metres”.
- Record the following items in Schedule “B” Traffic Control Devices:
Adding – two (2) “No Parking” Signs along 5015 – 54 Street (ID # 62 & 63)
Adding – Radar Driver Feedback Sign along Highway 870 (South of Innisfree Delnorte School) Facing South for North Bound Traffic (ID # 74)
- Amending ID #'s in Schedule “B” Traffic Control Devices to reflect additional signs.
- Amending Schedule “C” Violation Tag to replace “Bylaw 670-21” with “Bylaw 670-22.”

Further, that Traffic Bylaw 670-22 be given SECOND reading this 15th day of March 2022.

CARRIED

REQUEST TO PURCHASE
TCD'S
2022-03-15/10

Moved by **Mayor Johnson** that Council endorse a motion to approve the purchase of Traffic Control Devices per Alberta Traffic Supply quote in the amount of \$1,310 (excluding cost of hardware and posts).

CARRIED

AMENDING BYLAW 650-20
– ADDRESS
ADMINISTRATIVE ERROR
WATER AND
WASTEWATER BYLAW
618-16
FIRST READING
2022-03-15/11

Moved by **Mayor Johnson** that Council approve FIRST reading on Bylaw 650-20, this 15th day of March 2022, with the following amendments:

- Remove “Bylaw 605-15” and replace with “Bylaw 618-16” in the preamble.

CARRIED

AMENDING BYLAW 650-20 -
WATER AND
WASTEWATER BYLAW
618-16
SECOND READING
2022-03-15/12

Moved by **Clr. McMann** that Council approve SECOND reading on Bylaw 650-20 this 15th day of March 2022.

CARRIED

VILLAGE OF INNISFREE – REGULAR COUNCIL MEETING MINUTES OF MARCH 15, 2022

AMENDING BYLAW 650-20 -
WATER AND
WASTEWATER BYLAW
618-16
AUTHORIZE THIRD
READING
2022-03-15/13

Moved by **Clr. Raycraft** that Council authorize THIRD reading on Bylaw 650-20 this 15th day of March 2022.

UNANIMOUSLY CARRIED.

AMENDING BYLAW 650-20 -
WATER AND
WASTEWATER BYLAW
618-16
THIRD AND FINAL
READING
2022-03-15/14

Moved by **Clr. McMann** that Council approve THIRD and FINAL on Bylaw 650-20 this 15th day of March 2022.

CARRIED

DRAFT 2022 STRATEGIC
PLAN
2022-03-15/15

Moved by **Clr. McMann** that Council approve the Draft Strategic Plan with the following amendments:

- Introduction: Remove “Population of 220” and replace with “Population of 187”
- Strategic Priority # 2 – Safe, Healthy and Fun Community
 - Key objective 2” – Remove “COVID 19” and replace with “Public Health”.
 - Add a Key Objective 4 to read “Council to continue to be an active member of the Yellowhead Health Advisory Council.”
- Strategic Priority #5 – Promotion of the Community
 - Add Key Objective 4 to read “To Ensure Innisfree Museum is properly maintained to ensure it remains a viable resource for our community and is welcoming to tourists.”

CARRIED

TAX RECOVERY
PROPERTIES FOR SALE –
COMMERCIAL &
RESIDENTIAL
2022-03-15/16

Moved by **Clr. Raycraft** that Council endorse a motion to set the reserve bids, as close as reasonably possible to Market Value, of the following properties, per REMAX Realty’s Comparative Market Analysis:

- a. 4915 – 53 Street (4175R; 6; 12) - \$750 (Listing Price: \$2,500)
- b. 4824 – 52 Street (4175R; 8; 14) - \$10,000 (Listing Price: \$13,500)
- c. 4923 – 51 Street (4175R;1; W PT 38) / 5015 Railway Avenue S (4175R; 1; E PT 38) - \$20,000

Further, that Administration be directed to list 4915 – 53 Street (4175R; 6; 12) with a listing price of \$2,500 and 4824 – 52 Street (4175R; 8; 15) with a listing price of \$13,500 and appoint REMAX Realty as the listing agent.

Furthermore, that 4923 – 51 Street (4175R;1; W PT 38) / 5015 Railway Avenue S (4175R; 1; E PT 38) be cleaned and cleared in preparation for sale.

CARRIED

INNISFREE DELNORTE
SCHOOL FINANCIAL
SOCIETY – REQUEST FOR
FUNDING
2022-03-15/17

Moved by **Clr. Raycraft** that Council endorses a motion to support the Innisfree Delnorte School Financial Society proposal of resurfacing and repurposing the existing tennis courts into a multi-purpose sport area, located at the Innisfree Delnorte School location, in principle.

Furthermore, that Council direct Administration to table this item to the April 19, 2022, Regular Council meeting for further review and discussion as part of the budgeting process.

CARRIED

ELECTRIC VEHICLE
CHARGING PROGRAM –
MCCAC
2022-03-15/18

Moved by **Clr. McMann** that Council direct Administration to submit an Expression of Interest Application, through the Electric Vehicle Charging Program. Furthermore, that this item be brought to the April 19, 2022, Regular Council meeting.

CARRIED

	Moved by Mayor Johnson for a recess at 7:56 PM.	<u>CARRIED</u>
	Moved by Mayor Johnson to reconvene the meeting at 8:00 PM.	<u>CARRIED</u>
MOTION FOR MEETING TO EXCEED THREE (3) HOURS 2022-03-15/19	Moved by Mayor Johnson that the meeting move past 8:00 PM.	<u>CARRIED</u>
COMMUNICATIONS TOWERS – PLAN 8776S, BLOCK 12, LOT 15 2022-03-15/20	Moved by Mayor Johnson that Council endorses a motion to direct Administration to advertise Expressions of Interest (EOI) for the deconstruction of the communication tower. Further, that Council directs Administration to send a letter of Thanks to Mr. & Mrs. Laforest.	<u>CARRIED</u>
UTILITY PENALTY ACCRUALS - FORGIVENESS REQUEST 2022-03-15/21	Moved by Clr. Raycraft that Council endorse a motion to waive the \$46.72 penalty applied to UT Account Number 1741001 and \$3.51 Penalty applied to UT Account 3610000. Further that Water & Wastewater Bylaw 618-16 be brought to a future Council meeting for Council further review and discussion regarding Local Not-for-Profit Organizations and Payment Penalty Deadline.	<u>CARRIED</u>
INNISFREE LIBRARY BOARD APPOINTMENT 2022-03-15/22	Moved by Clr. McMann that Council endorse the applications of Yvonne Parasynchuk and Eliza Johnson for membership on the Village of Innisfree Library Board for a three-year period (2022 – 2025.)	<u>CARRIED</u>
	Moved by Mayor Johnson for a recess at 8:34 PM.	<u>CARRIED</u>
	Moved by Mayor Johnson to reconvened the meeting at 8:36 PM	<u>CARRIED</u>
COUNCILLOR REPORTS 2022-03-15/23	Moved by Mayor Johnson that the items listed under “Councillor Reports” be received as information.	<u>CARRIED</u>
ADMINISTRATIVE REPORTS 2022-03-15/24	Moved by Mayor Johnson that the items listed under “Administration Reports” be received as information.	<u>CARRIED</u>
CORRESPONDENCE 2022-03-15/25	Moved by Mayor Johnson that the items listed under “Correspondence” be received as information.	<u>CARRIED</u>

ADJOURNMENT

Clr. McMann adjourned the meeting at 9:29 PM.

Mayor, J. Johnson



Chief Administrative Officer, B. Magosse

Request for Decision (RFD)

Topic: Proposed Traffic Bylaw 670
Initiated by: Council
Attachments: Proposed Traffic Bylaw 670-22

Purpose(s):

1. To address Proposed Traffic Bylaw 670-22

Background:

1. At the January 18, 2022, Council Meeting, Council approved first reading of the proposed Traffic Safety Bylaw 670-22 with amendments.
2. Proposed Traffic Bylaw 670-22 presented for Council review has been revised to incorporate all aspects of Transportation, including pedestrians, different types of Vehicles, the public roads and places, parking, snow removal and obstructions on Highways.
3. Furthermore, Mayor and Council reviewed the Traffic Safety Bylaw at the February 15, 2022, and endorsed a motion that a Council of the Whole Committee meeting be set for February 28, 2022 to allow Council and Administration to review the Draft Traffic Bylaw 670-22, as well as suggest amendments.
4. Per the February 28, 2022, Council of the Whole Committee meeting, Administration applied the amendments, for presentation in the March 15 Council Meeting.
5. Per the March 15, 2022 Regular Council Meeting, Mayor and Council approved second reading of the proposed Traffic Safety Bylaw 670-22 with amendments.
6. Administration has received approval from Petro Canada regarding vehicles transporting Dangerous Goods to be permitted at the Petro-Can Highway Truck Stop Parking (Section 6.13).
7. Administration has not yet received confirmation from CN.

Key Issues/Concepts:

1. Council has reviewed proposed Traffic Bylaw 670-22 on four occasions; significant amendments have been implemented, per Council review.
2. As directed by Council, Administration has reviewed proposed Traffic Bylaw 670-22 to ensure plain language is used throughout the document to ensure the Bylaw is easy to read and understand.

Financial Implication(s):

1. Signage costs (Quotes between \$2,100 - \$2,500)
2. Signage has been ordered per Council motion 2022-03-15/10.

Options:

1. That Council provide final readings to Traffic Bylaw 670-22 as presented.
2. That Council direct Administration in another manner regarding Traffic Bylaw 670-22.
3. That the Traffic Bylaw 670-22 be tabled to the May 17, 2022, Regular Council Meeting for final readings.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A 2000, c-M-26
2. *Alberta Traffic Safety Act*, R.S.A. 2000 c.T-6
3. *Provincial Offences Procedures Act*, R.S.A. 2000, c-P34

Political/Public Implication(s):

1. There is strong public support from the Innisfree Delnorte School parents.

RECOMMENDATION(s):

1. That Council provide final readings to Traffic Bylaw 670-22 as presented.

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING THE OPERATION, THE PARKING AND THE USE OF THE HIGHWAYS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF INNISFREE

WHEREAS pursuant to Section 7 of the *Municipal Government Act* (MGA), Revised Statutes of Alberta, 2000, Chapter M-26, the Council of a Municipality may pass Bylaws respecting the safety, health and welfare of people and the protection of people and property and, for municipal purposes respecting transport and transportation systems; Section 18(1) states that the Municipality has the direction, control, and management of all roads within the Municipality.

AND WHEREAS, pursuant to Section 13 of the *Traffic Safety Act*, Revised Statutes of Alberta, 2000, Chapter T-6, the Council of a Municipality may, with respect to a Highway under its direction, control and management, pass Bylaws not inconsistent with the *Traffic Safety Act* respecting matters enumerated therein.

AND WHEREAS pursuant to Section 14 of the *Traffic Safety Act*, Revised Statutes of Alberta, 2000, Chapter T-6, the Council of a Municipality may pass Bylaws prescribing speed limits that are different from the speed limits established in the *Act*.

NOW THEREFORE, the Council of the Village of Innisfree in the Province of Alberta, duly assembled and pursuant to the authority conferred upon it by the *Traffic Safety Act* and the *Municipal Government Act* enacts as follows:

Part 1: Short Title and Definitions

Section 1: Short Title:

1.0 This Bylaw may be sited as the “The Village of Innisfree Traffic Bylaw”.

Section 2: Definitions:

2.0 In this Bylaw, unless the context requires otherwise, all terms defined in the current *Traffic Safety Act*, including associated Regulations, shall apply. For clarification:

- 2.1 “Alley” means a narrow highway intended chiefly to give access to the rear of the building and parcels of land;
- 2.2 “Bicycle” includes any manner of cycle propelled by human power on which a person may ride regardless of the number of wheels it may have;
- 2.3 “Boulevard” means that part of a Highway that is not a roadway and includes a ditch that forms part of a Highway;
- 2.4 “Chief Administrative Officer” means the Person appointed by Council in accordance with the *MGA* and is referred to in this Bylaw as “CAO,” or a Person designated to act on the CAO’s behalf;

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- 2.5 “Commercial Vehicle” means a Commercial Vehicle as defined by the *Traffic Safety Act*, and includes any Vehicle from which sales are made of goods, wares, merchandise or commodities, or a Vehicle by which delivery is made of people, goods, wares, services, merchandise or commodities to a purchaser or consignee thereof;
- 2.6 “Council” means the Municipal Council of the Village of Innisfree;
- 2.7 ‘Corporate Limits’ shall mean all the lands within the Corporate Limits of the Village of Innisfree.
- 2.8 “Crossing” means that area used for, or constructed to provide, access to Private Property from any Highway and shall be all that area from the Curb to the Private Property line;
- 2.9 “Curb” means the actual curb if there is one and, if there is no actual curb in existence, shall mean the division point of Highway between that part thereof intended for the use of Vehicles and that part thereof intended for the use of pedestrians;
- 2.10 “Dangerous Goods” means any product, substance or organism specified or included by its nature in any of the classes listed in the Regulations under the *Dangerous Goods Transportation and Handling Act*, R.S.A. 2000, c. D-4, as amended or repealed and replaced from time to time;
- 2.11 “Disabled Person Vehicle” means a vehicle identified as such by either an Alberta license plate starting with the letter “A” or an Identification Placard, clearly displayed in the Vehicle bearing the international symbol of the disabled, provided through Alberta Registries;
- 2.12 “Emergency Vehicle” means:
- a. A Vehicle operated by a Police force, a firefighting or other type of Vehicle operated by a fire protection service
 - b. An ambulance operated by a Person or an Organization providing ambulance services
 - c. A Vehicle operated as a gas disconnection unit of the public utilities
 - d. A Vehicle designated as an emergency response unit pursuant to the regulations under the *Traffic Safety Act*.
- 2.13 “Fire or Emergency Lane” means all that portion of a Highway used to provide access to buildings, and so marked by signs stating: “Fire or Emergency Lane.”
- 2.14 “Hazard” means a risk or danger, or to expose to a risk, danger, or peril;
- 2.15 “Heavy Vehicle” means a Vehicle, with or without load, exceeding any one of the following:
- a. 11 metres in length, or
 - b. Maximum allowable weight of 7,200 kilograms; or
 - c. Tractor units which form by attaching as power to semi-trailers;

Heavy vehicles do not include Holiday Trailers.

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- 2.16 “Highway” means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle way or any other place, or any part of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- a. Secondary Highway 870;
 - b. Secondary Highway 16A (Railway Avenue South);
 - c. a sidewalk, including a Boulevard adjacent to the sidewalk;
 - d. the ditch, if any, lying adjacent to, and parallel with, the roadway, and;
 - e. if the Highway right of way is contained between fences or between a fence and one side of the Roadway, all the land between the fences, or all the land between the fence and the edge of the Roadway, as the case made be,
But does not include a place declared by Regulation not to be a Highway.
- 2.17 “Highway Right of Way” means all the land between the property line on one side of the Highway and the property line on the other side of the Highway for the entire length of that Highway.
- 2.18 “Holiday Trailer” means a Vehicle designed to provide temporary living accommodation for travel, vacation, or recreation cause, and to be driven, towed, or transported, some examples of which include, without restricting the generality of the foregoing, a motor home, holiday Trailer, camper, tent Trailer, personal watercraft, boats and any bus or truck converted to provide temporary living accommodations;
- 2.19 “Identification Placard” means a placard issued by the Provincial Government for the purpose of identifying a Vehicle as operated or used by a disabled Person;
- 2.20 ‘Motor Vehicle’ shall mean a vehicle, trailer, semi-trailer ascribed as such in the Highway Traffic Act propelled by any power other than muscular power or a moped but does not include a bicycle, an aircraft, an implement of husbandry, or a motor vehicle that runs only on rails.
- 2.21 “Municipal Government Act” or “MGA” means the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended or repealed and replaced from time to time;
- 2.22 “Municipal Tag” means a tag or similar document issued by the Village pursuant to the *Municipal Government Act* that alleges a Bylaw offence and provides the Person the opportunity to pay an amount to the Village in lieu of prosecution;
- 2.23 “Occupy” means to reside in or to be on;
- 2.24 “Off-Highway Vehicle” means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel:
- a. 4-wheel drive Vehicles;
 - b. Low pressure tire Vehicles;
 - c. Motorcycles and related 2-wheel Vehicles;
 - d. Amphibious machines;
 - e. All-terrain Vehicles;

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- f. Miniature Motor Vehicles;
 - g. Snow Vehicles;
 - h. Minibikes, zip bikes, pocket bikes, mobility aides; and
 - i. Any other Vehicle exempted from being an Off-Highway Vehicle by Regulation;
- 2.25 “Operator” means the Registered Owner thereof or if not the Registered Owner, the Person driving or in the position of control over the Vehicle;
- 2.26 “Owner” with respect to a Vehicle means:
- a. the Person whose name the Vehicle is registered under the provision of the *Traffic Safety Act*, or
 - b. any Person renting a Vehicle or having the exclusive use of it under a lease or otherwise for a period of more than thirty (30) days;
 - c. and with respect to any other form of property, means the Person registered as Owner, the Person shown on the assessment roll for the Property, or the Person in lawful possession or otherwise exercising control over that property;
- 2.27 “Park,” “Parked” OR “Parking” or any word or expression of similar connotation or impart shall mean a Vehicle remaining stationary in one place, whether occupied or not, to remain standing in one place except:
- a. while actually engaging in loading or unloading passengers, or;
 - b. in compliance with a Traffic Control Device or the direction of a Peace Officer;
- 2.28 ‘Peace Officer’ means
- a. any member of the Royal Canadian Mounted Police;
 - b. any member of a Municipal Police Service;
 - c. any Special Constable;
 - d. any Bylaw Enforcement Officer; the Chief Administrative Officer or their Designated Officer.
- 2.29 “Permit” means an authorization issued by the CAO pursuant to this or any other Bylaw of the Village;
- 2.30 “Person” means any of the following:
- a. an individual;
 - b. a legal entity, including a corporation, firm, partnership, association, society, or registered company, and;
 - c. a trustee, executor, administrator, agent or employee of either a. or b.
- 2.31 “Playground Zone” means that portion of a Highway within the Village identified as a Playground Zone by a Traffic Control Device;
- 2.32 “Posted” means to erect, place or mark with Traffic Control Devices;
- 2.33 ‘Power Turns’ means to maneuver a vehicle in such a manner as to cause part of the vehicle to depart from its ordinary line of progress by the sudden use of acceleration and/or braking.

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- 2.34 “Private Property” means any property within the Village not owned by or occupied by the Government of Canada, the Government of Alberta or by the Village except as otherwise indicated by express provisions of this Bylaw;
- 2.35 “*Provincial Offences Procedures Act*” means the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, as amended or appealed and replaced from time to time.
- 2.36 “Public Place” means any Highway, Park, Land, recreation area, public bridge, road, footway, square, court, Alley, passageway, whether a thoroughfare or not, and includes but is not limited to any open space which the public has or may have access to, owned by or under the direction, control, and management of the Village of Innisfree.
- 2.37 “Roadway” means that part of a Highway intended for use by vehicular traffic;
- 2.38 “Street Furniture” means every Curb, sidewalk, pole, traffic sign, waste receptacle, bench, tree, plant, grass, hydrant, Fence, utility, utility service or any Property belonging to the Municipality capable of being marked, defaced, or damaged;
- 2.39 “School Zone” means that portion of a Highway with the Village, marking the portion of Highway as a School zone;
- 2.40 “Speed Zone” means any portion of highway within the Village of Innisfree as designated therein and identified by a sign erected and maintained at each end therein, indicating the maximum speed and applicable thereto.
- 2.41 “Stop” when prohibited, means to allow a Vehicle (whether occupied or not) to stop, to load or unload, passengers, freight, or goods;
- 2.42 ‘Stunting’ means, whether as a pedestrian, passenger, or driver and whether or not with the use or aid of any vehicle or other thing, performing or engaging in any stunt or other activity on a highway that is likely to distract, startle or interfere with other users of the highway.
- 2.43 “Traffic Control Device” means any authorized sign, signal, marking, or device placed, marked, or erected for the purpose of regulating, warning, or guiding traffic or pedestrian movement;
- 2.44 “*Traffic Safety Act*” means the *Traffic Safety Act*, R.S.A. 2000, c.T-6, as amended or repealed and replaced from time to time;
- 2.45 “Trailer” means a Vehicle so designed that it:
- a. may be attached to or drawn by a motor Vehicle or tractor, and,
 - b. is intended to transport property or Persons;
and includes any Vehicle defined by Regulation as a Trailer but does not include machinery or equipment solely used in the construction or maintenance of Highways;
- 2.46 “Transit Vehicle” means a Vehicle used for public transportation including school buses;

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- 2.47 “Vehicle” means any device in or on which a Person or thing may be transported or drawn on a Highway, including a combination of Vehicles, but excludes a mobility aide being used to facilitate the transport in a normal seated orientation of a Person with a physical disability;
- 2.48 “Village” means the municipal corporation of the Village of Innisfree, in the Province of Alberta and includes the geographical area within the boundaries of the Village of Innisfree where the context so requires;
- 2.49 “Violation Ticket” means a Tag or similar documents issued pursuant to Part II and Part III of the *Provincial Offences Procedure Act* and the Regulations thereunder;
- 2.50 “Work Zone” means an area designated by Traffic Control Devices as a Work Zone for the purpose of maintenance, construction, or repairs on or near a Highway.

Part 2 – Control of Highways

3.0 Section 3 – Operations of Vehicles

- 3.1 Every Person shall obey the instructions of all Traffic Control Devices authorized under this or any other Bylaw, unless directed by a Peace Officer.
- 3.2 No person shall deface, damage, destroy or remove any sign or marker pursuant to this Bylaw.
- 3.3 Where Traffic Control Devices, including the use of signs and Flag Persons, have been placed in accordance with this or any other Bylaw, Statute or Regulation, every Person shall obey the instructions of those Traffic Control Devices for the period during which those Traffic Control Devices are in place, unless directed by a Peace Officer.
- 3.4 Notwithstanding Section 3.3, where the obstruction caused by a Vehicle is unavoidable due to mechanical failure, a Person shall not be in breach of Section 3.3, provided the Person promptly takes measures to remove the Vehicle from the Highway and does so within 72 hours.
- 3.5 The operator of a vehicle will not perform “power turns” or participate in any “stunting” on any highway within the municipality.
- 3.6 No Person shall drive, pull, or haul upon any Highway a Vehicle, with or without a load, without first having properly cleaned and removed all loose material from the Vehicle body, Vehicle box, hitch, and trailer.
- 3.7 Loads of loose material shall not be hauled on any Highway within the Village unless the load is covered in its entirety by a secure tarpaulin or similar device.
- 3.8 No Person shall drive or pull upon a Highway, any Vehicle containing a load unless that load has been secured in such a manner as to prevent the load from falling onto a Highway or any land adjacent thereto, or otherwise to prevent shifting of the load within the Vehicle.

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- 3.9 No Person shall operate a Heavy Vehicle on any Highway, other than a Highway designated and properly marked as a Truck Route, as set out in Schedule 'A' attached to and forming part of this Bylaw.
- 3.10 A Heavy Vehicle will not be deemed to be operating in contravention of Section 3.7 if the Heavy Vehicle is on a direct route to/from a construction site. The Heavy Vehicle shall use Truck Routes if the route allows.

4.0 Section 4: Speed

- 4.1 No person shall be permitted to operate a vehicle on any highway within the municipality at a speed greater than 50 km per hour unless otherwise posted.
- 4.2 Notwithstanding any speed limit prescribed by or pursuant to this Bylaw, or any other Act, no Driver shall drive at any rate of speed that is unreasonable, having regard to all of the prevailing circumstances and conditions, including, without restrictions the generality of the foregoing:
- a. the nature, condition, and use of the Highway;
 - b. the atmosphere, weather or other conditions that may impede the visibility of the Driver or control of the Vehicle;
 - c. the amount of Traffic presently on the Highway, or that a Person in similar circumstances would reasonably expect to be upon the Highway; and
 - d. no mechanical condition, construction or other limitations of the Vehicle or any equipment of the Vehicle.
- 4.3 No Person shall operate a Vehicle on any alley within the Village at a speed in excess of Twenty (20) kilometers per hour.
- 4.4 On any day on which school is held, no Person shall operate a Vehicle within a School Zone (locations specified in Schedule 'A') at greater Speed than thirty (30) kilometers per hour during the following period:
- a. from 8:00 am to 5:30 pm.
- 4.5 No Person shall operate a Vehicle within a Playground Zone at any rate of speed greater than thirty (30) kilometers per hour during the period of time commencing at 8:30 am and terminating one hour after sunset. (Locations specified in Schedule A.)

5.0 Section 5 – Cyclists, Inline Skates, Skateboarding, Off-Highway Vehicles

- 5.1 No Person shall ride an Off-Highway Vehicle on any Highway within the Village unless in accordance with the Off-Highway Vehicle Bylaw 596-15, and subsequent amendments or replacements thereto.
- 5.2 Every Person using a bicycle, a skateboard, a sled, roller skates, inline skates, a toy vehicle, or other similar modes of transportation on any Highway, in accordance with the provisions of the Bylaw shall:
- a. yield the right of way to pedestrians;

- b. when passing a pedestrians use all due care, attention and control required to ensure the safety of the pedestrian;
 - c. give an audible signal before overtaking a pedestrian, produced in a reasonable time prior to the overtaking, by voice, bell or other warning audible to the pedestrian.
- 5.3 No Person shall drive or operate a Vehicle on a Highway having in tow any of the devices referred to in Section 5.2
- 5.4 No Person shall conduct a rally or race involving any devices noted as per Section 5.2, or any other similar device upon any highway or sidewalk unless authorized by the CAO or their designate. The rally or race shall be conducted in accordance with Council Policy and if required, in accordance with RCMP approval.

6.0 Section 6: Parking

- 6.1 Except as otherwise provided herein, the parking of vehicles is permitted on all highways within the municipality.
- a. to the provisions of subsection 6.1(b)(ii) no person shall park a vehicle in any lane or in any street to obstruct the entrance to any lane, to a driveway or an approach leading to private premises;
 - b. notwithstanding the provisions of subsection 6.1(b)(i) a vehicle may be parked on any lane for the purpose of taking on or discharging cargo, provided no such vehicle shall be parked for a period exceeding sixty (60) minutes at any one time, unless written permission has first been obtained from the administrator or a special constable for the municipality for an extension of such time limit.
 - c. No person shall park a vehicle in any “No Parking” area at any time where such areas are marked on the curb or signs are erected indicating the restriction of parking at such a location.
 - d. No person shall park any vehicle in excess of 4.5 tonnes on any residential street within the municipality unless written permission has been obtained from the Chief Administrative Officer.
 - e. upon a Highway or roadway within five (5) metres of a fire hydrant.
- 6.2 No Person shall Park a Vehicle on any portion of a Highway marked by a “No Parking Sign.”
- 6.3 No Person shall park a Vehicle in an alley, unless a sign permits Parking, but alleys other than a designated Fire or Emergency Lane may be used for:
- a. the loading or unloading of goods or passengers from a Vehicle other than a Commercial Vehicle for a period of time not exceeding sixty (60) minutes and/or as permitted by the CAO.
- 6.4 No Person shall Park, ~~or~~ Stop, or permit a Vehicle to be Parked, ~~or~~ Stopped, in a designated Fire or Emergency Lane.
- 6.5 Unless otherwise designated by Traffic Control Devices:
- a. No Person shall Park a Vehicle upon any Highway in any manner except parallel to the curb or edge of the Highway, with exceptions as noted in Section 6.5c. below.

- b. Notwithstanding Section 6.5.a no Person shall Park a Vehicle upon any Highway in such a manner that any part of the Vehicle is within three (3) metres of the center line of the Highway where the portion thereof intended for vehicular traffic is ten (10) metres or more in width.
- c. Without restricting the generality of subsection (a), the Driver of a Vehicle shall angle Park on the following Highways:
 - i. both sides of the Street from 50th Avenue from 16A (Railway Avenue South) to 53rd Street and 51st Street from Highway 16A to 49th Avenue.
 - ii. as designated in subsection "f" below.
- d. Parking to be restricted to Emergency Vehicles only in front of the Innisfree Fire Hall on 49 Avenue between 51 Street and 50 Street.

Parking of Trailers or Holiday Trailers:

- 6.6 No Person shall occupy, or suffer, or permit any other Person to occupy a Trailer, Holiday Trailer upon a Highway or Village-owned Property which has not been designated for Trailer or Holiday Trailer Parking unless for a special occasion and then no longer than 48 hours or a longer time is granted.
- 6.7 Notwithstanding the provisions of 6.6, a Person may Park and occupy a Trailer or Holiday Trailer upon Village-Owned Property provided that written permission has been obtained from the CAO or their designate.
- 6.8 An Owner or Operator of a Vehicle and attached Trailer or Holiday Trailer shall not park the Vehicle and attached Trailer or Holiday Trailer on a Highway or Roadway for more than forty-eight (48) consecutive hours.
- 6.9 An Owner or Operator of a Vehicle and Trailer, or Trailer or Holiday Trailer shall not Park the Vehicle and Trailer, or Trailer or Holiday Trailer or any part thereof on a Roadway, Highway or Highway right-of-way if, in the opinion of a Peace Officer, it constitutes an obstruction, presents a safety concern, or otherwise impedes the progress of other uses of the sidewalk, pathway, Roadway, Highway or Highway right-of-way.

Commercial Vehicles

- 6.10 Any provisions of Sections 6.11 below shall not prohibit Commercial Vehicle from Parking on any Highway within the Village for the purpose of loading or unloading goods to or from the premises abutting such Highway provided that the Commercial Vehicle, or Commercial Vehicle attached shall have all front and rear hazard lights illuminated at all times and they are not blocking Vehicle or Pedestrian Traffic and are not use for the conveyance of Dangerous Goods.
- 6.11 No Person shall Park a Commercial or farm Vehicle over 3 tonnes in any residential district unless the Owner of said Commercial Vehicle has received written authorization from the CAO or their designate.

Parking of Dangerous Goods

- 6.12 Notwithstanding Section 6.10; no Person shall Park a Vehicle or Trailer used for the conveyance of Dangerous Goods except in an industrial area and,
- a. a minimum of Twenty (20) metres from any building.
- 6.13 Parking for all Vehicles transporting Dangerous Goods is solely permitted at the Petro-Can Highway Truck Stop Parking Lot (at 4705 – 53 Street.)

Disabled Person Parking

- 6.14 No Person shall Park in a Parking space designated for the exclusive use of Disabled Persons Vehicle unless such Vehicle has clearly displayed an Identification Placard Issued by the Provincial Government or bears a license plate designating it a Disabled Person Transport Vehicle and is at the time operated by, or transporting the Person to whom the Identification Placard has been issued.

Exemption for Parking Provisions

- 6.15 Notwithstanding anything appearing elsewhere in this Bylaw, the provisions relating to Parking of Vehicles do not apply to:
- a. Emergency Vehicles;
 - b. Vehicles use in conjunction with the servicing of Highways, trails, Parks and public utilities, including water and sewer systems, telephone systems, electrical systems and communication systems;
 - c. Funeral cars operated by a funeral director, during a funeral;
 - d. Towing services Vehicles,

while any such Vehicle is being used in work requiring that it be Stopped or Parked.

Removal of Vehicles

- 6.16 The CAO or Peace Officer is hereby authorized to remove and impound, or cause to be removed and impounded any Vehicle Parking in contravention of any provision of this Bylaw.

7.0 Section 7 – Obstructions and Work on Highways

- 7.1 No Person shall make, place, or allow an obstruction of any kind in, upon or above any Highways unless authority has been granted by the CAO or their designate pursuant to a Permit.
- 7.2 Every person who fails to obtain or to comply with the provisions of a permit pursuant to Subsection 7.1 shall be guilty of an offence and shall, in addition to any other Penalty, cause the removal of the obstruction within twenty-four (24) hours after being notified to do so by the CAO or their designate. After the expiration of the said twenty-four (24) hours, the CAO or their designate may cause the removal of the obstruction and such removal shall be at the expense of the Person causing, placing, or permitting the obstruction on the Highway.

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- 7.3 Every Person making or placing an obstruction of any kind in, upon, or above shall produce the Permit granted pursuant to Subsection 7.1 for inspection upon the request of a Peace Officer or a representative of the CAO or their designate.
- 7.4 Where an obstruction of any kind exists in, upon or above any highway and, in the opinion of the CAO or their designate it creates an unsafe condition, the CAO or their designate shall be entitled to take such measures as are required for the protection of life or property.
- 7.5 The Village assumes no responsibility for damage to property abutting Village property when work is being done pursuant to Sections 7.1 or 7.3.
- 7.6 No Owner or Occupant of any Premises shall allow a gate of such Premises to swing or project over a Highway.
- 7.7 No Person shall, except as otherwise provided herein or by any other Bylaw, erect or maintain any awning, signpost, or sign, which shall in any way extend over a Highway unless allowed by an Encroachment Agreement.
- 7.8 No Person shall, unless they have first obtained a Permit for the CAO or their designate, perform construction and maintenance on any Highway if the work involves:
- a. Excavation of Roadways, sidewalks, or boulevards.
- 7.9 Pursuant to Section 7.8, the CAO or their designate may revoke a Permit and require the Highway to be made passable to the satisfaction of the CAO or their designate.
- 7.10 In addition to the penalty specified in Schedule "B," all work performed without a Permit is subject to immediate stoppage and all costs incurred in making the Highway passable may be recovered from the Person responsible for the work.
- 7.11 No Person shall, unless they have obtained a Permit, and a Business License, if required, sell, or display goods or place any temporary or permanent structure related to the selling or displaying of such goods on any Highway, unless during a special event as approved by the CAO or their designate.
- 7.12 The size, form, design of structures and location of any structure erected pursuant to Subsection 7.11 must be approved by the CAO or their designate.
- 7.13 No Person shall allow trees, hedges, or shrubs on Private Property within five (5) metres of a Highway intersection, whether planted before or after the date of the passing of this Bylaw, to grow to such a height that good visibility for safe Traffic flow is thereby interfered with.
- 7.14 The CAO or their designate may require compliance with the provisions of Subsection 7.13 hereof within ten (10) days of being notified to do so. If a Person fails to comply with such a notice the CAO or their designate may direct employees or agents of the Village to enter upon the Private Property to carry out the necessary, work and may charge the cost of so doing against the Person in default.

8.0 Section 8 – Authority of Peace Officers and Enforcement

- 8.1 The CAO or any Peace officer is hereby authorized to enforce the provisions of this Bylaw.
- 8.2 A Peace Officer is hereby authorized to remove and impound or cause to be removed and impounded, any Vehicle or Trailer:
- a. parked in contravention of this Bylaw; or
 - b. where emergency conditions required that the Vehicle or Trailer be removed.
- 8.3 Any Vehicle removed pursuant to Section 8.2 may be moved to:
- a. A nearby highway; or
 - b. a place designated by the Village where it will remain impounded until claimed by its Driver/Owner.
- 8.4 No impounded Vehicle shall be released to its Owner or their agent until the removal and impound charges have been paid.
- 8.5 All charges for removal and impounding shall be in addition to any fine or penalty imposed in respect of any such Violation or, to any payment made in lieu of prosecution, as provided for in this Bylaw.
- 8.6 Where a Vehicle is impounded or stored pursuant to Section 8.2 and is not claimed within thirty (30) days of its removal, it may be disposed of in accordance with the provisions of the *Traffic Safety Act* and the Regulations.
- 8.7 In order to determine the time over which a Vehicle has been Parked in a location where Parking is restricted to a specific allotment of time, a Peace officer may place a chalk mark on the tread face of the tire of a Parked or Stopped Vehicle without the Peace Officer or the Village incurring any liability relating thereto.
- 8.8 A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any Person whom the Peace Officer has reasonable grounds to believe has contravened any portion of this Bylaw.
- 8.9 A Violation Tag may be issued to such Person:
- a. either personally; or
 - b. by attaching it to the Vehicle in respect to which an offense is alleged to have been committed; or
 - c. by mailing a copy to such Person at their last known post office address.
- 8.10 Where a Violation Tag has been attached to a Vehicle, no Person, other than the Owner or Operator of that Vehicle shall remove the Violation Tag so affixed to the Vehicle.
- 8.11 A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the CAO and shall state:
- a. the name of the Person or Vehicle description and license number
 - b. the offence;
 - c. the appropriate Penalty for the offence and specified in Schedule “B” of this Bylaw;

- d. time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
- e. any other information as may be required by the Municipal Manger.

8.12 Where a Violation Tag (attached as Schedule "C") has been issued pursuant to this Bylaw, the Person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the village the penalty specified on the Violation Tag.

8.13 Nothing in this Bylaw shall prevent an authorized Peace Officer from immediately issuing a Violation Ticket.

8.14 In those cases where a Violation Tag has been issued, and if the penalty is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

8.15 Notwithstanding Section 8.8 of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

9.0 Section 9 – Penalties

9.1 Any person who contravenes any of the provisions of this Bylaw is guilty of an offense and liable on summary conviction to the penalties provided in Schedule "A" of this Bylaw.

10.0 Section 10 – Miscellaneous

10.1 Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.

10.2 Traffic Bylaw 586-14 shall hereby be repealed.

10.3 This bylaw shall come into force upon receiving third and final reading and having been signed by the Mayor and CAO.

Bylaw 670-22 comes into force on the date of the third and final reading and passed unanimously by Council the 19th day of April 2022.

Read a First Time this 15th day of February 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

Read a Second Time this 15th day of March 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

Read a Third Time and finally passed this 19th day of April 2022.

Mayor, J. Johnson

Chief Administrative Officer, B. Magosse

**SCHEDULE "A"
PENALTIES**

FOR VIOLATION OF ALL SECTIONS OF THIS BYLAW EXCLUDING SECTIONS 7.5 & 4.4:

PENALTIES FOR FIRST OFFENCE	\$ 75
PENALTIES FOR SECOND OFFENCE	\$ 150
PENALTIES FOR SUBSEQUENT OFFENCES	\$ 300

FOR VIOLATION OF SECTION 4.4 OF THIS BYLAW:

PENALTIES FOR A FIRST OFFENCE	\$ 300
PENALTIES FOR A SECOND OFFENCE	\$ 500
ON A SUBSEQUENT OFFENCE	\$2,500

FOR VIOLATION OF SECTION 7.5 OF THIS BYLAW:

PENALTIES FOR FIRST OFFENCE	\$ 175
PENALTIES FOR SECOND OFFENCE	\$ 400
PENALTIES FOR SUBSEQUENT OFFENCES	\$1,000

**SCHEDULE "B"
TRAFFIC CONTROL DEVICES**

LOCATION	TCD POSTED	ID#
51 st Avenue (Hwy 870) at 50 th Street facing East	STOP	1
51 st Street at 51 st Avenue facing North	STOP	2
51 st Avenue at Highway 870 facing West	YIELD	3
50 th Street at Railway Avenue North facing South	YIELD	4
51 st Street at Railway Avenue North facing South	YIELD	5
Railway Avenue North exiting onto 51 Avenue facing West	STOP	6
51 st Avenue at Railway Avenue South (Hwy 16A) facing South	STOP	7
51 st Avenue at 53 rd Street (Hwy 870) facing east	STOP	8
53 rd Street at Railway Avenue South (Hwy 16A) facing north	STOP	9
52 nd Street at Railway Avenue South (Hwy 16A) facing north	STOP	10
51 st Street at Railway Avenue South (Hwy 16A) facing north	STOP	11
50 th Street at Railway Avenue South (Hwy 16A) facing north	STOP	12
54 th Street at 50 th Avenue facing South	STOP	13
54 th Street at 49 th Avenue facing South	YIELD	14
54 th Street at 48 th Avenue facing South	YIELD	15
54 th Street at 50 th Avenue facing North	STOP	16
49 th Avenue at 54 th Avenue facing west	YIELD	17
50 th Avenue at 53 rd Street (Hwy 870) facing west	STOP	18
50 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	19
52 nd Street at 50 th Avenue facing south	STOP	20
52 nd Street at 50 th Avenue facing north	STOP	20
49 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	21
49 th Avenue at 53 Street (Hwy 870) facing west	STOP	22
52 nd Street at 49 th Avenue facing south	STOP	23
52 nd Street at 49 th Avenue facing north	STOP	24
49 th Avenue at 51 st Street facing east	STOP	25
49 th Avenue at 51 st Street facing west	STOP	26

48 th Avenue at 53 rd Street (Hwy 870) facing east	STOP	27
LOCATION	TCD POSTED	ID#
48 th Avenue at 53 rd Street (Hwy 89) facing west	STOP	28
48 th Avenue at 52 nd Street facing west	YIELD	29
48 th Avenue at 51 st Street facing east	YIELD	30
48 th Avenue at 51 st Street facing west	YIELD	31
		32
OTHER TCD		
Highway 870 at Village North Corporate Limit	50 KPH	33
Highway 870 at Village South Corporate Limit	50 KPH	34
Highway 16A at Village East Corporate Limit	50 KPH	35
Highway 16A at Village West Corporate Limit	50 KPH	36
Highway 870 and 47 th Avenue facing north	SCHOOL ZONE 30 KPH 8 AM – 5 PM	37 38
Highway 870 and 47 th Avenue facing north	Playground Zone	39
Highway 870 and 47 th Avenue facing south	School Zone & Playground Zone Ends	40/41
48 th Avenue & 54 th Street facing east	SCHOOL ZONE 30 KPH 8 AM – 5 PM	42 43
48 th Avenue & 54 th Street facing east	Playground Zone	44
48 th Avenue & 54 th Street facing west	School Zone & Playground Zone Ends	45/46
4816 – 53 rd Street Boulevard facing south	SCHOOL ZONE 30 KPH 8 AM – 5 PM	47 48
4816 – 53 rd Street Boulevard facing south	Playground Zone	49
4819 – 53 Street Boulevard facing north	School Zone & Playground Zone Ends	50/51
48 th Avenue and 52 nd Street facing west	SCHOOL ZONE 30 KPH 8 AM – 5 PM	52 53
48 th Avenue and 52 nd Street facing west	Playground Zone	54
48 th Avenue and 52 nd Street facing east	School Zone & Playground Zone Ends	54/55
Against 4724 – 53 Street (Highway 870) Pull Out	Handicapped Loading/Unloading Zone Only	56
44 th Ave. & 53 rd Street (on Highway 870) facing north	50 KPH	57
5038 – 50 Street Boulevard facing north?	<i>SLOW: Children Playing</i>	58
At Back Alley behind 5204 – 50 Avenue & behind STOP SIGN (Post Office) facing south	NO Parking from 7 PM – 7 AM	59
Alongside 5116–50 Ave. on 52 nd Street facing north	Handicapped Parking Only	60

Alongside 5116-50 Ave on 52 nd Street facing north	Handicapped Access	61
5015 – 54 Street	No Parking	62-63
TRUCK/HEAVY VEHICLE ROUTES		
Highway 870 north from Highway 16, as it crosses Highway 16A, along 51 st Avenue to 50 th Street and then continue north along Highway 870 and in the reverse direction of travel		64 65
Highway 16A from the Village East Corporate Limit to the West Corporate Limit		66
Highway 16A from the Village West Corporate Limit to the East Corporate Limit		67
50 th Street from the Village North Corporate Limit to Railway Avenue South to 5007 - Railway Avenue North (Elevator) and #10 Railway Avenue North (Innisfree Seed Cleaning Plant) and in the reverse direction of travel		68 69
TRUCK/HEAVY VEHICLE PARKING		
Along 16A (Railway Avenue South) on north side of the Highway, east of Highway 870 (No Dangerous Goods)		
4705 – 53 Street (Petro-Can Truck Stop)		
DANGEROUS GOODS ROUTES		
Highway 870 exiting Highway 16, as it crosses Highway 16A, along 51 st Avenue to 50 th Street and then continue north along Highway 870 and the reverse direction of travel.		70 71
Highway 16A from the Village East Corporate Limits to the Village West Corporate Limits		72
Highway 16A from the Village West Corporate Limits to the Village East Corporate Limits		73
DANGEROUS GOODS PARKING		
4705 – 53 Street (Petro-Can Truck Stop)		
Speed Control Signage		
Highway 870 (South of Innisfree Delnorte School) Facing South for North Bound Traffic	Radar Driver Feedback Sign	74

SCHEDULE "C"

VILLAGE OF INNISFREE
VIOLATION TAG

BYLAW 670-22

DATE: _____ TIME: _____ AM/PM

NAME OF OFFENDER: _____

ADDRESS OF OFFENDER: _____

VEHICLE LICENCE # _____

VEHICLE DESCRIPTION: _____

This Tag is issued for breach of Bylaw No. 670/22

Offence: _____

Section: _____

Penalty: _____

Penalty Due Date: _____

ISSUER: _____ Date _____

Signature

Print Name

*Please make payments to the Village of Innisfree.
Address: Village of Innisfree, Box 69, Innisfree, AB T0B 2G0
Contact Number: 780-592-3886*

Collection and use of personal information: This personal information is being collected in accordance with the **Municipal Government Act, R.S.A. 2000, c.M-26, (MGA)** and is protected by the privacy provisions of the **Freedom of Information and Privacy Act, R.S.A. 2000, c.F25 (FOIP)**, unless disclosures are authorized under the MGA. This information will be used to address the request above. If you have any questions about the collection and use of your information, contact the Village of Innisfree at 780-592-3886.

Request for Decision (RFD)

Topic: Annual ATB LOC Renewal – Temporary Borrowing Bylaw 673-22
Initiated by: Administration
Attachments: Temporary Borrowing Bylaw 673-22

Purpose(s):

1. To review and endorse Temporary Borrowing Bylaw 673-22.

Background:

1. The Village has a revolving Line of Credit (LOC) in the amount of \$120,000 with ATB Financial.

Key Issues/Concepts:

1. Per Section 251(1) of the *Municipal Government Act*, a Municipality may only make a borrowing if the borrowing is authorized by a Borrowing Bylaw.
2. The revolving LOC was established in 2012 to assist and temporarily fund municipal operations. The LOC has not been used in the past 8 years, as the Village now has sufficient funds to finance its operations.
3. ATB Financial has indicated that in order to continue the LOC, the Village must provide a copy of a valid Borrowing Bylaw.

Options:

1. That Council provide three readings to Temporary Borrowing Bylaw 673-22.
2. That Council decline to provide three readings to Temporary Borrowing Bylaw 673-22. Further that Council direct Administration to close the Line of Credit account with ATB Financial.

Financial Implications:

The Village has not accessed the LOC therefore no service fees are being charged to the Village.

Relevant Policy/Legislation:

MGA s. 251(1) – Borrowing Bylaw

Political/Public Implication(s):

None identified.

Recommendation:

1. That Council provide three readings to Temporary Borrowing Bylaw 673-22

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE TEMPORARY BANK BORROWING FROM ATB FINANCIAL IN THE TOWN OF VEGREVILLE, ALBERTA FOR ~~2021~~2022.

WHEREAS the Council of the VILLAGE OF INNISFREE (hereafter called the “Corporation”) in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures of the Corporation for a portion of its financial year commencing ~~August 17, 2021~~ **April 19, 2022**.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation do borrow from the Province of Alberta ATB Financial (hereafter called “ATB Financial”) sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owned to ATB Financial at any one time hereunder shall not exceed the sum of one hundred and twenty thousand dollars (\$120,000.00).
2. The Elected Officials with signing authority for the Corporation and, the Chief Administrative Officer be, and are hereby authorized, for and on behalf of the Corporation:
 - a) to apply to ATB Financial for the aforesaid loan to the Corporation, and
 - b) to obtain advance of monies from ATB Financial in the said financial year by way of an overdraft on the Corporation’s account at a ATB Financial branch or pursuant to promissory notes or other evidence of indebtedness, as may be permitted or required by ATB Financial, and
 - c) to execute on behalf of the Corporation such bills, debentures, promissory notes or similar forms of obligation as ATB Financial may require as evidence of and security for all sums borrowed hereunder;

and each document executed as aforesaid shall be valid and binding upon the Corporation according to its tenor, and ATB Financial shall never be bound to inquire whether such officers are observing the limitations on their authority as set for in this Bylaw.

3. Notwithstanding the foregoing, the Elected Officials with signing authority and the Chief Administrative Officer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all

amounts borrowed and outstanding by the Corporation at any one time to ATB Financial and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.

4. The Corporation is hereby authorized to borrow from ATB Financial ("ATB") up to the principal sum of One Hundred and Twenty Thousand Dollars (\$120,000.00) repayable on demand at a rate of interest per annum from time to time established by ATB, not to exceed ten percent (10%), and such interest will be calculated daily and due and payable in the last day of each and every month.
5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.
6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favour of ATB Financial the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and other money due or accruing due to the Corporation and the Elected Officials with signing authority for the Corporation and the Chief Administrative Officer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to ATB Financial such security documents as ATB Financial may require in collateral to the obligation of the Corporation to repay with interest all sums borrowed from ATB Financial and ATB Financial shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.
7. In the event the Council of the Corporation decides to extend the said loan and ATB Financial is prepared to extend the said loan, any renewal or extension bill, debenture, promissory note or other obligation executed by the officers designated in paragraph two (2) hereof and delivered to ATB Financial shall be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal of extension bill, debenture, promissory note or other obligation, and ATB Financial shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.
8. Each separate provision of this Bylaw shall be deemed independent of all other provisions and,
 - a) 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 may remain valid and enforceable.
9. This By-Law shall come into effect upon final passing thereof.
10. All previous Temporary Borrowing Bylaws are hereby rescinded.

Read a First Time this _____ day of _____, 202____.

Read a Second Time this _____ day of _____, 202____.

Read a Third Time by unanimous consent of Council, this _____ day of _____, 202____.

Mayor

Chief Administrative Officer

Request for Decision (RFD)

Topic: Cell Phone Policy 1200-01 Amendment
Initiated by: Administration
Attachments: Cell Phone Policy 1200-01 – Current
Cell Phone Policy 1200-01 – Amendment Recommendation

Purpose(s):

1. To review and endorse Cell Phone Policy 1200-01 as presented.

Background:

1. The Village and the County of Minburn entered into an intermunicipal agreement with regards to the provision of fire services, effective January 1, 2022.
2. The Cell Phone Policy references the Fire Chief’s Cell Phone.

Key Issues/Concepts:

1. Recommendation from Administration to update the Policy to remove references to the Fire Chief, pursuant to the Intermunicipal Fire Agreement with the County of Minburn.

Options:

1. That Council endorse the amendments to Cell Phone Policy 1200-01 as presented.
2. That Council endorse the Cell Phone Policy 1200-01 with amendments.
3. That Council direct Administration in another manner regarding Cell Phone Policy 1200-01.

Financial Implications:

1. None identified

Relevant Policy/Legislation:

1. Traffic Safety Act, c.T-6, RSA 2000 – Distracted Driving Regulation AR2-113/2011
2. MGA, c.M-26, RSA 2000

Political/Public Implication(s):

1. None identified.

Recommendation:

1. That Council endorse the amendments to Cell Phone Policy 1200-01 as presented.

Policy

The Village of Innisfree recognizes the need to have and to provide for wireless communication in the workplace.

Purpose

The purpose of this policy is to set guidelines and standards regarding wireless communication and cell phone devices for CAO and staff which include the Public Works Foreman and the Fire Chief.

This policy is to provide Staff of the Village of Innisfree with options relating to wireless and cell phone devices to be used for Village related work and for personal use.

This Policy supersedes any previous Village of Innisfree Cell phone and Administration Policies.

1.0 DEFINITIONS

1.1 "Cell Phone" shall mean any device capable of accessing, sending or receiving messages, or other information, either verbally, or in written form.

1.2 "Chief Administrative Officer": shall mean a person appointed to the position by Council and may be abbreviated as 'CAO.'

1.3 "Council" shall mean the current elected officials of the Village of Innisfree.

1.4 "Hands-free device": any accessory enabling wireless communication device usage without requiring the operator's hands.

1.5 "Mobile equipment": any equipment that carries an operator and can be set in motion by operator action. Cars, trucks, backhoes, loaders, RTV's, or mowers.

1.6 "Official Use": municipal business, which relates to the official duties of the employee.

1.7 "Personal Use": calls which do not relate to the official duties of the employee.

1.8 "Public Works Foreman" means the individual hired by the Municipality to perform public utility services for the Village.

**Village of Innisfree
Procedure No: 1200-01**

Cell Phone Policy

1.9 "Staff": shall mean any full time person working for the Village of Innisfree who requires a cell phone to conduct their daily business on behalf of the Village, and/or who is in an on-call position.

1.10 "Village": shall mean the Village of Innisfree, its employees, or its duly authorized representatives.

1.11 "Wireless communication device (digital or analog)": any device capable of accessing, sending or receiving messages, or other information, either verbally, or in written form. This includes cellular phones, smart phones, blackberries, personal digital assistants (PDAs) etc.

2.0 PROCEDURES

2.1 The CAO, the Public Works Foreman and the Fire Chief will be provided a Village-owned cell phone with a service plan approved by the CAO.

2.2 Alternatively, the Village will provide a flat fee reimbursement of \$50 per month for individual's personal cell phone usage.

2.3 A proper carrying case is required for the cell phone to alleviate damages that could be caused by work related duties. The Village will provide the first case only.

2.4 The CAO, Fire Chief and employees must safeguard the cell phone and if damage occurs to a personal cell phone due to a work related incident, the Village will replace the phone up to a maximum amount of \$100.

2.5 If damage occurs to a Village-owned cell phone, the cost of replacement may be the responsibility of the employee.

2.6 Replacement of personal cell or Village-owned phones due to negligence of the CAO, Fire Chief or employee will not be paid for by the Village.

2.7 On-call employees must keep the phone on 24 hours a day, until their on-call duties are finished.

2.8 The use of cell phones for personal use while working should be minimized, unless those calls are urgent.

3.0 End of Procedure.

Policy

The Village of Innisfree recognizes the need to have and to provide for wireless communication in the workplace.

Purpose

The purpose of this policy is to set guidelines and standards regarding wireless communication and cell phone devices for CAO and staff which include the Public Works Foreman.

This policy is to provide Staff of the Village of Innisfree with options relating to wireless and cell phone devices to be used for Village related work and for personal use.

This Policy supersedes any previous Village of Innisfree Cell phone and Administration Policies.

1.0 DEFINITIONS

1.1 "Cell Phone" shall mean any device capable of accessing, sending or receiving messages, or other information, either verbally, or in written form.

1.2 "Chief Administrative Officer": shall mean a person appointed to the position by Council and may be abbreviated as 'CAO.'

1.3 "Council" shall mean the current elected officials of the Village of Innisfree.

1.4 "Hands-free device": any accessory enabling wireless communication device usage without requiring the operator's hands.

1.5 "Mobile equipment": any equipment that carries an operator and can be set in motion by operator action. Cars, trucks, backhoes, loaders, RTV's, or mowers.

1.6 "Official Use": municipal business, which relates to the official duties of the employee.

1.7 "Personal Use": calls which do not relate to the official duties of the employee.

1.8 "Public Works Foreman" means the individual hired by the Municipality to perform public utility services for the Village.

**Village of Innisfree
Procedure No: 1200-01**

Cell Phone Policy

1.9 "Staff": shall mean any full-time person working for the Village of Innisfree who requires a cell phone to conduct their daily business on behalf of the Village, and/or who is in an on-call position.

1.10 "Village": shall mean the Village of Innisfree, its employees, or its duly authorized representatives.

1.11 "Wireless communication device (digital or analog)": any device capable of accessing, sending or receiving messages, or other information, either verbally, or in written form. This includes cellular phones, smart phones, blackberries, personal digital assistants (PDAs) etc.

2.0 PROCEDURES

2.1 The CAO and the Public Works Foreman will be provided a Village-owned cell phone with a service plan approved by the CAO.

2.2 Alternatively, the Village will provide a flat fee reimbursement of \$50 per month for individual's personal cell phone usage.

2.3 A proper carrying case is required for the cell phone to alleviate damages that could be caused by work related duties. The Village will provide the first case only.

2.4 The CAO and employees must safeguard the cell phone and if damage occurs to a personal cell phone due to a work-related incident, the Village will replace the phone up to a maximum amount of \$100.

2.5 If damage occurs to a Village-owned cell phone, the cost of replacement may be the responsibility of the employee.

2.6 Replacement of personal cell or Village-owned phones due to negligence of the CAO or employee will not be paid for by the Village.

2.7 On-call employees must keep the phone on 24 hours a day, until their on-call duties are finished.

2.8 The use of cell phones for personal use while working should be minimized, unless those calls are urgent.

3.0 End of Procedure.

Request for Decision (RFD)

Topic: Public Participation Policy 11100-06 Review
Initiated by: Administration
Attachments: Public Participation Policy 1100-06

Purpose(s):

1. To review Public Participation Policy 1100-06 pursuant to Policy directives.

Background:

1. The Public Participation Policy is scheduled for a review every four years; the most recent review was April 17, 2018.

Key Issues/Concepts:

1. Administration reviewed the policy and have no recommendations for amendments.
2. Several minor typographical errors (capitalization of CAO) have been corrected in the Policy text.

Options:

1. That Council endorse Public Participation Policy 1100-06 as amended.
2. That Council direct Administration in another manner.

Financial Implications:

1. None identified.

Relevant Policy/Legislation:

1. *MGA* s. 216.1

Political/Public Implication(s):

1. None identified.

Recommendation:

1. That Council endorse Public Participation Policy 1100-06 as amended.

PUBLIC PARTICIPATION POLICY

I. PURPOSE AND APPLICATION

In accordance with Section 216.1 of the *Municipal Government Act*, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements of the *Municipal Government Act*.

II. GENERAL POLICY PRINCIPLES

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

- 1) Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
- 2) Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
- 3) Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participation; and
- 4) Recognizing that although Councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required may enrich the decision making process.

III. DEFINITIONS

- 1) **“Chief Administrative Officer”** means the Chief Administrative Officer of the municipality or their delegate.
- 2) **“Municipal Stakeholders”** means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
- 3) **“Municipality”** means the Village of Innisfree.
- 4) **“Public Participation”** includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.

- 5) **“Public Participation Plan”** means a plan which identifies which Public Participation Tools are to be used to obtain public input in a particular circumstance.
- 6) **“Public Participation Tools”** means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:
 - a) in-person participation which may include at-the-counter interactions, door-knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
 - b) digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
 - c) written participation which may include written submissions, email, and mail-in surveys, polls and workbooks; and
 - d) representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

IV. POLICY RESPONSIBILITIES

1) Council Responsibilities

- a) Council shall:
 - i. review and approve Public Participation Policy Plans developed by the Chief Administrative Officer in accordance with this Policy or as directed by Council;
 - ii. consider input obtained through Public Participation; and
 - iii. review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation.

2) Administration Responsibilities

- a) The Chief Administrative Officer shall:
 - i. in accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
 - ii. implement approved Public Participation Plans; and

- iii. report the findings of the Public Participation to Council.

V. PUBLIC PARTICIPATION OPPORTUNITIES

- a) The Chief Administrative Officer may develop and implement a Public Participation Plan in the following circumstances:
 - i. when new programs or services are being established;
 - ii. when existing programs and services are being reviewed;
 - iii. when gathering input or formulating recommendations with respect to budget;
 - iv. when gathering input or formulating recommendations with respect to the Municipality's strategic plans or business plans; and
 - v. as otherwise directed by Council.

VI. POLICY EXPECTATIONS

1) Legislative and Policy Implications

- a) All Public Participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
- b) All Public Participation will be undertaken in accordance with all existing municipal policies.
- c) This policy will be available for public inspection and may be posted to the Municipality's website.
- d) This Policy will be reviewed at least once every four years.

2) Public Participation Standards

- a) Public Participation will be conducted in a sustainable and inclusive manner having regard to different levels of accessibility.

- b) Public Participation activities will be conducted in a professional and respectful manner.
- c) Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.

VII. REPORTING AND EVALUATION

- a) Information obtained in Public Participation will be reviewed by the Chief Administrative Officer and a report shall be provided to Council.
- b) The report shall include, at minimum, the following:
 - i. an overview of the Public Participation Plan and how it was developed;
 - ii. an assessment of the effectiveness of the Plan based on the level of engagement and the quality of input;
 - iii. a summary of the input obtained; and
 - iv. may include recommendations for future Public Participation Plans.
- c) Reports shall be provided to Council for review.

Request for Decision (RFD)

Topic: Master Rates Bylaw 674-22

Initiated by: Administration

Attachments: Master Rates Bylaw 674-22
Master Rates Bylaw 663-21

Purpose(s):

1. To review the 2022 Master Rates for the 2022 Operating Period, and
2. To endorse a motion to approve the 2022 Master Rates Bylaw 674-22 with the disclosed amendments.

Background:

1. The Village of Innisfree Master Rates was previously reviewed on March 16, 2021.
2. Administration noted a few minor updates/changes to the 2022 Master Rates:
 - a. Record the GST applicability on specific rates for clarification.
 - b. Adding a Water CC Valve on/off Fee (pursuant to the Water & Wastewater Bylaw),
 - c. Amending the cost of Firewood for the 2022 Camping Season,
 - d. Amending Dog/Cat License Fees to comply with Canine & Feline Bylaws, as well to encourage residents to ensure their animals are spayed/neutered.
 - e. Removed Non-emergency Fire/Rescue Call-out Fee per the new agreement with the County.

Key Issues/Concepts:

1. The Bylaw amendment is being submitted to specifically address the Park Fees prior to the Park opening on May 1st, 2022. Additional Fees' amendments pertaining to budget decisions will be brought forward for further Master Rates Bylaw amendments at that time.
2. The existing Master Rates Bylaw does not provide clarity on the GST applied to various items.
3. Adding an On/Off Connection/Disconnection Fee to the Bylaw provides compliance with the existing Water & Wastewater Bylaw.
4. Firewood Sales will be updated at the Park this year, per the Auditor's recommendations regarding the control and sale of the product. Pre-bagged/measured firewood bundles will be sold, which will enable the Manager to track the inventory.
5. Amendment to the Canine and Feline Licensing Fees are presented with different fees dependent on the neutering/spayed status of the animal. This is meant to encourage Owners to spay/neuter their animals and hopefully reduce the number of stray animals.
6. The other proposed amendment to the Bylaw Enforcement section of the Fees is the Replacement Tags for *both* Canines and Felines, with a flat fee of \$10.

Options:

1. That Council provide final readings to Master Rates Bylaw 674-22 at this meeting.
2. That council provide final readings to Master Rates Bylaw 674-22 with amendments, at this meeting.
3. That Council direct Administration in another manner regarding the Master

Financial Implications:

1. Clarification of the GST will ensure the Village is in compliance with CRA.
2. Tracking/cost recovery of firewood supply at the Park will be improved, per Auditor recommendations.

Relevant Policy/Legislation:

1. MGA, c.M-26 RSA 2000
2. Village of Innisfree Strategic Plan

Political/Public Implication(s):

None identified.

Recommendation:

That Council provide final readings to Master Rates Bylaw 674-22 at this meeting.

MASTER RATES BYLAW 674-22

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR 2022 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 2022 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 **May 1, 2022** upon the third and final reading thereof.

Bylaw **663-21** is hereby rescinded.

Read a FIRST time this 19th day of April, 2022.

Read A SECOND time this 19th day of April, 2022.

And with UNANIMOUS CONSENT of Council, read a THIRD time and FINALLY passed this 19th day of April, 2022.

Mayor J. Johnson

Chief Administrative Officer, B. Magosse

**SECTION 12
ADMINISTRATION AND GENERAL SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$ 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> .

GST will be applied to all prices within Administration and General Services, unless otherwise stated

**SECTION 20
PROTECTIVE SERVICES**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$250.00	Non-Emergency Fire & Rescue Call-Out
Billable at cost recovery + \$10/day +10% Administration Fee	Impoundment Fee for Vehicle Stored by the Village <i>*GST Will Apply*</i>
As set by contractor	Animal Impoundment Fee (per day, per animal) <i>*GST Will Apply*</i>
\$20.00 \$15.00	Annual Spayed/Neutered Dog License purchased on or before January 31 st of the current year
\$20.00	Annual Non-Spayed/Neutered Dog License purchased on or before January 31st of the current year
\$ 30.00	Annual Dog License purchased after January 31 st of the current year
\$ 15.00	Annual Spayed/Neutered Cat License purchased on or before January 31 st of the current year
\$20.00	Annual Non-Spayed/Neutered Cat License purchased on or before January 31st of the current year
\$ 30.00	Annual Cat License purchased after January 31 st of current year
\$ 10.00	Replacement Tag for Dog or Cat Tag
\$ 25.00	Annual Business License for Resident
\$ 40.00	Annual Business License for Non-Resident
\$100.00	Annual Peddler License Fee
\$ 50.00	Monthly Peddler License Fee
\$ 25.00	Weekly Peddler License Fee
\$ 5.00	Daily Peddler License Fee

All prices within Protective Services are GST Exempt, unless otherwise stated

**SECTION 30
EQUIPMENT AND PUBLIC WORKS SERVICES**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$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
\$50.00/day	Dump Trailer (\$100.00 refundable damage deposit is required before rental of dump trailer)

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

GST will be applied to all prices within Equipment & Public Works, unless otherwise stated

**SECTION 40
ENVIRONMENTAL UTILITY SERVICES**

MONTHLY FEE/CHARGE

SERVICE/GOODS

WATER SERVICES

Non-Metered Fees:

\$ 33.00
\$ 44.00

Residential – Non-metered Water Fee
Commercial – Non-metered Water Fee

Metered Fees:

\$4.12 per m³

Consumption Rate

\$13.00
\$25.00

Residential Monthly Base Fee + Consumption
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
\$ 34.00
\$ 47.00
\$425.00
\$225.00
\$115.00
\$ 17.25

Residential
Small Commercial
Large Commercial
Petro-Can Complex
Institutional
Four-Plex Units
Community Organizations

JOINT LANDFILL REMEDIATION PROJECT

\$12.00
\$15.00
\$20.00
\$ 7.50

Residential
Commercial
Institutional
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

STORMWATER SEWER SERVICES

\$3.39	Storm Water Infrastructure Renewal Fee
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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 *GST Will Apply*
Per Contract costs for new meter installation	Water Meter Change-out request if meter tests as accurate *GST Will Apply*
\$ 30.00	Connection Fee for new owner (name change)
\$ 500	Connection Fee for new construction
\$ 4.95/m ³ + \$50/month Base Fee	Water Services during new construction
\$ 50.00	CC Valve On/Off Fee

All prices within Environment Utility Services are GST Exempt, unless otherwise stated

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
	GST Will Apply
\$100.00	Subdivision Application (per lot)
\$ 50.00	Subdivision Endorsement (per lot)
\$100.00	Subdivision and Development Appeal (non-refundable)

All prices within Planning, Subdivision and Development & Assessment Appeal are GST Exempt, unless otherwise stated

**SECTION 70
PARKS AND RECREATION**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$ 25.00	Non-Powered Camping Site
\$ 30.00	Powered Camping Site
\$ 100.00	Weekly Non-Powered Camping Site
\$ 150.00	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)
\$ 10.00	Firewood (per Wheelbarrow)
\$ 20.00	Firewood (per bundle)
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)

All campground prices include GST

MASTER RATES BYLAW 663-21

**A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR
2020 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 2021 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.

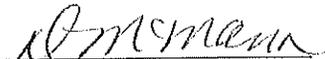
This bylaw shall come into full force and have effect April 1, 2021 upon the third and final reading thereof.

Bylaw 649-20 is hereby rescinded.

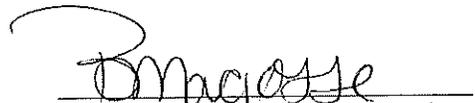
Read a FIRST time this 16th day of March, 2021

Read A SECOND time this 16th day of March, 2021

And with UNANIMOUS CONSENT of Council, read a THIRD time and FINALLY passed this 16th day of March, 2021.



Mayor



Chief Administrative Officer

**SECTION 12
ADMINISTRATION AND GENERAL SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$ 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> .



**SECTION 20
PROTECTIVE SERVICES**

FEE/CHARGE

SERVICE/GOODS

\$250.00

Non-Emergency Fire & Rescue Call Out

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

Impoundment Fee for Vehicle Stored by the Village

As set by contractor

Animal Impoundment Fee (per day, per animal)

\$ 20.00

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

\$ 30.00

Annual Dog License purchased after January 31 of
the current year

\$ 20.00

Annual Cat License Fee

\$ 30.00

Annual Cat License purchased after January 31 of
current year

\$ 7.50

Replacement Tag for Dog or Cat Tag

\$ 25.00

Annual Business License for Resident

\$ 40.00

Annual Business License for Non-Resident

\$100.00

Annual Peddler License Fee

\$ 50.00

Monthly Peddler License Fee

\$ 25.00

Weekly Peddler License Fee

\$ 5.00

Daily Peddler License Fee

**SECTION 30
EQUIPMENT AND PUBLIC WORKS SERVICES**

<u>FEE/CHARGE</u>	<u>SERVICE/GOODS</u>
\$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
\$50.00/day	Dump Trailer (\$100.00 refundable damage deposit is required before rental of dump trailer)

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

**SECTION 40
ENVIRONMENTAL UTILITY SERVICES**

MONTHLY FEE/CHARGE

SERVICE/GOODS

WATER SERVICES

Non-Metered Fees:

\$ 33.00
\$ 44.00

Residential – Non-metered Water Fee
Commercial – Non-metered Water Fee

Metered Fees:

\$4.12 per m³

\$13.00
\$25.00

\$45.00

\$15.00

Consumption Rate

Residential Monthly Base Fee + Consumption
Commercial Monthly Base Fee + Consumption

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

ACE Reserve Fund (all accounts)

SOLID WASTE MANAGEMENT

\$ 29.25
\$ 34.00
\$ 47.00
\$425.00
\$225.00
\$115.00
\$ 17.25

Residential
Small Commercial
Large Commercial
Petro-Can Complex
Institutional
Four-Plex Units
Community Organizations

JOINT LANDFILL REMEDIATION PROJECT

\$12.00
\$15.00
\$20.00
\$ 7.50

Residential
Commercial
Institutional
Community Organizations

DM

SANITARY SEWER SERVICES

\$ 21.50	Residential
\$ 34.25	Commercial
\$ 88.00	Four-Plex Units
\$145.00	Institutional
\$ 77.00	Restaurants
\$ 17.00	Community Organizations

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
\$ 30.00	Connection Fee for new owner (name change)
\$500.00	Connection Fee for new construction
\$4.95/m ³ + \$50/month Base Fee	Water Services during new construction

**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)

Handwritten signature

**SECTION 70
PARKS AND RECREATION**

FEE/CHARGE

SERVICE/GOODS

\$ 25.00	Non-Powered Camping Site
\$ 30.00	Powered Camping Site
\$ 100.00	Weekly Non-Powered Camping Site
\$ 150.00	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)
\$ 10.00	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)

**All campground prices include GST.*

Request for Decision (RFD)

Topic: Flashing Pedestrian Beacons Application - RFD
Initiated by: Innisfree Delnorte School Parent Council
Attachments: 1. Excerpt of a notice received by the School Council from AB Transportation
2. Alberta Transportation – Roadside Development Application – by the School Parent Council
3. Alberta Transportation Bulletin – Beacons Regulations
4. Nov.8, 2021 – Copy of Letter from Parent Council addressed by Council

Purpose(s):

1. To review a second request from the Innisfree Delnorte School Council for the application of Flashing Pedestrian Beacons at the intersection of Highway 870 and 48th Avenue.
2. To review the Council Procedural Bylaw to re-address a Council decision from the November 16, 2021, Council meeting.

Background:

1. Council addressed a Parent Council request for both a Speed Feedback sign and a Flashing Pedestrian Crossing sign in the November 16, 2021, Regular Council meeting. (See attached Parent Council letter dated November 8, 2021.) The following motion was endorsed by Council:

“DRIVER FEEDBACK SIGNAGE:

2021-11-16/07

Moved by Clr. McMann that Council direct Administration to complete a Government of Alberta application for the installation of a Driver Feedback Sign, south of the School zone on Secondary Highway 870 in Innisfree.”

2. The Village Roadside Development Application for a Driver Feedback Sign was approved January 14, 2022, with notification from Alberta Transportation that the Village was responsible for all costs associated with the purchase, installation and maintenance thereof.
3. Quotations received for the purchase & installation of the Driver Feedback signage range from \$3,200 to \$5,000 (rental of required equipment/contractor to install the sign, per the approved Roadside Development Permit have not been included.)

Key Issues/Concepts:

1. Per Council Procedural Bylaw 656-20, to reconsider or rescind a motion, Council is required to address the re-introduction of a topic according to the following Bylaw procedures:

Bylaw 656-20:

18.11 Reconsideration

18.11.1 *A motion that has been approved for reconsideration and passes, automatically suspends the previous motion.*

18.12 Rescinding Motions

18.12.1 *A motion to rescind a previous motion may be accepted by the Chair under special circumstances and if passed by a majority vote of members present, the previous motion is declared null and void.*

2. With Council approval of the Traffic Bylaw, the installation of the Driver Feedback sign, the various Traffic Control Devices, it is anticipated that traffic compliance will be substantially increased/improved both within the Village and especially within the School Zone.
3. Costs associated with the various actions Council has approved include:
 - a. Driver Feedback Sign: +\$3,200 to +\$5,000
 - b. TCD's: \$1,260 + Signposts & attachments.
4. With the implementation of the Traffic Bylaw, the updated signage, the new Driver Feedback sign and with the administration of an advertising blitz on the new signage on the website, FB page and in the Innisfree Informer, a determination of the effectiveness of the new processes should be considered prior to inputting additional signage and outflow of additional municipal finances.
5. This timeline would allow for the collection of traffic information to determine the effectiveness of the new sign placements.

Financial Implication(s):

See Section 3 above.

Option(s):

1. As directed by Council.
2. Direct Administration to table the Innisfree Delnorte School Parent Council request for a flashing pedestrian beacon pending the outcomes/results of the implementation of TCD, including the Driver Feedback Sign following a two-month period of operation.
3. Direct Administration to table the Innisfree Delnorte School Parent Council request for a flashing pedestrian beacon for a different period of time.

Relevant Policy/Legislation:

1. *Municipal Government Act*, R.S.A 2000, c-M-26
2. *Alberta Traffic Safety Act*, R.S.A. 2000 c.T-6

RECOMMENDATION(s):

Direct Administration to table the Innisfree Delnorte School Parent Council request for a flashing pedestrian beacon pending the outcomes/results of the implementation of Traffic Bylaw 670-22 TCDs, including the Driver Feedback Sign following a two-month period of operation.

Good afternoon Naomi and my apologies for the delay on this response,

Our review of this request to install a set of pedestrian activated RRFB signs on Highway 870 at the Innisfree Delnorte School is now complete. Based on our analysis this location does not meet the minimum requirements to have these signs installed. As such Alberta Transportation will not be installing or contributing to the installation of these signs on Highway 870 at the school in Innisfree.

A permit would however be issued to the Village of Innisfree for the installation of these sign. The costs associated with the installation and ongoing operation of the signs would be the responsibility of the Village. Prior to working at Alberta Transportation I worked for the Town of Vermilion. From what I recall the cost to install a set of these sign was around \$12,000 - \$15,000 which included the signs, posts, lights, solar panel and installation. This was a few years ago so I am not sure on current pricing for materials or installation.

From here I would suggest that you contact with Brooke from the Village to discuss the application and the Villages involvement. An application from the Village of Innisfree would need to be resubmitted to Cindy for review.

Please let me know if you have any questions

Regards,

Derek Young, CET
Operations Manager
Alberta Transportation, Vermilion District
Government of Alberta

Office: 780-853-8182
derek.young@gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)

ROADSIDE DEVELOPMENT APPLICATION GENERAL INSTRUCTIONS

COMPLETE THE ATTACHED APPLICATION FORM -- please print. Indicate the development proposed and details of location, access, estimated cost (best estimate) etc, as required. Permits will be send out in digital format, please provide an email address where the permit can be sent.

PLEASE NOTE: A Roadside Development permit is required for all proposed developments, including change in use of existing buildings, construction of a new access, excavations and ground disturbances within **300 metres** of a highway right-of-way boundary or **800 metres** from the centre point of an intersection of the highway with another public road. If you are unsure please call the district office below and provide your legal land location for clarification.

The development may not proceed until a permit has been issued by Alberta Transportation subject to the provisions of Section 11 – 19 inclusive of the Highways Development and Protection Act, Chapter H-8.5 2004, amendments thereto, and the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto.

ACCESS - Direct highway access requests will be reviewed on a case by case where access is also available to the parcel via a local road that will be the preference. Typically when direct highway access is essential only one highway access per quarter section will be permitted.

SETBACK – Every proposal will be assessed on an individual basis and the setbacks determined after reviewing the specifics of the proposal and future highway improvement plans. In general minimum setback is **40 metres** from the highway right-of-way boundary or **10 meters** from a service road right of way, except where these distances must be increased to allow for highway widening.

VEGETATION — Installation of trees, hedges or shrubs within 30 metres from the highway right-of-way boundary, or 60 metres from the centre-line of the highway, whichever distance is greater, is prohibited without a roadside development permit.

APPLICATION : This form can be used for: structures, requesting a new access, gravel pits, ground disturbances, towers, agricultural buildings, dugouts, home based businesses, commercial operations, industrial structures/operations etc.

NOTE: there are separate application forms for **Signs / Utilities / Special Event Approvals**

Check website for more details: <https://www.alberta.ca/roadside-development-permits.aspx>

SITE PLAN – Include a site drawing or plan with your application that clearly shows the lot any existing development and proposed development labelled and citing setback from highway property line to the proposed development. Site drawing can be hand drawn, an aerial photo, or a real property report or engineered plan if available.

RETURN COMPLETED APPLICATIONS TO:

Email: Transdevelopmentvermillion@gov.ab.ca

Mailing Address:

Alberta Transportation
Attn: Vermilion District Development / Planning Tech.
#401, Provincial Building,
4920 - 51st.
Red Deer, Alberta T4N 6K8

Phone: 780.679.1770

OR (780)853.8178 - Vermilion District Office

Applicant's Name Innisfree Delnorte School Council

Mailing Address Box 189

City Innisfree Province AB Postal Code T0B 2G0

Phone # 780-632-1585 Fax # _____ Email naomifm.photographer@gmail.com

Landowner's Name Village of Innisfree
(if different from above)

Mailing Address Box 69

City Innisfree Province AB Postal Code T0B 2G0

Phone # 780-592-3886 Fax # 780-592-3729 Email cao@innisfree.ca

APPLICATION IS HEREBY MADE TO: (Please provide a description of the proposed development including all proposed above and below ground installations. Attach a written report if necessary.)

The school council is seeking a warrant for flashing pedestrian beacons on Hwy 870 at the North end of the Innisfree Delnorte School Zone. (at 53 street) Re Landowners name - not sure if the Village "owns" the Hwy land?

**NOTE: 1: Attach a plan showing in detail the location of all existing and proposed development.
2: Include the GPS Coordinates for any access installation proposals. (Decimal degrees, WGS-1984)**

Property Information

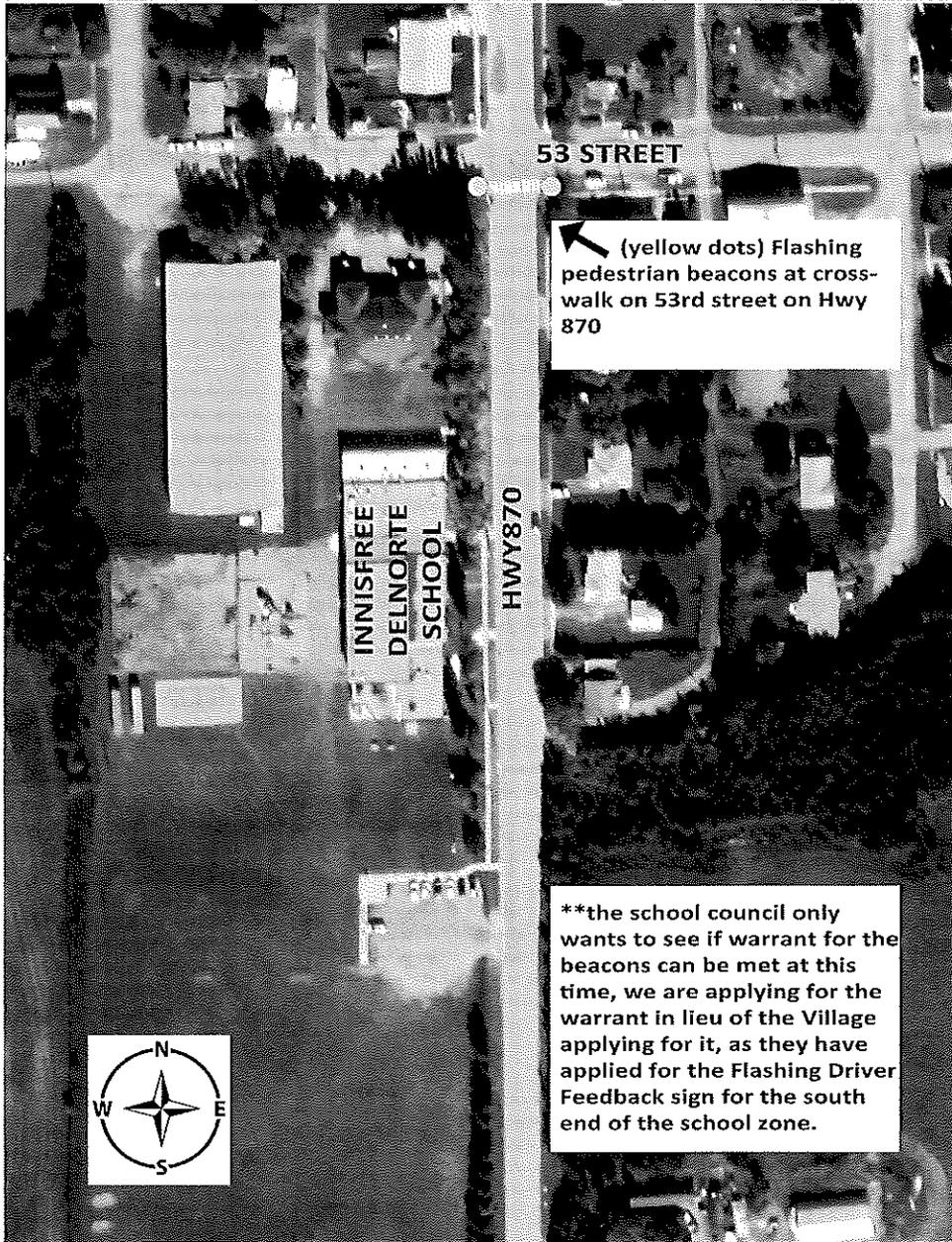
(NE, NW, SE, SW ¼)	Section	Township	Range	West of Meridian
Lot	Block	Plan Number	Parcel size (acres or hectares)	
870				
Highway No.	Distance of the proposed development to the highway right of way boundary.	General property location in relation to an urban municipality or other highway. (ie: 2 km east of ...)		

Name of Municipality	Existing / Proposed Land Use	Estimated cost of proposed development

It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that any work must not begin before a permit has been issued by Alberta Transportation. In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Alberta Transportation, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant also consents to a person designated by Alberta Transportation to enter upon land for the purpose of inspection during the processing of this application.

I _____ hereby certify that I am the registered owner
(print full name) I am authorized to act on the owner's behalf
and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application for Roadside Development.

(Signed) Naomi Foyster-Melnyk Digitally signed by Naomi Foyster-Melnyk
DN: cn=Naomi Foyster-Melnyk, o, ou,
email=naomifm.photographer@gmail.com, c=CA
Date: 2022.01.24 10:24:02 -07'00 (Date) _____



Note: distances may be shown in metres or feet.
GPS Coordinates should be indicated at the centre of the proposed access location.

SITE PLAN

Signature of Applicant: Naomi Foyster-Melnyk

Digital signed by Naomi Foyster-Melnyk
DN: cn=Naomi Foyster-Melnyk, o=Alberta Transportation, email=naomi.foyster@atn.ca, c=CA
Date: 2022.01.21 10:21:03 -0700

	BEACONS		Issued: JULY 2004
			Revised: DEC 2006
			Page 1 of 3
RECOMMENDED PRACTICES	PART	TRAFFIC SIGNALS	
	SECTION		
	SUB-SECTION		

General

Beacons, also referred to as flashers or flashing lights, are signals that flash amber or red, either at intersections or in advance of hazardous locations.

At such locations, drivers are required to stop, reduce speed and proceed with caution, or take greater care due to unusual or concealed roadway conditions.

Beacons alert drivers to physical obstructions in the roadway, pedestrian areas or hidden intersections, and become instrumental when regulatory or cautionary signs require greater visual conspicuity.

Beacons may effectively advise drivers to take action (e.g., prepare to stop for a changing signal).

Beacons appear in two functions:

Warning Beacons - flash continuously.

Control Beacons - flash intermittently (for a limited duration) and only when they are activated. The regulatory requirement or warning is not in effect if the beacon(s) is not flashing (e.g. pedestrian crossing).

The following guidelines provide details for the operation of warning and control beacons along provincial highways. They are not intended to provide warrants for installing beacons.

For specific warrants, users should consult the provincial guidelines, or in the absence of the provincial guidelines, the Manual of Traffic Control Devices for Canada (the MUTCDC).

Guidelines for Use

Warning Beacons

Beacons may be used as a supplementary warning device to draw the attention of approaching drivers to an important warning sign or hazard.

Beacons may be installed in the following situations:

- in conjunction with other regulatory or warning signs
- at divided highway transitions
- in advance of pedestrian areas.

Warning beacons normally consist of a flashing amber ball indication.

Typical applications of Warning Beacons include:

- Watch For Pedestrians on Highway (WC-2A)
- Keep Right Assembly (RB-25, beacons are mounted at the top of the sign)

Control Beacons

Control beacons may be used as a means of controlling traffic at locations where vehicles are required to stop, or take other regulatory action.

Control beacons may be installed in the following situations:

- in advance of traffic signals in conjunction with an advance signal warning sign

- at pedestrian crossings
- at railway crossings
- at vehicle inspection stations (VIS) stations where vehicles are required to report
- for overheight detection
- to indicate smoke ahead
- to indicate fog.

Control beacons, if used with warning signs, normally have a flashing amber ball indication. A flashing red ball indication is used exclusively with a Stop sign.

Typical applications of Control beacons include:

- Pedestrian Crossing (RA-5, RA-102, RA-102A, RA-103)
- Prepare to Stop (Traffic Signal Advance signs WB-5, WB-5A, WB-5-T)
- Railway Crossing Ahead (WB-6, WB-6A)
- Stop sign (RA-1, a single beacon is mounted at the top of the sign). The stop sign beacon is considered an exception among control beacons because it flashes continuously.

These signs may be found in the Alberta sign panel catalogue at the following address:

<http://www.transportation.alberta.ca/1842.htm>

Flashing Beacon Indications

Flashing beacons should operate continuously with flash rates as shown in Table 1.

Table 1
Flash Rate For Beacon Indications

Indication	Minimum Rate (Flash/min)	Maximum Rate (Flash/min)
Red Ball	50	60
Amber Ball	50	60

Dual Beacon Display

Signs may have two beacons that operate in a flashing mode. The display (i.e., alternating flash or simultaneous flash) in a two signal unit will depend on whether beacons have a control or warning function.

- Warning Beacons

Warning beacons with two signal sections should be wired with a single-circuit flasher so that the beacons on the sign will flash simultaneously.

The simultaneous flash has a warning function. It simply diverts the motorist's attention to a traffic control device.

- Control Beacons

Control beacons with two signal sections should be wired with a double-circuit flasher so that the beacons on the sign will flash alternatively. One beacon is energized, while the other is de-energized at a rate shown in Table 1.

The alternating flash has a "control" function requiring some action by the motorist (e.g., school bus, pedestrian crossing, advance warning, etc.).

Size of Beacons

Flashing beacons for vehicular traffic are normally round. Two sizes of lenses are used for signal displays: 200 mm and 300 mm. A 200 mm lens is considered to be a standard size, suitable for most beacon applications.

The 300 mm lens is recommended for traffic conditions requiring greater emphasis due to visibility problems or other geometric or operational constraints.

The following situations may warrant the use of the oversize beacon lens:

- specific problem locations, such as those with conflicting or competing background light, or
- increased visibility requirement as determined by an engineering study
- safety problems at Stop controlled intersections (e.g., oversize beacon is installed at the top of a Stop sign).

Innisfree Delnorte School Council
Box 189
Innisfree, AB T0B 2G0

Nov 8, 2021

Village of Innisfree
5116 50 Avenue
Innisfree, AB T0B 2G0

Mayor Johnson and Village Council,

We at Innisfree Delnorte School, and School Council are respectfully writing today to ask for the Village of Innisfree to aid us in applying to Alberta Transportation to obtain a Driver Feedback Sign (a flashing speed sign) to have installed in our school zone, to be located as vehicles enter our zone from the south, heading north on 870. In addition, we would like to see Rapid Flashing Pedestrian Beacons installed at the library end of the school zone.

We have noticed increased speeding through the school zone, before during and after school hours. We have also noticed an increase of large truck traffic, semi truck traffic, farm implements etc. coming through the school and playground zone. This is alarming to our school community and parents. It is only a matter of time before something tragic happens, and we feel that the installation of these items would help reduce the speeding and dangerous driving in our school zone. This will save lives.

We have received the following information from Alberta Transportation:

-Requests for this type of signage should come to Alberta Transportation from a Municipality expressing the concerns and that they support the request. The Municipality would also be responsible for the costs of installing and maintaining the infrastructure once installed.

-If the municipality agrees and supports the reasons and sends the request to Operations Manager – Vermilion, then there is an internal Department review and we look at the warrants.

-If the warrants are met then it is discussed as to who will be responsible for what costs.

It has been inferred but not promised that because this is a school zone, that responsibility for the cost of the signage itself might in fact be fully covered by transport. We will not know more regarding this until the internal dept review.

Will the Village of Innisfree support this request, and support the addition of these highly necessary items to our school zone? May we ask at this time that the Village apply for them on our behalf to get the process started, with our thanks?

If the Village requires assistance with the application, or any legwork needs to be done, I have a group of parents that can pitch in to aid in the process. Our goal is to see this application completed as soon as possible, as the alarming speeds we are seeing on 870 in the school zone is getting worse, despite the addition of signage reminders, reminders in the local newsletter and parents literally trying to flag speeding vehicles down as they pass our school.

With the costs of installation and maintenance of these items ultimately being the responsibility of the Village, according to transport, we are respectfully asking for the Village of Innisfree to agree to install and upkeep the products.

If you have any questions, comments or concerns, please reach out to either myself or Lisa Anderson. Our contact information is below.

Thank you very much for your assistance regarding this matter,

Naomi Foyster-Melnyk
Parent, Innisfree School Council
1-780-632-1585

Lisa Anderson
Parent, Innisfree School Council
1-780-632-5526

c/c Carmen Kassian
President, Innisfree School Council

Request for Decision (RFD)

Topic: Strategic Plan – 1st Quarter Report
Initiated by: Administration
Attachments: Village of Innisfree Strategic Plan – 1st Quarter Update

Purpose(s):

To provide Council a report for the 1st quarter of 2022, Strategic Plan for the Village of Innisfree.

Background:

1. The Village of Innisfree approved the Strategic Plan for the Village of Innisfree at the March 15, 2022 Regular Council Meeting.
2. The CAO is responsible to follow and maintain the Strategic Plan.

Key Issues/Concepts:

1. The Strategic Plan is a cornerstone document that guides the municipality forward. It includes the Village Mission statement: *“Innisfree, a progressive community supported by local partnerships – committed to better living.”*

Financial Implication(s):

None currently.

Option(s):

1. As directed by Council.
2. That Council approve the updated 1st quarter Strategic Plan as presented.

Relevant Policy/Legislation:

Political/Public Implication(s):

The upgraded Strategic Plan will provide important information to the public.

RECOMMENDATION(s):

That Council approve the 1st quarter of 2022 Strategic Plan as presented.

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #1 – Partnerships and Collaboration

<p>1.1 Continue partnership with Regional partners including the County of Minburn # 27, Town of Vegreville and Village of Mannville.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • County grader operators assisted the Village with snow & ice removal. • Regional ICP Orientation and workshop held on April 6 & 7, with all regional partners. • Village will continue to collaborate with Regional Partners in the future.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #1 – Partnerships and Collaboration

<p>1.2 Collaborate and show support for local organizations with the community (Ag Society, Ukrainian Dance, Library, Etc.)</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Mayor, Council and Senior Staff will attend the Innisfree Delnorte School Sustainability Committee’s event on April 14, 2022 to show support to our local school. • Village received a letter requesting financial support towards to rehabilitation of the Tennis Courts located behind the school. Administration will support the Innisfree Delnorte School Financial Society as much as possible. • Village of Innisfree will continue to collaborate and show support to the local organizations within the community. • Annual AGM for the Innisfree Fish & Game Association will be held on April 13, 2022. • Seniors Coffee is back on – Monday Mornings (9:00 AM). • Monday Night Fun Bingo held at the Innisfree Recreation Centre.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #1 – Partnerships and Collaboration

1.3 Continue to collaborate with our Local FCSS.	
1 st Quarter Update (Jan-Mar):	<ul style="list-style-type: none"> • MMI-FCSS Staff members attended the Regional ICP Orientation & Workshop held on April 6 & 7, 2022. • Village will ensure MMI-FCSS events are advertised on all social media platforms. • Village will continue to collaborate and advocate for the Local MMI-FCSS Department.
2 nd Quarter Update (April-June):	
3 rd Quarter Update (July – Sept):	
4 th Quarter Update (Oct – Dec):	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #2 –Safe, Healthy and Fun Community

<p>2.1 Support and advocate for local RCMP</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Local Crime Stats to be presented to Mayor and Council on a quarterly basis. • The Village of Innisfree will continue to seek support from our Local RCMP Detachment for various tasks (i.e. bylaw enforcement, attendance to events, parades, etc.) 	<p>2nd Quarter Update (April-June):</p>	<p>3rd Quarter Update (July – Sept):</p>	<p>4th Quarter Update (Oct – Dec):</p>
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Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #2 – Safe, Healthy and Fun Community

<p>2.2 Council to host events that promote the Village, but also involve the community (Canada Day, Pizza Nights. Etc.) <i>(Keeping in mind any Public Health restrictions and regulations.)</i></p>
<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • No events were hosted in this quarter due to public health restrictions. • Administration will continue to brainstorm ideas, for Councils consideration, for the second quarter (i.e. Canada Day Festivities, Pizza Night, etc.)
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #2 – Safe, Healthy and Fun Community

<p>2.3 Promote use of the Community Garden.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Advertisement for the Community Garden submitted in the March 2022 Issue of the Informer. • Administration will gather quotes for future additions to the Community Garden.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #2 – Safe, Healthy and Fun Community

<p>2.4 Council to continue to be an active member of the Yellowhead Health Advisory Council.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Village of Innisfree is currently an active member of the Yellowhead Health Advisory Council.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #3 – Ensure Viability

<p>3.1 Update the Municipal Viability Review reports including: a) 10–30-year Capital Plan that outlines infrastructure remediation requirements, and b) follow-up with Municipal Affairs on June 1st of each year, (2019-2023), to report task status per the timeline set out in Ministerial Order No. MSL:095/18.</p>	<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Administration to prepare documentation, for Council’s approval at the May 2022 Council Meeting.
<p>2nd Quarter Update (April-June):</p>	<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #3 – Ensure Viability

<p>3.2 Seek and secure Trading Programs/partners that will minimize/reduce Capital and Operating Expenditures for the Municipality (i.e. RMA, County of Minburn, Etc.)</p>	<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Active member of RMA. • A lot of cooperation with County of Minburn Public Works Department.
<p>2nd Quarter Update (April-June):</p>	
<p>3rd Quarter Update (July – Sept):</p>	
<p>4th Quarter Update (Oct – Dec):</p>	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #4 – Resident Communication and Engagement

<p>4.1 Hold at least one Public Meeting annually (preferably in June or November) in concert with the previous year's annual audit.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • No updates in this quarter. • 2021 Audit is complete. Council to set a date for Public Meeting in second quarter. 	
<p>2nd Quarter Update (April-June):</p>	
<p>3rd Quarter Update (July – Sept):</p>	
<p>4th Quarter Update (Oct – Dec):</p>	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #4 – Resident Communication and Engagement

<p>4.2 Ensure all Social Media is current and up to date (i.e. Website, Facebook Page, etc.)</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> All social media platforms remain current and up-to-date.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #4 – Resident Communication and Engagement

	<p>4.3 Promote monthly Council meeting highlights in the monthly Innisfree Informer Newsletter, Monthly Utility Newsletter as well as all social media sources in recognition of the Village’s Public Participation and Public Engagement Policies.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Administration will continue to promote monthly Council meeting highlights, as well as all Village related events, in the monthly Innisfree Informer, Monthly Utility Newsletters and on all social media sources per the Village’s Public Participation and Public Engagement Policies.
	<p>2nd Quarter Update (April-June):</p>
	<p>3rd Quarter Update (July – Sept):</p>
	<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #5 – Promotion of the Community

<p>5.1 – Ensure Birch Lake Campground & Innisfree Recreation Park has adequately trained staff in place to properly maintain the site and to ensure it remains a viable resource for our community and is welcoming to tourists.</p>	<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Interviews for the Recreation Park Manager were conducted. A Park Manager has been selected and will start May 1, 2022. • Health and safety related training will be offered, as well as training on the Camp Reservation Campground will be offered as well. • Carbon Copy receipt books have been ordered and will be used for "walk-in" type transactions. • Quotes for Firewood have been received in preparation for opening day.
<p>2nd Quarter Update (April-June):</p>	
<p>3rd Quarter Update (July – Sept):</p>	
<p>4th Quarter Update (Oct – Dec):</p>	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #5 – Promotion of the Community

<p>5.2 – Ensure Tax Forfeiture Properties are advertised and offered for sale, to improve the Village of Innisfree’s property assessment values and to encourage future economic development.</p>	<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Walk through of Tax Forfeiture properties conducted on March 22, 2022. • Administration has contacted a local realtor, and will ensure Tax Forfeiture properties are listed and offered for sale.
<p>2nd Quarter Update (April-June):</p>	
<p>3rd Quarter Update (July – Sept):</p>	
<p>4th Quarter Update (Oct – Dec):</p>	

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #5 – Promotion of the Community

<p>5.3 – Cooperate and coordinate with business development and to promote the Village’s Business Incentive Policy.</p> <p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • Village of Innisfree will continue to cooperate and coordinate with business development and promote the Village’s Business Incentive Policy. • Development Permit Received on March 28, 2022; The Policy was provided to this applicant.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Schedule "A"
2022 Tactical Plan
1st Quarter Update

Approved On:
 Motion No.:

Strategic Priority #5 – Promotion of the Community

<p>5.4 – To ensure Innisfree Museum is properly maintained to ensure it remains a viable resource for our community and is welcoming to tourists.</p>
<p>1st Quarter Update (Jan-Mar):</p> <ul style="list-style-type: none"> • The Village of Innisfree will continue to ensure the Museum is properly maintained to ensure it remains a viable resource for our community.
<p>2nd Quarter Update (April-June):</p>
<p>3rd Quarter Update (July – Sept):</p>
<p>4th Quarter Update (Oct – Dec):</p>

Request for Decision (RFD)

Topic: Appointment of Development Authority
Initiated by: Administration
Attachments: Development Authority Bylaw 642-19

Purpose(s):

To endorse the appointment of CAO Magosse as the Development Authority for the Village of Innisfree.

Background:

1. Pursuant to Section 623 of the *Municipal Government Act* (MGA), the authority to exercise development powers and duties under the Land Use Bylaw is vested in the person or persons appointed by Council resolution.
2. The duly Appointed person or body may be a designated officer, a municipal planning commission or any other person or organization authorized to exercise development powers and perform duties on behalf of the Village.
3. As stated in Land Use Bylaw 628-17, the Development Authority:
 - a. shall consider and decide upon development permit applications;
 - b. shall keep and maintain for the inspection of the public during office hours a copy of this Bylaw and all amendments thereto and ensure that copies of same are available to the public at a reasonable charge;
 - c. shall make available for inspection by the public during office hours a register of all applications for development permits and the decisions made thereon;
 - d. shall collect fees according to the governing Land Use Bylaw Fee Schedule as amended from time to time by resolution of Council;
 - e. shall be declared to be the designated officer for the purposes of Section 542 of the Act; and
 - f. may sign on behalf of the Development Authority, any order, decision, approval, notice, or other thing made or given by it.

Key Issues/Concepts:

1. Upon reviewing the Regular Council minutes, it has been determined that an appointment of a Development Authority was never passed by Council for the Village of Innisfree.
2. Chief Administrative Officer has assumed the responsibility as the Development Authority to date.
3. In order to meet the requirements, set out in the *Municipal Government Act*, as well as Development Authority Bylaw 649-19, Administration recommends the approval of the appointment of CAO Magosse as the Development Authority for the Village of Innisfree.

Financial Implication(s):

None currently.

Option(s):

1. As directed by Council.
2. That Council appoint CAO Magosse as the Development Authority for the Village of Innisfree.

Relevant Policy/Legislation:

1. MGA s. 623
2. Land Use Bylaw 628-17
3. Strategic Plan Priority # 2; Safe, Healthy & Fun Community

Political/Public Implication(s):

1. None identified.

RECOMMENDATION(s):

1. That Council appoint CAO Magosse as the Development Authority for the Village of Innisfree.

VILLAGE OF INNISFREE

BYLAW NO 642-19

WHEREAS pursuant to the *Municipal Government Act (MGA)*, R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, Council must by bylaw provide for a Development Authority to exercise development powers and duties on behalf of the Village of Innisfree;

NOW THEREFORE, pursuant to section 624 of the *MGA*, the Council of the Village of Innisfree, duly assembled, enacts as follows:

SHORT TITLE

This bylaw shall be cited as “**Development Authority Bylaw**”

DEFINITIONS

In this bylaw, unless the context otherwise requires:

1. “**Council**” means Council of the Village of Innisfree;
2. “**Land Use Bylaw**” means the Village of Innisfree Land Use Bylaw, as adopted and amended from time to time;
3. “**Chief Administrative Officer**” means the Chief Administrative Officer of the Village of Innisfree;
4. “**Development Authority**” means a Development Authority established pursuant to Section 624 of the *MGA*;
5. “**Development Officer**” means a designated officer who is appointed by resolution of Council and who exercises powers and performs duties on behalf of the Village of Innisfree;
6. “**MGA**” means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended;
7. “**Person**” means an individual, partnership, corporation, trustee, executor, or administrator;
8. “**Village**” means the Village of Innisfree.

BYLAW NO 642-19

GENERAL

9. Pursuant to Section 624 of the *MGA*, the authority to exercise development powers and duties under the Land Use By-Law is vested in the person or persons appointed by Council resolution.
10. The duly appointed person or body may be a designated officer, a municipal planning commission or any other person or organization authorized to exercise development powers and perform duties on behalf of the Village;
11. The Development Authority shall:
- (a) receive, consider and decide on applications for a development permit, and
 - (b) make available for inspection:
 - (i) a copy of this Bylaw, and
 - (ii) a register of all applications including the decisions rendered on them and the reasons therefor, and
 - (c) ensure that copies of this Bylaw can be accessed by the public at a reasonable cost, and
 - (d) carry out the duties prescribed in the *MGA* or, designate a person to do the same, and
 - (e) perform such duties as established to enforce this Bylaw in conformance with the *MGA*.
12. For the purposes of section 542 of the Act, the Development Authority is hereby declared to be an authorized person of the Council.

FEES

13. Fees for development applications and any other fees associated with the development process will be as established in the Village's Master Rates Bylaw, as amended from time to time.

VILLAGE OF INNISFREE

BYLAW NO 642-19

EFFECTIVE DATE

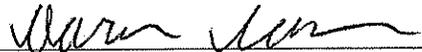
1. This Bylaw shall come into effect upon third and final reading.

READ a First time this 23rd day of September, 2019.

READ a Second time this 23rd day of September, 2019.

UNANIMOUS CONSENT FOR THIRD AND FINAL READING.

READ a Third time this 23rd day of September, 2019.



Mayor



Chief Administrative Officer

Request for Decision (RFD)

Topic: Appointment of Member to Subdivision & Development Appeal Board
Initiated by: Administration
Attachments: Subdivision & Development Appeal Board Bylaw 661-20

Purpose(s):

To endorse a motion to appoint Mayor Johnson as a member to the Subdivision & Development Appeal Board (SDAB) for the Village of Innisfree.

Background:

1. Pursuant to Section 623 of the *Municipal Government Act* (MGA), the authority to exercise subdivision powers and duties on behalf of the municipality is vested in the person or persons appointed by Council resolution.
2. The Subdivision and Development Appeal Board shall consist of three (3) members appointed by resolution of Council. A maximum of one (1) member shall be appointed from Council. A minimum of two (2) members shall be appointed from the public at large.

Key Issues/Concepts:

1. November 17, 2020, Council endorsed a motion approving B. Magosse as the Clerk and A. Cannan as a member, pursuant to Subdivision & Development Appeal Board Bylaw 661-20.
2. Motion 2020-11-17/11 reads as follows:
“Moved by Councillor Oudshoorn that Brooke Magosse be appointed as the Clerk for the Village of Innisfree’s Subdivision Development and Appeal board, in accordance with Section 20 of Subdivision Development and Appeal Board Bylaw 661-20. Further, that Aaron Cannan be appointed as a Member of the Village of Innisfree’s Subdivision Development and Appeal Board in accordance with Section 4 of Subdivision Development and Appeal Board Bylaw 661-20. Furthermore, that Council direct Administration to advertise, in the local newspaper and social media, for two (2) members at large, in accordance with Section 4 of Subdivision Development and Appeal Board Bylaw 661-20.”
3. In order to meet the requirements, set out in the *Municipal Government Act*, as well as Subdivision & Development Appeal Board Bylaw 661-20, Administration recommends the appointment of Mayor Johnson as a member, pursuant to Subdivision & Development Appeal Board Bylaw 661-20 for the Village of Innisfree.
4. Mandated training has been taken by Mayor Johnson.

Financial Implication(s):

None currently.

Option(s):

1. As directed by Council.
2. That Council appoint Mayor Johnson as a member of the SDAB pursuant to Subdivision & Development Appeal Board Bylaw 661-20.

Relevant Policy/Legislation:

1. MGA S. 623
2. SDAB Bylaw 661-20
3. Strategic Plan Priority # 2; Safe, Healthy & Fun Community

Political/Public Implication(s):

1. None identified.

RECOMMENDATION(s):

1. That Council appoint J. Johnson as a member of the SDAB pursuant to Subdivision & Development Appeal Board Bylaw 661-20.

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

WHEREAS Section 627 of the *Municipal Government Act* (MGA), R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, requires that a Municipal Council establish a Subdivision and Development Appeal Board by bylaw.

NOW THEREFORE the Council of the Village of Innisfree, duly assembled, enacts as follows:

1. This Bylaw may be cited as the "Subdivision and Development Appeal Board Bylaw".

Definitions

2. In this bylaw:

- a. "Appellant" means a person who, pursuant to the *MGA*, has served a notice of appeal on the Subdivision and Development Appeal Board.
- b. "Council" means the Council of the Village of Innisfree.
- c. "Development Application" means an application made to the Development Authority in accordance with the Village of Innisfree Land Use Bylaw, as amended or replaced from time to time, for the purpose of obtaining a development permit.
- d. "Development Authority" means the persons established under the Development Authority Bylaw No. 542-19 to perform the functions of a development authority under the *MGA*.
- e. "Development Permit" means a document authorizing a development issued in accordance with the Village of Innisfree Land Use Bylaw.
- f. "Land Use Bylaw" means the Village of Innisfree Land Use Bylaw, as adopted and amended from time to time;
- g. "MGA" means the *Municipal Government Act*, R.S.A. 2000, being Chapter M-26, as amended.
- h. "Minister" means the Minister of Alberta Municipal Affairs.

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

- i. "Subdivision Authority" means the persons established under the Village of Innisfree Subdivision Authority Bylaw No. 643-19 to perform the functions of a subdivision authority under the *MGA*.
- j. "Subdivision and Development Appeal Board" means the board established to hear development and subdivision appeals, pursuant to this Bylaw.
- k. "Subdivision and Development Appeal Board Clerk" means the person appointed to the position of Clerk as established under this Bylaw.
- l. "Village" means the Village of Innisfree, in the Province of Alberta.

Establishment and Membership

- 3. The Subdivision and Development Appeal Board of the Village of Innisfree is hereby established.
- 4. The Subdivision and Development Appeal Board shall consist of three (3) members appointed by resolution of Council. A maximum of one (1) members shall be appointed from Council. A minimum of two (2) members shall be appointed from the public at large.
- 5. No person who is an employee of the Village or who is a Development Authority or a Subdivision Authority for the Village, or who is appointed as a Clerk of the Subdivision and Development Appeal Board, or who is a member of a Municipal Planning Commission shall be appointed to the Subdivision and Development Appeal Board.
- 6. Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of the Council.
- 7. Council may remove a member from the Subdivision and Development Appeal Board by resolution at any time.
- 8. Under extraordinary circumstances, such as when a large number of members of the Subdivision and Development Appeal Board may have a potential conflict of interest, the Council may appoint additional members of the Subdivision and Development Appeal Board for a specific, short period of time, as the Council sees fit, in order to attempt to ensure that the Subdivision and Development Appeal Board will have a quorum for a meeting or a hearing.

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

9. If a member misses three consecutive meetings or hearings of the Subdivision and Development Appeal Board, Council will be notified.

Term of Office

10. Subject to Sections 6, 7, 8 and 9 of this bylaw, each member of the Subdivision and Development Appeal Board shall be appointed at the pleasure of the Council for a term to be determined by Council and may be reappointed upon the expiry of the term at the pleasure of the Council.
11. Where a member of Council is appointed as a member of the Subdivision and Development Appeal Board, their appointment shall terminate upon their ceasing to be a member of the Council.

Chairperson

12. The Subdivision and Development Appeal Board shall appoint a Chairperson by vote of the majority of the members.
13. A member may be re-elected to the position of Chairperson.
14. The Chairperson shall preside at the meetings of the Subdivision and Development Appeal Board.

Vice-Chairperson

15. A Vice-Chairperson shall be elected at the same time and under the same rules as the Chairperson.
16. A member may be re-elected to the position of Vice-Chairperson.
17. The Vice-Chairperson shall preside at the meetings of the Subdivision and Development Appeal Board in place of the Chairperson if the Chairperson, for any reason, does not preside at the meeting.
18. In the absence of the Chairperson and the Vice-Chairperson, one of the other members of the Subdivision and Development Appeal Board shall be elected to preside.

Clerk of the Subdivision and Development Appeal Board

19. Pursuant to Section 210(1) of the *MGA*, the position of designated officer for the limited purpose of carrying out the function of the Clerk to the Subdivision and Development



VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

Appeal Board is hereby established ("Subdivision and Development Appeal Board Clerk").

20. The Subdivision and Development Appeal Board Clerk shall be appointed by resolution of Council and shall not be a member of the Subdivision and Development Appeal Board.
21. The Subdivision and Development Appeal Board Clerk shall have responsibilities and functions including the following:
 - a. Makes and keeps a record of the Subdivision and Development Appeal Board proceedings which may be in the form of a summary of the evidence presented at a hearing.
 - b. Ensures statutory notices and decisions of the Subdivision and Development Appeal Board are provided to such persons as the *MGA* requires.
 - c. Compiles and provides Agenda and meeting packages to members and make available to the public.
 - d. Signs orders, decision, approval, notices, and other items given by the Subdivision and Development Appeal Board on its behalf.

Quorum and Meetings

22. A quorum of the Subdivision and Development Appeal Board shall be two (2) members of the Subdivision and Development Appeal Board.
23. Unless an order of the Minister authorizes otherwise, a panel of the Subdivision and Development Appeal Board hearing an appeal must not have more than one (1) Councillor as a member.
24. The Subdivision and Development Appeal Board shall meet at such intervals as are necessary to consider and decide appeals filed with it in accordance with the *MGA*, the Village of Innisfree Land Use Bylaw and Municipal Development Plan and any Intermunicipal Development Plan that the Village of Innisfree has adopted.
25. The Clerk of the Subdivision and Development Appeal Board shall have prepared and maintain a file of written Minutes of the business transacted at all meetings and hearings of the Subdivision and Development Appeal Board. These Minutes may be in the form of a summary of the activities undertaken, together with the motions made, at the meetings and hearings. The minutes of the Subdivision and Development Appeal Board may be approved without reconvening a meeting. Members of the Subdivision and Development

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

Appeal Board may approve the minutes in writing to the Clerk or at the next meeting of the Subdivision and Development Appeal Board.

26. A member of the Subdivision and Development Appeal Board who, for any reason, is unable to attend the whole or a part of any hearing of an appeal, shall not participate in the deliberations or decision of the Subdivision and Development Appeal Board upon that appeal.
27. The Subdivision and Development Appeal Board may make rules as are necessary for the conduct of its meetings, its hearings and its business that are consistent with this Bylaw, the Village's Land Use Bylaw, the Municipal Development Plan, Intermunicipal Development Plan and the *MGA*.

Fees and Expenses

28. The remuneration, travelling, and other expenses of the members of the Subdivision and Development Appeal Board and the Subdivision and Development Appeal Board Clerk, shall be established by Council from time to time.
29. The fees associated with the launching of appeals, holding of hearings, and meetings of the Subdivision and Development Appeal Board may be set by the Council in their Master Rates Bylaw, as amended from time to time.

Development Appeals

30. Subject to Section 678 and 685 of the *Act*, the Subdivision and Development Appeal Board shall hear appeals where the Development Authority for the Village:
 - a. refuses or fails to issue a development permit to a person.
 - b. issues a development permit subject to conditions, or;
 - c. issues an order under Section 645 of the *MGA*,

and appeals are launched within the time limitations and in the manner indicated in the *MGA*.

31. Subject to Sections 678 and 685 of the *MGA*, the Subdivision and Development Appeal Board shall hear appeals from any person affected by an order, decision or development permit issued by the Development Authority, who appeals within the time limitations and in the manner indicated in the *MGA*.

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

32. The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any Development Appeal within 30 days of receipt of the notice of appeal.
33. The Subdivision and Development Appeal Board shall give at least 5 days notice in writing of the appeal hearing to:
- a. the Appellant;
 - b. the Development Authority;
 - c. the owner(s) of the property under appeal, if applicable;
 - d. any other person that the Subdivision and Development Appeal Board Clerk considers to be affected by the appeal.
34. In determining an appeal, the Subdivision and Development Appeal Board:
- a. shall comply with the Land Use Policies established pursuant to Section 622 of the *MGA*;
 - b. shall comply with any statutory plan and, the Land Use Bylaw of the Village of Innisfree.
 - c. may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;
 - d. may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the Land Use Bylaw if, in its opinion,
 - (i) the proposed development would not
 - (a) unduly interfere with the amenities of the neighbourhood, or
 - (b) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and;
 - (ii) the proposed development conforms with the use prescribed for that land or building in the Land Use Bylaw.

VILLAGE OF INNISFREE

BYLAW NO. 661-20

Subdivision and Development Appeal Board

35. The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the public hearing.

Subdivision Appeals

36. Subject to Section 678 of the *MGA*, the Subdivision and Development Appeal Board shall hear appeals of decisions of the Subdivision Authority provided an appeal is received within the time limitations and in the manner indicated in the *MGA*.
37. The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any appeal within 30 days of receipt of the notice of appeal.
38. The Subdivision and Development Appeal Board shall give at least 5 days notice in writing of the appeal hearing to:
- a. the appellant;
 - b. applicant for subdivision approval;
 - b. the Subdivision Authority;
 - c. any school authority to whom the application for subdivision approval was referred;
 - d. all adjacent land owners who were given notice of the application for subdivision approval pursuant to Section 653(3)(b) of the *MGA*;
 - e. every Government department that was given a copy of the application for subdivision approval pursuant to the *MGA*; and
 - f. any other municipality that is adjacent to the land that is the subject of the appeal.
39. In determining an appeal, the Subdivision and Development Appeal Board:
- a. shall be consistent with the Land Use Policies established pursuant to Section 622 of the *MGA*;
 - b. shall have regard to any statutory plans which are in effect;

VILLAGE OF INNISFREE

BYLAW NO. 661-20

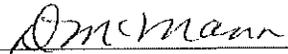
Subdivision and Development Appeal Board

- c. shall conform with the uses of land referred to in the Village of Innisfree Land Use Bylaw, Municipal Development Plan and Intermunicipal Development Plan;
 - d. may confirm, revoke or vary the approval or decision or any condition imposed by the Subdivision Authority or make or substitute a decision or any condition of its own;
 - e. may exercise the same power as the Subdivision Authority is permitted to exercise pursuant to the *MGA* or any Regulations or Bylaws adopted pursuant to the *MGA*.
40. The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the public hearing.
41. Bylaw 508-95 and any amendments are hereby repealed.

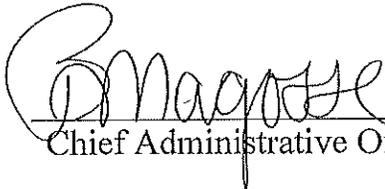
Read a FIRST time this 20th day of October 2020.

Read a SECOND time this 17th day of November 2020.

Read a THIRD and FINAL time this 17th day of November 2020.



Mayor



Chief Administrative Officer



Request for Decision (RFD)

Topic: DRAFT 2022 Operating Budget
Initiated by: Administration
Attachments: 2022 Operating Budget Spreadsheet by Department (Totals Only)

Purpose(s):

1. To review the Village of Innisfree DRAFT 2022 Operating Budget.
2. To provide feedback and direction on the budgets to Administration, to facilitate the development of the 2022 Tax Rate Bylaw for endorsement at the May or June 2022 Council meeting.

Background:

1. Pursuant to the *Municipal Government Act* (MGA) Section 242 (1), each council must adopt an operating budget for each calendar year.
2. In addition to Section 242 (1) of the MGA, Section 248.1 (1) also states that a Council may adopt an annual budget in a format that is consistent with its financial statements.
 For the purposes of Sections 247 and 248, the adoption of an annual budget is equivalent to the adoption of an operating budget under section 242 or the adoption of a capital budget under section 245.

Key Issues/Concepts:

1. Administration updated the budget, which shows a municipal taxation levy of \$264,590, which is a decrease from the 2021 Operating Budget.
2. The proposed 2022 Tax Levy of \$264,590 represents an overall decrease of 3.09% from 2021.
3. Several capital projects were added to the 2022 Proposed Budget:
 - a. **Baseball Diamond Shale (MSP Grant Program)**
 - b. **Driver Feedback Signs (FGTF Program)**
 - c. **Picnic Table/Fire Pits (MSP Grant Program)**
 - d. **Side by Side (MSP Grant Program)**
 - e. **Community Garden Updates (MSI Capital)**
4. All capital budget expenditures are offset 100% by provincial grants, excluding a portion of the Paving Rehabilitation quote submitted by Spectre Systems (to be offset by Reserves).
5. The following table demonstrates which services are being funded by the Municipal Taxation Levy:

DEPARTMENT	REVENUE	EXPEND.	SUPLUS/(DEFECIT)
(00) Requisitions	\$43,448	\$43,448	\$0
(11) Legislative Governance	\$100,077	\$12,345	\$87,732
(12) Administration	\$17,520	\$212,161	-\$194,641
(19) General	\$0	\$6,355	-\$6,355
(21) Fines	\$100	\$0	\$100
(23) Fire	\$6,725	\$7,185	-\$460.00
(25) Emergency Services	\$0	\$6,825	-\$6,825
(26) Bylaw Enforcement Services	\$1,600	\$995	\$605
(32) Public Works/Transportation	\$34,475	\$127,747	-\$98,272
(37) Stormwater Services	\$4,780	\$8,280	-\$3,500
(41) Water Distribution & Supply	\$126,100	\$138,340	-\$12,240
(42) Sanitary Sewer Dept.	\$35,850	\$38,430	-\$2,580
(43) Solid Waste Management	\$65,780	\$70,710	-\$4,930
(51) Social Services Dept.	\$0	\$1,840	-\$1,840
(61) Land	\$30,000	\$30,000	\$0
(66) Municipal Planning Dept.	\$150	\$2,500	-\$2,350
(72) Recreational Services Dept.	\$63,570	\$73,924	-\$10,454
(74) Culture Dept – Museum, Library	\$0	\$13,680	-\$13,680
Totals	\$530,175	\$794,765	-\$264,590
Tax Levy	(-\$264,590)		

NOTES:

- a. The environmental services (stormwater, water, sanitary sewer & solid waste) combined demonstration an overall Tax Levy of \$23,250; the user pay principle has been projected in the proposed 2022 budget. The 2021 Audit demonstrated the village showed a \$12,150 deficit which can be attributed to the unknown water servicing costs at that time, prior to achieving 100% water metered billings.

Pursuant to the 2021 Audit, Administration is exploring the idea of a User Fee Levy, to offset the deficit of \$12,150; similar to how commercial utility companies (Power & Gas) apply User Fee levies.

- b. Legal costs have been decreased to \$5,000 (2018 Actual = \$ 29,100; 2019 Actual = \$ 30,935; 2020 Actual = \$ 31,670; 2021 Actual = \$12,850)
- c. Removal of Fire Service Expenditures has provided a reduction in the proposed 2022 Operating budget, which provides additional revenues for allocation throughout the budget.

Financial Implication(s):

1. The draft budget, with a slight decrease (3.09 %) presents some stability and enables Administration to format some equitable Mill Rate scenarios for property owners.
2. This draft budget improves the financial position and future sustainability of the municipality by implementing cautious revenue estimates and including sufficient reserves for future planning.
3. This budget (to-date) presents opportunity to increase municipal reserves, for future infrastructure without effecting the Mill Rate.

Option(s):

1. As directed by Council.
2. That Council receive this item as information. Further that Council schedule a Special Council Budget meeting, to further review the draft budget in more detail.

Relevant Policy/Legislation:

1. MGA S. 242 – Operating Budgets
2. MGA S. 245 – Capital Budgets

Political/Public Implication(s):

1. Small impact on public with regards to a 3.09 % tax levy reduction projected.

RECOMMENDATION(s):

That Council receive this item as information. Further that Council schedule a Special Council Budget meeting, to further review the draft budget in more detail.

<u>DEPARTMENT</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>SURPLUS/(DEFICIT)</u>	<u>NOTES:</u>
(00) Requisition	\$ 43,448.00	\$ 43,448.00	\$0.00	Administration has reviewed the revenues and expenses from previous years, and have
(11) Legislative Governance	\$ 100,077.00	\$ 12,345.00	\$87,732.00	estimated all proposed Revenues and Expenses that will effect the 2022 Operations. Current
(12) Administration	\$ 17,520.00	\$ 212,161.00	-\$194,641.00	draft budget realizes a net Residential Mill Rate decrease of 4.28% and a Non-Res. Mill Rate
(19) General	\$ -	\$ 6,355.00	-\$6,355.00	decrease of 1.83%. This is the initial draft of the 2022 Operating Budget.
(21) Fines	\$ 100.00	\$ -	\$100.00	
(23) Fire	\$ 6,725.00	\$ 7,185.00	-\$460.00	Administration looks forward to Council's participation in the 2022 Operating Budget process.
(25) Emergency Services	\$ -	\$ 6,825.00	-\$6,825.00	
(26) Bylaw Enforcement	\$ 1,600.00	\$ 995.00	\$605.00	
(32) Public Works/Transportation	\$ 34,475.00	\$ 127,747.00	-\$93,272.00	
(37) Stormwater Services	\$ 4,780.00	\$ 8,280.00	-\$3,500.00	
(41) Water Distribution & Supply	\$ 126,100.00	\$ 138,340.00	-\$12,240.00	
(42) Sanitary Sewer Dept.	\$ 35,850.00	\$ 38,430.00	-\$2,580.00	
(43) Solid Waste Management	\$ 65,780.00	\$ 70,710.00	-\$4,930.00	
(51) Social Services Dept.	\$ -	\$ 1,840.00	-\$1,840.00	
(61) Land	\$ 30,000.00	\$ 30,000.00	\$0.00	
(66) Municipal Planning Dept.	\$ 150.00	\$ 2,500.00	-\$2,350.00	
(72) Recreational Services Dept.	\$ 63,570.00	\$ 73,924.00	-\$10,354.00	
(74) Culture Dept - Museum, Library	\$ -	\$ 13,680.00	-\$13,680.00	
(97) Operational Contingency Reserve	\$ -	\$ -	\$0.00	
Tax Levy:	\$ 530,175.00	\$ 794,765.00	-\$264,590.00	

Request for Decision (RFD)

Topic: Innisfree Delnorte School Financial Society Funding Request - RFD
Initiated by: Administration
Attachments: Letter from Innisfree Delnorte School Financial Society

Purpose(s):

1. To formally endorse a motion to approve the Village of Innisfree partnership with the Innisfree School Financial Society, to apply for the Federal FCC AgriSpirit Funding for the multi-sport courts project.

Background:

1. Letter received on March 3, 2022, requesting the Village of Innisfree’s financial support for the purpose of resurfacing and re-purposing the existing tennis courts located behind the Delnorte School on the Buffalo Trails Public School Division (BTPS) property.
2. Contractor quotes have been clarified by the Innisfree Delnorte SFS President for the project to include demolition of existing site, new asphalt pad, appropriate fencing and the court painting and equipment (i.e. nets for pickleball and basketball hoops). Current estimated costs are \$170,000.
3. The Innisfree Delnorte SFS is currently in the process of securing funding through multiple grant programs (i.e., Cooperative Community Spaces grant and a FCC AgriSpirit Program).
4. At the March 15, 2022 Regular Council Meeting, Mayor and Council endorsed the following motion *“Moved by **Clr. Raycraft** that Council endorses a motion to support the Innisfree Delnorte School Financial Society proposal of resurfacing and repurposing the existing tennis courts into a multi-purpose sport area, located at the Innisfree Delnorte School location, in principle. Furthermore, that Council direct Administration to table this item to the April 19, 2022, Regular Council meeting for further review and discussion as part of the budgeting process”.*
5. The Innisfree Delnorte SFS is requesting the Village of Innisfree’s partnership, as the FCC AgriSpirit Funding must be dispersed to a municipal body or registered charity.

Key Issues/Concepts:

1. The Village would assume all financial responsibility for the funds received, through the FCC AgriSpirit Program.

Options:

1. As directed by Council.
2. That Council endorse a motion that the Village of Innisfree partner with the Innisfree School Financial Society, to apply for the FCC AgriSpirit Funding for the Multi-Sport Courts project. Furthermore, that Administration be directed to complete and sign the Integrity Declaration Form, per the FCC AgriSpirit Funding Program Requirements.

Financial Implications:

1. The Village of Innisfree would assume all financial responsibility for the funds received.
2. The Village of Innisfree would assume all reporting responsibilities for the FCC AgriSpirit Program.

Relevant Policy/Legislation:

1. M.G.A. c.M-26 RSA 2000
2. Strategic & Tactical Plan

Political/Public Implication(s):

The Strategic & Tactical Plan is a key document that guides the Municipality along a path and provides focus and purpose to all that it does. It is the Municipality’s most important plan as it shapes the organization, the municipal programs, and services that it provides to the citizens of Innisfree.

Citing the capabilities of the municipality, pursuant to the Strategic Plan, should provide clear direction on any Council decision to the residents.

Recommendation:

1. That Council endorse a motion that the Village of Innisfree partner with the Innisfree School Financial Society, to apply for the FCC AgriSpirit Funding for the Multi-Sport Courts Project. Furthermore, that Administration be directed to complete and sign the Integrity Declaration Form, per the FCC AgriSpirit Funding Program Requirements.

RECEIVED

MAR 13 2022

Innisfree Delnorte School Financial Society

c/o Carmen Kassian

Box 275

Innisfree, AB T0B 2G0

March 1, 2022

Village of Innisfree

5116 50 Avenue

Innisfree, AB T0B 2G0

Mayor Johnson and Village Council,

As president of the Innisfree Delnorte School Council and an involved community member, I am writing to you to respectfully request funding for the purpose of resurfacing and repurposing the existing tennis courts located at Delnorte School. These courts were built in 1998 by the Innisfree & District Fish and Game Association. While the courts sit on Buffalo Trail Public School property, they are intended for community use. They are currently in a state of abandonment and disrepair and are unsafe for use. The courts have not been maintained by BTPS as was the original intention of the Fish and Game Association.

I was made aware at our school council meeting on February 22, 2022, that Buffalo Trail Public School Division voted unanimously in favour to provide our council with funding to make this project a reality. The fact that our school division sees a future for our school and is willing to invest in a public use area in our community is encouraging to me.

As a small, rural community I believe it is important to work together to achieve our goals. This project is mutually beneficial to the Village and the school. I, along with many others, realize that if we do not support the school, we will lose one of our community's greatest assets. We all know what happens to a small village when the school closes.

A reoccurring complaint that I hear from people in our community is that there are few opportunities in our village for recreation and that there is nothing for them to do. This project could help change that. We are proposing that the tennis courts be turned into a multi purpose sport area with three pickleball courts along the west side and one basketball court along the east side with an option to play street hockey in the same area. A pickleball court is the same size as a badminton court, giving opportunities for another game option. I have attached a site plan for your reference.

Pickleball is the fastest growing sport in North America. It is a low impact, less stressful game than tennis, played on a smaller court. Hence the ability to incorporate three pickleball courts on one half of our existing area. This game appeals to people of all ages. School council purchased pickleball equipment three years ago and students can play inside the gym. Having access to outdoor courts at recess, after school and on weekends would encourage physical activity with our youth and their families. To my knowledge there is not another outdoor pickleball court in our area. Perhaps a pickleball tournament or a basketball or street hockey competition held in conjunction with our annual Agricultural Fair would be a possibility. This revitalized area would give visitors to our community recreation opportunities. In fact, until recently the village website advertised the tennis courts as a recreation opportunity.

A major concern of school council is the upkeep of the courts. It is imperative that this area not be allowed to deteriorate over time again. This has been discussed with the facilities manager at BTPS who has agreed that the school division will be responsible for the day-to-day upkeep of the facility along with the school grounds. The estimated life span of the court surface is estimated at 20 years if well maintained.

New asphalt is required, along with a coloured sport surface that marks court lines, cross fencing, and nets. Contractor quotes have been obtained with an overall estimated cost of \$170,000. BTPS has committed \$40,000 with the balance to come from community fundraising and grants, I have already applied for one grant and am awaiting a response. We would like to start with this project as early as June 2022.

In conclusion, the Innisfree School Council is requesting a significant financial contribution from the Village of Innisfree towards this multi sport court revitalization project. As with past projects in our community, groups have come together along with the village, to make a positive impact and provide opportunities for our area. I would welcome the opportunity to further discuss this matter with council. Please reach out to me with any further questions you may have.

Sincerely,



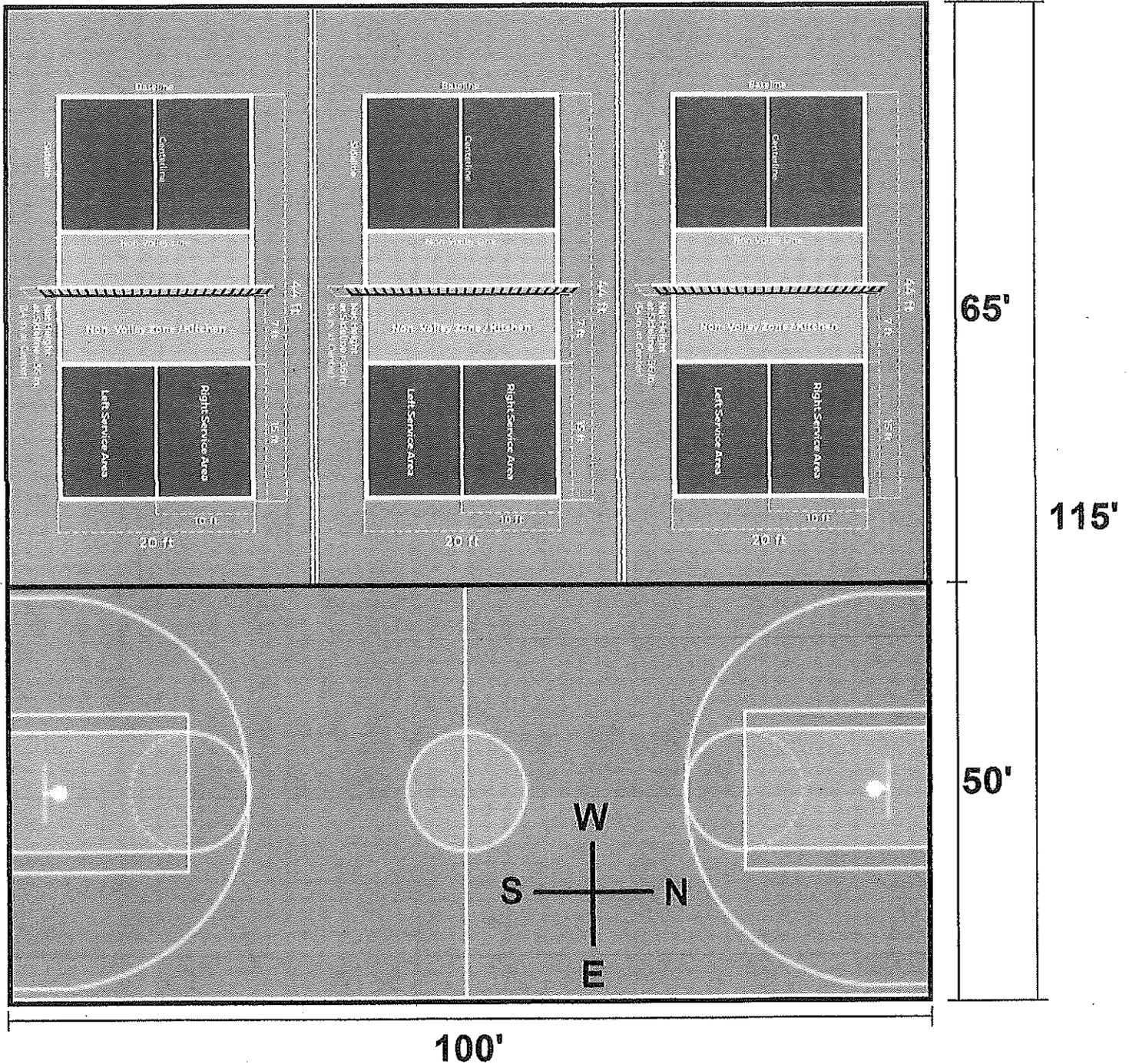
Carmen Kassian

President, Innisfree Delnorte School Council

cc: Rachel Miller, Principal, Innisfree Delnorte School

Randy Huxley, Director of Facility Services, BTPS

INNISFREE TENNIS COURTS CONVERTED INTO PICKLEBALL COURTS AND A BASKETBALL COURT





Integrity Declaration

This is a dynamic form which is designed to be completed electronically. Printing this form before completion may result in missing/incomplete information.

Anti-Money Laundering/Know Your Customer

Pursuant to prudent banking practices and in line with "knowing your customer", FCC, in compliance with its internal policies, requires information regarding the business, their directors, authorized signing authorities, shareholders, other individuals and businesses in control and ownership of the business. I agree to promptly provide all such information, including supporting documentation and other evidence, as may be reasonably requested by FCC in order to comply with internal policies and in accordance with anti-money laundering and anti-terrorist financing requirements.

Privacy commitment

To the extent that this form consists of information about an identifiable individual, Farm Credit Canada (FCC) respects and safeguards the personal information of the individuals with whom we transact and we manage personal information in accordance with Canada's Privacy Act and the FCC Privacy Policy (which can be found at <https://www.fcc-fac.ca/en/site-information/privacy.html>).

Please ensure that all drop down and empty boxes are completed with the necessary information in order to avoid delays in processing.

Recipient Information	
Organization Name*	
Village of Innisfree	
Address*	
Box 69, Innisfree, AB T0B 2G0	
Phone*	Email address*
780-592-3886	cao@Innisfree.ca
Business	

Organizational structure and beneficial ownership

Understanding structures and identifying the individual(s) that own or control entities helps FCC to act in accordance with industry standards and regulations set out by the Government of Canada.

- Public Sector Entity/ Government (municipality, library, school, university, etc)
- Private or Publicly Traded Entity
- Registered Charity/Non-Profit Organization
- Sole Proprietorship

Integrity Declaration

FCC acts with integrity, balancing business decisions with individual needs to achieve our vision of sustainable growth and prosperity for Canada's agriculture and food industry.

FCC is committed to supporting the industry over the long-term and through all cycles. We provide sponsorship and support to associations and businesses with integrity who: respect and adhere to applicable municipal bylaws, provincial and federal laws and regulations, who hold all permits and licenses required by law, and whose activities respect and care for:

- the environment by exercising reasonable care to safeguard the environment through stewardship of land, air quality, and water;
- animal welfare through application of the National Farm Animal Care Council (NFACC) Codes as a foundation for animal care;
- labour standards by upholding requirements set through Canada's labour laws including for seasonal workers; and
- in general, society and human rights.

We do not provide sponsorship or support to or contract with associations and businesses who:

- willfully neglect applicable operating laws and regulations;
- engage in any money laundering activities or are involved in financing terrorist activities; or
- are involved in illegal or other activities that could harm FCC's reputation and/or do not align with our expressed commitment to sustainability.

You must disclose in writing to FCC if your association or business:

- anticipates or is involved in any legal action, or any proceedings before any court, tribunal, board or agency or there is any unexecuted judgment rendered against you;
- are in default under any material contracts that affect your business or assets;
- have declared bankruptcy (discharged or undischarged) or have been the subject of other insolvency proceedings or proposals;
- have been in arrears in the payment of income, business or property taxes, GST, HST, sales tax, payroll deductions, or similar payment obligations;
- have been convicted of a criminal offence (except for a conviction for which a pardon has been granted);
- have undergone any type of investigation or have been accused or convicted of any offense related to fraud, money laundering or terrorist financing; and
- are aware of any of your directors, officers, shareholders, or partners being involved in any of the preceding issues, as applicable.

If you fail to conduct your business in line with the integrity commitments and required disclosures set out above, FCC may consider this to be an event of default or cause to end any contractual relationship between you and FCC. FCC may decline to provide further financial services.

Acknowledgement and Agreement

By signing below, you acknowledge and agree that:

- FCC relies upon this declaration as information fundamental to our business relationship and you certify that:
 - You have provided accurate and complete information in this form (and, where applicable, any attached organizational/structure chart(s));
 - You have not omitted any information which would make this declaration misleading or unclear;
 - You will update FCC if any information described in this form changes or is no longer accurate;
 - You are authorized on behalf of the business to disclose the information (including personal information) to provide the information in the manner and for the purposes described above.
- **You have read and affirm the privacy commitment;**
- **You have read and affirm the integrity declaration;**
- **You know of no reason FCC may have any concern with your business.**

Dated this 14 day of April, 2022, at Innisfree in the Province/State of

Alberta


Authorized Signature

Brooke Magosse, CAO
(Print Name)

I have the authority to bind the organization

Request for Decision (RFD)

Topic: Notice of Decision – Development Permit No. 2022-01
Initiated by: Administration
Attachments: 1. Letter dated April 12, 2022
2. Notice of Decision – Development Permit Application No. 2022-01

Purpose(s):

To review the Notice of Decision - Development Permit Application No. 2022-01.

Background:

1. Development Permit Application No. 2022-01, for a Surveillance Suite, is listed as a Discretionary Use (Per C1 – Downtown Commercial District.) Therefore, the Development Authority is required to advertise the above-mentioned application, in accordance with Section 4.4 (4) of the Village's Land Use Bylaw 628-17; the application is subject to a twenty-one (21) day appeal period.
2. Section 4.4 (4) of the Land Use Bylaw 628-17 states that the Development Authority must:
 - a. post a notice of the decision conspicuously on the property for which the application has been made; and/or
 - b. mail a notice in writing to all adjacent landowners who, in the sole opinion of the Development Authority, may be affected; and/or
 - c. publish a notice of the decision in a newspaper circulating in the Village, stating the location of the property for which the application has been made and the use approved.
3. The Village of Innisfree has two (2) parcels of land, that are directly adjacent to the proposed development.

Key Issues/Concepts:

1. Vacant structure located on Mainstreet will become a viable business.
2. Improvement of the Economic Culture of the community.

Financial Implication(s):

1. Should the Village of Innisfree Council wish to appeal the proposed development, a \$100.00 appeal fee will be applicable.

Option(s):

1. As directed by Council.
2. That this item be received as information.
3. That Council endorse a motion to appeal the Proposed Development Permit Application No. 2022-01 pursuant to Section 5.1 of the Village of Innisfree's Land Use Bylaw 628-17.
4. That Council endorse a motion expressing the Village of Innisfree's support to the proposed Development outlined in the Notice of Decision for Development Permit Application No. 2022-01.

Relevant Policy/Legislation:

1. MGA S. 640 (1) – Land Use Bylaw
2. MGA S. 642 (1) – Permitted & Discretionary Uses
3. MGA S. 686 (1) – Appeals
4. Land Use Bylaw 628-17
5. Strategic Plan Priority # 2; Safe, Healthy & Fun Community
6. Strategic Plan Priority # 3; Ensure Viability
7. Strategic Plan Priority # 5; Promotion of the Community

Political/Public Implication(s):

1. All adjacent landowners, directly affected by the proposed development, have been notified of the Proposed Development.
2. The approved development may generate more business interest within the community.

RECOMMENDATION(s):

1. That Council endorse a motion expressing the Village of Innisfree's support to the proposed Development outlined in the Notice of Decision for Development Permit Application No. 2022-01.



Village of Innisfree
Box 69, Innisfree, AB T0B 2G0
Phone: 780-592-3886
Email: cao@innisfree.ca
Web: www.innisfree.ca

April 12, 2022

Village of Innisfree
PO Box 69
Innisfree, AB
TOB 2G0

Sent Via:

[x] – Email: cao@innisfree.ca

[x] – Canada Post

Dear Village of Innisfree,

RE: Development Permit Application No. 2022-01
Notice of Decision – Bookstore & Secondhand Thrift Store with Security Suite
Village of Innisfree Land Use Bylaw 628-17

Please accept this letter as notification that the Development Permit No. 2022-01 has been deemed **APPROVED (with conditions)**, as of April 21, 2022, in accordance with the Village of Innisfree's Land Use Bylaw 628-17.

We have enclosed a copy of the "Notice of Decision" pertaining to Development Permit Application No. 2022-01 for your reference.

In accordance with Section 4.4(4) of the Village of Innisfree Land Use Bylaw, when a Development Permit, for the development of a Discretionary Use is approved, the Development Authority must mail a notice, in writing to all adjacent landowners who, in the sole opinion of the Development Authority, may be affected. The Development Authority has identified the land(s) located at **Plan 4175R, Block 5, Lot PT 19 & Plan 4175R, Block 7, Lot 4** as an adjacent landowner.

Any person(s) wishing to submit an appeal, may do so in writing to the attention of the Secretary of the Subdivision and Development Appeal Board, Box 69, Innisfree AB TOB 2G0 within twenty-one (21) days from the first of this notice giving reasons for the appeal. Such appeal shall be accompanied by a certified cheque or money order in the amount of one hundred (\$100.00) dollars. The statement shall include your full name and address and state any concerns with regards to the proposed development. Written submissions regarding the proposed development must be received by **May 3, 2022**, to be taken into consideration.



Village of Innisfree
Box 69, Innisfree, AB T0B 2G0
Phone: 780-592-3886
Email: cao@innisfree.ca
Web: www.innisfree.ca

Should you wish to obtain further information regarding this development permit, please contact the Village of Innisfree Administration Office at 780-592-3886 or via email cao@innisfree.ca to speak to the Development Authority.

Respectfully,


Brooke Magosse
Development Authority
Village of Innisfree

Encl.



Village of Innisfree

NOTICE OF DECISION

DEVELOPMENT PERMIT NO. 2022-01

Take notice that a development permit for the proposed use listed below has been issued in accordance with the Village of Innisfree's Land Use Bylaw No. 628-17.

Legal Land Description: Plan 4175R; Block 7; Lots 6-7

Civic Address: 5111 – 50 Avenue, Innisfree AB T0B 2G0

Owner: *PENDING* OWNERSHIP TO CURTIS SERBEN

Applicant: SERBEN, CURTIS

Land Use District: C1 – DOWNTOWN COMMERCIAL DISTRICT

Proposed Development: Bookstore & Secondhand Thrift Store with Security Suite

Permitted/Discretionary Use: DISCRETIONARY USE

THIS DECISION IS SUBJECT TO THE FOLLOWING QUALIFICATIONS:

The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-two (22) days after the date of issue of the notice of decision. (This is to allow for any person affected by the decision to be able to make an appeal to the Subdivision and Development Appeal Board.)

Any person(s) wishing to submit an appeal, may do so in writing to the attention of the Secretary of the Subdivision and Development Appeal Board, Box 69, Innisfree AB T0B 2G0 within twenty-one (21) days from the first of this notice giving reasons for the appeal. Such appeal shall be accompanied by a certified cheque or money order in the amount of one hundred (\$100.00) dollars. The statement shall include your full name and address and state any concerns with regards to the proposed development. Written submissions regarding the proposed development must be received by May 3, 2022, to be taken into consideration. Please be advised that any submission provided will become part of the public record.

Should you wish to obtain further information regarding this development permit application, please contact the Development Authority, Village of Innisfree, Box 69 (5116 – 50 Avenue), Innisfree AB, T0B 2G0.

Dated this 12th day of April 2022.

Request for Decision (RFD)

Topic: Innisfree Museum (Prairie Bank of Commerce)
Initiated by: Council
Attachments: Heritage Resources MIS Info on the Canadian Bank of Commerce Building

Purpose(s):

1. To discuss ideas for generating revenues to offset the operating expenses of the Innisfree Prairie Bank of Commerce Museum, and,
2. To discuss ideas on methods to increase the economic expansion within the Village.

Background:

1. Up until March of 2017, the Innisfree Prairie Bank of Commerce Historical Society funded the operating costs of the museum. (Current Administration is not aware of why the practice was discontinued; there are no Council motions were evident to approve the expenditures.)
2. Recent Village annual expenditures for the Museum were as follows:
 - a. 2021 \$11,733
 - b. 2020 \$ 4,041
3. The Museum has been designated a Provincial Historical Resource, and as such, any modifications to the structure must be approved by the Ministry of Culture & Status of Women. There are several grant funding opportunities through the Heritage section for the conservation of historic places.

Key Issues/Concepts:

1. Council members presented the idea of the Village Administration Office being considered for relocation into the Museum to Administration's attention. In part, this idea also included the desire to possibly install a new business within the current Village Administration building which could generate additional funds for the building's operation as well as improve the economic structures within the municipality.
2. The Members' idea also considered that the increased traffic flow that would be generated by the presence of an Office within the Museum, could realize increased interest in the Museum and its operations.
3. Administration also notes that the Museum has handicapped access and is on Main Street directly across from the Post Office, which are positive features.
4. Administration reviewed the Village Office/Museum situation and considered the following:
 - a. The current Village Office does not provide privacy for Village Business, with the presence of the ATB Agency and its customers coming and going. The current situation also does not provide secure/safe conditions for Closed Council meeting procedures.
 - b. Any proposal to move the Village Office into the Museum must also consider the space required for Staff workspaces, Municipal Records, Active Files, multi-printer/copier/scanner equipment, the safe, relocation of communication services, etc.
5. Administration considered the following scenario:
 - a. In order to increase revenues for the Museum and to mitigate the disruption of municipal administration operations, a consideration for the relocation of the ATB Agency into the old Bank is presented. If the Agency Owner was receptive, it would be rather unique that another active banking service would be active within the old Prairie Bank of Commerce building.

-
- b. The space that such an entity would require within the Museum would be significantly less than the Municipality.
 - c. The rental income received, could offset the operating costs of the Museum facility.
 - d. Both the ATB Agency and the Village office would obtain privacy for their individual operations.
 - e. The Village could redevelop the existing ATB Agency area the Administration Building into Council Chambers with the installation of insulation, and an adjustment to the existing wall to enclose the area with a door/doors, that would provide meeting privacy, as required.

Options:

- 1. Council directs Administration to research the available dimensions of space available within the Innisfree Prairie Bank of Commerce Museum and the permitted changes to provide an effective office space within the Museum. Further, that Council directs Administration, following determination of available space to approach the ATB Agency Owner to determine if there is interest in the proposal.
- 2. Council files the discussion on the Innisfree Prairie Bank of Commerce for information.
- 3. As directed by Council.

Financial Implications:

- 1. Costs to update an area within the Museum, pursuant to the *Historical Resources Act* that would adequately support Municipal Administration operations is unknown.
- 2. Costs to update an area within the Museum, pursuant to the *Historical Resources Act* that would adequately provide for a banking institution is unknown, as well as the unknown enthusiasm of the Bank to move.

Relevant Policy/Legislation:

- 1. *Historical Resources Act*, c.H-9, RSA 2000
- 2. *MGA*, c.M-26, RSA 2000

Political/Public Implication(s):

- 1. As no decision was evident, political nor public implications are unknown.

Recommendation:

As directed by Council.

ALBERTA REGISTER OF HISTORIC PLACES

BASIC SEARCH 

Enter text search criteria here:

[Clear Search Term\(s\)](#)

[? Need Help?](#)

ADVANCED SEARCH 

MAP SEARCH 



Canadian Bank of Commerce Building

Innisfree

Other Names: 1907 Canadian Imperial Bank of Commerce
C. I. B. C.
C.I.B.C.
Canadian Imperial Bank of Commerce (1907)
CIBC
Imperial Bank of Commerce
Innisfree Prairie Bank of Commerce
Prairie Bank of Commerce
Union Bank of Canada Building

Statement of Significance

Description of Historic Place

The Canadian Bank of Commerce Building is an early twentieth century, two-storey wood building situated on a double corner lot on Innisfree's main street. Built in the Neo-Classical style, the bank features a rounded pediment above the front entrance, fluted pilasters crowned by Ionic capitals, a plain frieze and a pedimented gable containing an ox-eye window.

Heritage Value

The heritage value of the Canadian Bank of Commerce Building lies in its association with the early establishment of financial institutions in Alberta's rural areas. It also possesses heritage value for its fine embodiment of the "Prairie Type" of Neo-Classical architecture commonly used for rural banks in western Canada.

In 1905, the Canadian Northern Railway (C.Nor.R) completed work on its line from Edmonton to Lloydminster. Numerous sidings had been established along the track to service the railway and its workers. One of these sidings, Delnorte, developed into a modest, but prosperous, mixed farming community that also provided services to the surrounding agricultural hinterland. Local lore has it that in 1905, Sir Edmund Walker, general manager of the Canadian Bank of Commerce, toured the Delnorte area and noted the similarities between the landscape of nearby Birch Lake and that of Innisfree, his family retreat beside Ontario's Lake Simcoe. Walker reputedly agreed to provide the settlement with a branch bank in exchange for the townsfolk renaming their community after his summer place. Perhaps as a result, Delnorte became Innisfree and, in 1906, the first Canadian Bank of Commerce branch was established in the community in temporary premises. The following year, the branch relocated to the impressive Neo-Classical bank building that it would occupy for the next nine decades. The founding of the branch bank at Innisfree mirrored the establishment of early financial institutions in other rural communities throughout the province. Banking in western Canada during the first decade of the twentieth century was both highly speculative and highly competitive; financial institutions built banks in promising settlements like Innisfree in the hopes of establishing a regional monopoly. These village banks became essential institutions in rural Alberta, integral parts of the growing agricultural economy of the province after the turn of the century. The bank at Innisfree is one of the earliest village banks still standing in Alberta.

Built between 1906 and 1907, the Canadian Bank of Commerce Building is a fine example of Neo-Classical bank architecture in western Canada. Neo-Classicism was a favoured style for Canadian bank buildings. Typically rendered in stone or brick, the style conveyed a sense of solidity, permanency, and strength. Like larger, urban banks throughout Canada, the bank in Innisfree also embodied the Neo-Classical style and its associated virtues, but it did so through wood, imparting this building - and others like it across the Prairies - with a distinctively western Canadian feel. The bank was built according to one of three "Prairie Type" designs for pre-fabricated branch banks created by the renowned Toronto architectural firm, Darling and Pearson. The building materials were sent from B.C. Mills and assembled into an elegant composition featuring fluted pilasters, a plain frieze with an ox-eye window, and a rounded, broken pediment above the front entrance. The pre-fabricated wood construction of this and other western Canadian banks allowed for rapid building and relatively low costs - essential considerations in the competitive, speculative financial environment of the early twentieth century. In spite of its economic, pre-fabricated design, the Canadian Bank of Commerce Building in Innisfree, like other village banks, was one of the most sophisticated structures in the early community and has remained a prominent local landmark.

Source: Alberta Culture and Community Spirit, Historic Resources Management Branch (File: Des. 2032)

Character-Defining Elements

The character-defining elements of the Canadian Bank of Commerce Building include such features as:

- form, mass, and style;
- low-pitched gable roof with flagpole and chimney;
- pedimented gable-end featuring an ox-eye window;
- clapboard siding and pre-fabricated panel exterior walls;
- fluted pilasters topped by Ionic capitals;
- decorative entablature with cornice supported by modillions, plain frieze and architrave;
- transomed, double-doored front entryway flanked by columns and topped by a broken round arch pediment;
- fenestration pattern and original single-hung windows;
- original vault door;
- original interior finishes, including oak floor on second floor.

Location



Street Address: 5204 - 50 Avenue
 Community: Innisfree
 Boundaries: Lots 1 and 2, Block 6, Plan 4175R
 Contributing Resources: Buildings: 1

ATS Legal Description:
 Mer Rge Twp Sec LSD
 4 11 51 3 16 (ptn.)

PBL Legal Description (Cadastral Reference):
 Plan Block Lot Parcel
 4175 R 6 2
 4175 R 6 1

Latitude/Longitude:
 Latitude Longitude CDT Datum Type
 53.381255 -111.529965 GPS NAD 83

UTM Reference:
 Northing Easting Zone CDT Datum Type

Recognition

Recognition Authority: Province of Alberta
 Designation Status: Provincial Historic Resource
 Date of Designation: 2001/03/21

Historical Information

Built: 1905 to 1905
Significant Date(s): N/A
Theme(s): Developing Economies : Trade and Commerce
 Expressing Intellectual and Cultural Life : Architecture and Design
Historic Function(s): Commerce / Commercial Services : Bank or Stock Exchange
Current Function(s): Leisure : Museum
Architect: Darling and Pearson
Builder: British Columbia Mills, Timber and Trading Company (prefabricated by BC Mills, then shipped to Innisfree)
Context: HERITAGE SIGNIFICANCE

In 1905, the Canadian Northern Railway completed its line between Lloydminster and Edmonton. At key locations along the rail line, 'sidings', or stations were set up to serve the railway and its workers. Several of these developed into communities, which provided services to the agricultural hinterland, which was soon filled with settlers. Among the first of these to develop into any size was Delnorte on the north end of Birch Lake, exactly midway between Edmonton and Lloydminster. In 1906, the community boasted a population of 35. The following year saw extensive commercial development and the name of the community change from Delnorte to Innisfree, after the Lake Isle in Ireland. That year, a major ad appeared in the Edmonton Bulletin, which listed 18 members of the Innisfree Board of Trade. The community also included a Methodist Church as well as chapters of the Masons and the International Order of Odd Fellows. A school would follow in 1908. Though the region in general was settled by a large number of eastern Europeans, Innisfree was, at the outset, very British in composition; all of the members of the Board of Trade had British names.

Among the first businesses in Innisfree was the Canadian Bank of Commerce. According to the local history, the community was visited by the President of the Canadian Bank of Commerce, Sir Edmund Walker, in 1905 during his excursion over the Canadian Northern rail line. He apparently commented that the view south over Birch Lake reminded him of Innisfree in Ireland, whereupon he was told the name of Delnorte could be changed. In 1906, a branch of the Bank was set up in a makeshift structure on Main Street, while work began on a more solid two-storey building. Though built of wood, the balloon frame Innisfree bank was designed in a neo-classical style by the Toronto firm of Darling and Pearson to give the appearance of brick and stonework. Other wood frame Canadian Bank of Commerce buildings, such as that in Thorhild, would be constructed throughout the West along similar neo-classical lines.

After its initial boom, the population of Innisfree tailed off. In 1911, it was incorporated as a village with 253 people. In 1971, its population was listed as 252. When

incorporated, the village was at the western end of a northern British Block, which was extended westward from Lloydminster. By 1941, however, its inhabitants were listed as 41% Ukrainian; by 1971, this would jump to 70%. All the while, Innisfree served a large agricultural hinterland south from Two Hills, North from Viking, east from Vegreville and west from Mannville. The fortunes of the community varied with the time, and, throughout all, the district was served by the Canadian Bank of Commerce, which provided countless loans to farmers in the area. Foreclosures during the early 1920's and the 1930's were counterbalanced by times of prosperity, such as during the late 1920's and just after World War II.

The historical significance of the Canadian Bank of Commerce in Innisfree lies in its association with the growth and prosperity of the mixed farming district around the community, and its representation of a typical northern prairie bank, designed and operated along lines of similar banks in rural Alberta. Of those which have survived, the one in Innisfree is among the earliest. It is also the oldest building in Innisfree.

Additional Information

Object Number: 4665-0627
Designation File: DES 2032
Related Listing(s):
Heritage Survey File: [HS 35595](#)
Website Link:
Data Source: Alberta Culture and Community Spirit, Historic Resources Management
Branch, Old St. Stephen's College, 8820 - 112 Street, Edmonton, AB T6G
2P8 (File: Des. 2032)

[Return to Search Results](#)

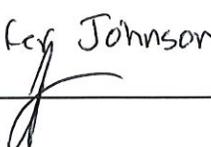
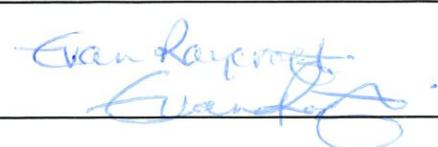
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VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	Spring 2022 Municipal Leader's Conference
Meeting Date & Time:	March 09/10/22
Attendees:	Numerous
Discussion:	<ul style="list-style-type: none"> - was RFD Presented and the caucus agreed that they were not happy and the Provincial Police debate should be tabled - went over stats, issues with staffing over covid and adding more units province wide trying to get vehicle parts due to global shortage regarding EMS - expected 25% reduction in funding due to previous years payment as we switch to LBFF format from MSI (Local Government Fiscal Framework) to formula for funding is yet to be determined
Actions:	- regarding future of Municipal governance they talked about ways to dissolve, other than that nothing to note in change
Future Items:	
Submitted By:	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p>Jennifer Johnson</p>  </div> <div style="text-align: center;"> <p>Evan Raymond</p>  </div> </div>

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	M.D. of Minburn Foundation
Meeting Date & Time:	March 18 2022 10am
Attendees:	Jim Jackson, Carl Ogradnick, Tara Kuzlo, Taneen Rudyk, Marielle Brodziak, Rhonda Ewasich, Jerrold Lemko, Jennifer Johnson
Discussion:	<ul style="list-style-type: none"> - Synergy Accountant presented 2021 financial statements - 4 waiting for Regular rooms 5 waiting for cottages 2 move ins - Rent increase by \$25.00 across the board - Sending letter to Minister Pons for lodge site visit (no response yet) <p>next meeting at April 21 10am</p>
Actions:	
Future Items:	
Submitted By:	Jennifer Johnson

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT	
Committee Name:	Innisfree Delnorte Parent Council
Meeting Date & Time:	March 22 2022
Attendees:	Tiffany Tomlinson, Cara Jackson, Carme Kassian, Elise Nott, Krystin Cannan, Lori Feschuk, Marilyn Newton, Vanessa Fundytus, Lisa Anderson, Deborah McMann, Amberlyn Myshaniuk, Evan Raycraft
Discussion:	<p>Principal Report - Parent Teacher Interviews - Tentatively Booked for April 7, Swimming Lessons finished today, the students enjoyed the lessons. Tiffany is currently Acting Principal and Rachel Miller is on Medical Leave. Luke Miller has come in to tech Rachels classes. He is also going to be working with the GR 1/2/3 students to do reading recovery with those students. High School boys and Jr High Boys both won bronze metals at Zones. Ski Trip at Sunridge was great. The Students had the hill to themselves. Badminton has started with the Assistance of Abby Durie. Vibe: 1-3 Positive Life Strategies, 4-6 Respect and Responsibility, 7-8 Artistic Therapy Strategies for Alleviating Stress, 9-12 Mental Toughness. Goodlife Collective is also ongoing and offering mental health programming to the different age groups. Kerri Lorensen is also offering support services to parents seeking advise and support for their children.</p> <p>Kara - Trustee Report, BPRT Board is streaming all meetings. If anyone is interested please check them out. Discussed vacancy on the board.</p> <p>Pedestrian Crossing Signs - From the Millennium Building East Across 870. A review was done by Alberta Transportation and they deemed that they would not be funding the signs however they would issue a permit if the Village of Innisfree applied for it. The cost and maintence would be on the Village of Innisfree.</p> <p>Sustainability Committee - Meet to finalize plans for the Prairie Principal. Child care will be provided on April 14th at the Millennium building. The committee is working to have the event in the school however we are awaiting confirmation from Central office.</p> <p>Inventations to Attend will go to many user groups and County Council. We reviewed the survey, 27 responses with varying results. Lisa summarized the results.</p> <p>Woodworking/Carpentry and Culinary are the clear front runners for offerings required. Triple Grading is a huge issue with parents and families. Revitalizing the town was a common comment to bring enrolment numbers up. Lisa A. provided a update from the Visit at New Mrynam School.</p> <p>Multi Use Courts - Coop Community Spaces Grant has been applied for. Updated quotes have been received. Projected cost is \$170,000 including GST. Carmen wrote letters to Village of Innisfree, Innisfree Ag Society, County of Minburn and Innisfree Fish and Game. Other grants will be applied for. County of Minburn has pledged \$25,000 for this project. Once refurbished BPTS has committed to day to day maintenance on the courts. Major issues would need to be looked into. The plexi pace surface will last 20years.</p> <p>March 16th engagement session was attended by Lori, Marilyn and Carmen attended. PAC approved the purchase are art supplies for the Jr. High Students PAC approved the purchase of 15 pinies for track and field events PAC approved the use of Online Banking for the Tresure and President.</p>
Future Items:	Next Meeting April 26th at 7pm at the School
Submitted By:	Clr Evan Raycraft

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	MMI FCSS
Meeting Date & Time:	APR - 5 2022
Attendees:	Mike Mykhovich, Jannette Riedel, Roger Konieczny, Alicia Rutt, Jocelyne Lanovac Deb McMann
Discussion:	FCSS is looking to hire - must have Computer tech skills, Not found out if they will have Canada Summer Jobs positions yet FCSS position in helping Ukrainian Refugees coming to work for Babba Coffee Connections - April 13 in Innisfree at 1:00 Jennie's
Actions:	Planning Volunteer Week April 17-23 County of Minburn is looking for a New CAO.
Future Items:	Next meeting June 7, 2022 FCSSAA Annual Conference Nov. 16-18 Regional Conference is Stettler May 26
Submitted By:	Debbie McMann PO Box 227 Innisfree AB T0B 2G0

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT

Committee Name:	Village of Innisfree Library Board
Meeting Date & Time:	April 6/22
Attendees:	Yvonne Parasynchuk, Debbie McMann, Elizabeth Harrison, Eliza Johnson, Holly Lependa, Jennifer Johnson
Discussion:	<p>447 patrons, 78 website, 84 overdrive, 13 iCloud</p> <ul style="list-style-type: none"> - early literacy bags are all gone - April theme baby animals - 697 hours for winter reading program - no tentative date for Susan Brazeau - workstation for librarian will be around \$800.00, will be taking measurements for cupboards - discussed building a gazebo but tabled till more information - received photocopier agreement but found
Actions:	<p>the printing too small to read, so want village to submit an agreement that is more legible</p> <ul style="list-style-type: none"> - requesting appointment letters for Eliza and Yvonne - require motion numbers for all current board members
Future Items:	<ul style="list-style-type: none"> - holding a volunteer appreciation day for April 20, 2022 - drafting support letter for Gayle and Doug - members will be taking "donations" to second hand store - looking in to Board development workshop for
Submitted By:	<p>Dale, Yvonne, Eliza and Jennifer</p> <p style="text-align: center;">Jennifer Johnson</p>

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – April 19, 2022

11 – Council

- Elected Official Training:
 - Munis-101
 - No further updates currently. Administration awaits confirmation of upcoming training dates.
 - Municipal Elected Official (MEO) – AEMA *Mandatory*
 - Mayor Johnson and Clr. Raycraft will attend the Municipal Elected Official Course in Heisler, AB on April 25, 2022.
 - Emergency Management Workshop:
 - Thank you Mayor Johnson and Clr. McMann for your participation on the ICP Exercise held at the Town of Vegreville Administration Office. **Please share your comments/thoughts RE: the event?**

12 – Administration

- Finances
 - 2021 Municipal Audit:
 - Financial Statements have been finalized and copies provided to the Administration Office.
 - Financial Statements have been added to the Innisfree Website and copies are available for pick-up at the Village Office.
 - 2022 Operating/Capital Budget:
 - Administration submitted “DRAFT 1” of the 2022 Operating Budget and Budget Forecasts.
Administration recommends that a Special Meeting be set to review and Finalize Operating Budget.
 - Council Minute Action List:
 - See Schedule “A”
 - Municipal Grants Report:
 - See schedule “B”
- Health & Safety:
 - Safety Meeting:
 - Administration and Public Works held a Staff Safety Meeting on April 12, 2022.
 - Next Meeting:
 - Administration and Public Works will be conducting monthly Safety Meetings pursuant to the Occupational Health and Safety Act; next meeting has been set for May 4, 2022.
- Other:
 - Chief Administrative Officer and Public Works Foreman took part in the ICP Orientation and Exercise on April 6-7, 2022. As a result, Administration and Public Works feel a lot more confident in the event of a disaster. It was excellent to see how great our regional partners can work together in the event of a crisis.

VILLAGE OF INNISFREE

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – April 19, 2022

A huge shout out & “Thank You” is to be extended to Ms. Danielson (Bolt from the Blue Management) for organizing and ensuring the orientation and exercise flowed smoothly. THANK YOU 😊

- County of Minburn CAO Resignation:
 - Administration would like to extend a “Thank-You” and “Farewell” to Mr. Brent Williams, as he has been a huge asset to Innisfree and our staff.
 - Administration would like to send Mr. Brent Williams a gift basket to show our appreciation during his time with the County of Minburn. **Thoughts?**

23 – Fire

- Fire Chief Report:
 - Mike Fundytus presented a 1st Quarter update as a Delegation at the April 19, 2022 Regular Council Meeting.

25 – Emergency Service

- ICS-300 Training (Nisku, AB):
 - Thank you, Mayor and Council, for allowing Administration to partake in the ICS-300 Training session in Nisku, AB.
 - As the Director of Emergency Management, ICS-300 Course was designed to enable personnel to operate efficiently during an incident or event within the Incident Command System. The course focused on the management of multiple resources and organization in an expanding incident. The course was also designed to provide overall incident management skills rather than tactical expertise.

26 – Bylaw Enforcement

- Updates:
 - Bylaw Enforcement Officer will continue to monitor and enforce applicable bylaws.
 - Bylaw Enforcement Office is currently working on a complaint received on March 29, 2022. Further updates will be provided once finalized.

32, 41, 42 & 43 – Public Works/Water/Sewer/Waste

- Public Works Foreman Report:
 - See attached Agenda Item 10C

61 – Planning & Development

- GIS System – County of Minburn
 - No further correspondence has been reviewed.
 - Administration will forward the updated Assessment information to the County, to be uploaded to the GIS System.

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – April 19, 2022

66 – Land

- March 22, 2022 Building Inspection:
 - Thank you, Mayor and Council, for taking the time from your busy schedules to conduct a brief walk-through of the accessible 2017 Tax Forfeiture Properties. Administration met with an interested party and conducted a brief walk through of the property located at 5015-Railway Avenue. Unfortunately, upon inspection, the interested party is not longer interested in said building.
Furthermore, Administration suggests that the Village budget for the demolition of this building, as the building seems to be in poor condition; or should the Village list the property with the local realtor and see if it can generate interest.
 Administration will conduct some research and will provide a detailed quote/recommendation for the May 2022 Regular Council meeting.
Is Council interested in setting a date to conduct a walk through of the property located at 4824-52 Street?
- 2021 Tax Sale/Public Auction & 2022 Tax Arrears List Deadline
 - The 2022 Tax Arrears List Deadline was March 31, 2022. As a result, the following properties will be listed for Tax Sale (per the 2021 Tax Recovery Arrears List):
 - a)
 - Administration notified the landowners of the parcels that have been added to the 2021 Tax Recovery Arrears List, stating that their property will be listed for Tax Sale, and that payment of Tax Arrears is strongly recommended.
 - Administration has also notified landowners that were added to the 2022 Tax Recovery Arrears List, to encourage payment of Tax Arrears before March 31, 2023.
Council, please set a date for the 2021 Tax Sale (see dates below):

Publication dates and fees

Issue of The Alberta Gazette	Ad submission and regulation filing deadline (10 working days prior to date of issue)	Earliest date on which public sale of land may be held*
May 14, 2022	May 2, 2022	June 24, 2022
May 31, 2022	May 16, 2022	July 11, 2022
June 15, 2022	June 1, 2022	July 26, 2022

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – April 19, 2022

Issue of The Alberta Gazette	Ad submission and regulation filing deadline (10 working days prior to date of issue)	Earliest date on which public sale of land may be held*
June 30, 2022	June 16, 2022	August 10, 2022
July 15, 2022	June 30, 2022	August 25, 2022
July 30, 2022	July 18, 2022	September 9, 2022
August 15, 2022	July 29, 2022	September 25, 2022
August 31, 2022	August 17, 2022	October 11, 2022
September 15, 2022	August 31, 2022	October 26, 2022
September 30, 2022	September 16, 2022	November 10, 2022
October 15, 2022	September 30, 2022	November 25, 2022
October 31, 2022	October 17, 2022	December 11, 2022

72 – Recreation

- Birch Lake Campground & Recreation Park:
 - Application deadline for the Park Manager was March 10, 2022. Interviews were conducted, and a thorough screening process was taken, prior to selecting a candidate.
Administration is excited to welcome Ms. Cyndi (Cat) Threadgould to our team!! Welcome Cat !! (Starting May 1, 2022)
 Ms. Threadgould is newer to the community, and has many ideas to encourage locals and tourist passing through to stop and stay at our recreation park (i.e. hikes, movies in the park, children activities, etc.).
 Ms. Threadgould has an excellent background in management, forestry and is very tech savvy. Administration believes she will be an exquisite asset to our community and Recreation Park!
 - Administration is scheduling training with the Recreation Park Manager (i.e. mandatory health and safety training, Campground Reservation System

VILLAGE OF INNISFREE
CHIEF ADMINISTRATIVE OFFICER'S REPORT

Period Ending – April 19, 2022

Training). Administration will also be conducting a walk through with the Recreation Park Manager and will go through the daily, weekly and monthly duties.

- Pennecon Update:
 - No further correspondence has been received.

74 – Culture

- Innisfree Library:
 - Library has many events scheduled for 2022. *For more details, visiting the Innisfree Library website: <https://www.innisfreelibrary.ca/>*
- MMI-FCSS:
 - MMI-FCSS has many events scheduled for 2022; For more details on any of the programs/events, please visit MMI FCSS Website:
<https://mmifcss.wixsite.com/mmifcss>

Reminder: Volunteers are needed! If you know someone who may be interested in Volunteering, please contact the MMI FCSS Department.

Important Dates:

- **April 21, 2022 – ACE Annual General Meeting:** Dinner to be served at 5:30 PM; meeting to follow. Location: Vermilion Regional Centre (across from Vermilion Lakeland Campus).
- **April 25, 2022 – Municipal Elected Official (MEO) Course:** Located in Heisler, AB from 12:00 PM – 4:00 PM.
- **April 26, 2022 – Regional Emergency Management Agency Meeting (DEMS only)**
- **May 9-13, 2022 – CAO Away – Municipal Leaders Workshop in Kananaskis, Alberta**
- **May 9-13, 2022 – Economic Development Week**
- **May 17, 2022 – Regular Council Meeting**
- **May 26-30, 2022 – CAO Away Holidays**

SCHEDULE "A"

Council Minutes Action List

MOTION #	TITLE	DEPARTMENT	Details:
2021-09-21/07 & 2021-10-07/02	2021 Asphalt Rehabilitation Quotes – Request for Decision / 2021 Asphalt Rehabilitation Revised Quote/Asphalt Disposal	Admin	Work has been postponed until Spring 2022. A Letter of Understanding has been signed by the contractor to maintain the 2021 project contract in 2022.
2021-11-16/06 2022-01-18/04 2022-02-15/06 2022-02-28/01 2022-03-15/09	Del Norte School Lighting – Innisfree Parent Council Request	Admin	Initial draft of the Traffic Safety Bylaw was presented to Mayor and Council on January 18, 2022, February 15, 2022 and February 28, 2022. Amendments have been brought to the March 15, 2022 for approval. Council approved Second Reading of Traffic Bylaw. Brought forward to April 19, 2022 Meeting for Third and Final Reading.
2021-11-16/07	Driver Feedback Signage	Admin	Administration will provide quotes and a recommendation for Council, at the April 2022 Council Meeting. - See attached quote listing.
2021-12-14/22	CAO Report: MSP Project Proposal Ball Diamond Shale	Admin	- See attached quote listing
2022-03-15/02	2021 Audited Financial Statement & 2021 Financial Information Return	Admin	Administration has received the approved and signed Financial Statement Documents. Administration has uploaded the Financial Statements to the Innisfree website.
2022-03-15/08	Procurement & Expenditures Policy 1200-04	Admin	Amendments to policy have been completed. Copies have been placed in Council, Staff and Policy binders. A copy has also been uploaded to Innisfree Website.

2022-03-15/10	Request to Purchase TCD's	Admin	Administration has contacted vendor and has placed the order for the TCD's.
2022-03-15/11 2022-03-15/12 2022-03-15/13 2022-03-15/14	Amending Bylaw 650-20 – Water & Wastewater Bylaw 618-16	Admin	All three (3) readings provided. Bylaw has been signed and placed in Bylaw Binder in Administration Bldg. Copy uploaded to Innisfree website.
2022-03-15/15	Draft 2022 Strategic Plan	Admin	2022 Strategic Plan has been approved and uploaded to the Village website. First Quarter Tactical Plan to be provided at the April 19, 2022 Council Meeting.
2022-03-15/16	Tax Recovery Properties for Sale – Commercial & Residential	Admin	Administration has contacted selected Realtor RE: Tax Forfeiture Properties.
2022-03-15/17	Innisfree Delnorte School Financial Society – Request for Funding	Admin	Administration forwarded a letter to the Innisfree Delnorte School Financial Society advising of Council's motion.
2022-03-15/18	Electric Vehicle Charging Program – MCCAC	Admin	Administration submitted an Expression of Interest through the MCCAC portal. Administration had a brief discussion with an agent. Administration will submit an application, upon receipt of and per MCCAC's recommendation.
2022-03-15/20	Communications Tower – Plan 8776S, Block 12, Lot 15	Admin	Administration forwarded a letter to the previous owner of the Communications Tower.
2022-03-15/21	Utility Penalty Accruals – Forgiveness Request	Admin	Adjustments to the applicable UT Accounts has been made. Administration will bring forward the current Water & Wastewater Bylaw 618-16 for Councils review at a future Council meeting.
2022-03-15/22	Innisfree Library Board Appointment	Admin	Letter has been forwarded the approved members.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
MUNICIPAL STIMULUS PROGRAM: AMOUNT REMAINING = \$32,984 (DEADLINE: DECEMBER 31, 2022)					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
Birch Lake					
	Ball Diamond Shale	\$7,000	24 Yards (delivery included): \$4,838		Administration has received 2 of 4 quotes. See Schedule "A" for details on quote amounts. - See quote listing.
	Electrical Upgrades	\$5,000			Administration has touched base with Local Electrician regarding electrical upgrades at the campground. Further information to be provided.
	Picnic Tables & Fire Pits	\$5,000			Administration ordered one metal picnic table frame, to see the quality of the material (durability, etc.) - See quote listing.
	Outhouse Rehabilitation	\$16,000			- Quotes received exponentially exceeded budget - Administration is seeking additional quotes from different parties at this time.
	Tinning of Administration Office Roof	-	\$8,763	Yes	Motion # 2021-03-26/04
	Repairs to Side by Side	-	\$2,998	Yes	Motion # 2021-06-15/12

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
Fire Hall	Replace Overhead Doors	\$6,000	\$573.85 (2021) \$575 (2022)	Yes.	Motion: 2021-12-14/18
	LED Lighting	\$1,500	Quote: \$3,897.08 Actual: \$3,125.48	Yes.	Motion: 2021-12-14/15
	Install Sink/Washing Station	\$1,000	Plumbing Quote: \$ 600 2021 Sink: \$330 2022 Actual: \$650	Yes.	Motion: 2021-12-14/16

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
MSI CAPITAL (ACCEPTED APPLICATIONS)					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CAP-13636	2021-2023 ACE Water Capital Contributions	\$74,333.00	\$37,400.00 (2021) Motion # 2021-04-20/21		2022: \$24,140 2023: \$8,440
CAP-12135	Bobcat/Skid Steer Accessories	\$4,381.00	Portable Salt/Sander: \$1,619 (2020)		Project completed.
CAP-13446	Community Garden Project	\$10,000			Administration and Public Works will obtain quotes for dirt, fencing materials, signage and other additions that may be deemed appropriate for the Community Garden.
CAP-13638	Lawn Equipment & Accessories	\$1,500	Lawn Equipment: \$2,248.04 Motion # 2021-04-20/17		Jard Industrial quote provided includes: - 3 Trimmers = \$1,344 - 3 Blowers (included) - 3 Batteries = \$807 Totalled = \$2,151 Council, please approve the purchase of these items.
CAP-13414	Village Administration Office Renovations	\$50,000			Administration to advertise an RFQ for the removal and installation of flooring, and improvements to front counter/desk & exterior of building, and required electrical & plumbing upgrades

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CAP-12594	Replacement of Zero Turn Lawn Mower	\$9,000	\$6,405.00 Motion # 2021-04-20/12	Yes.	Project completed.
CAP-14033	Fire Hydrants	\$20,000			Install Fire Hydrants at 54 St (Rec Hall) & 53 St. and 49 Ave to increase coverage. Infrastructure/Capital Plan Item #4.01. <i>Tabled until Spring/Summer 2022</i> <i>Administration met with contractor and will provide quotes for a future budget meeting.</i>
CAP-14018	Side by Side Purchase	\$15,000			Administration applied for MSI Funding to ensure funding was available. Administration has not actioned this item. <i>Administration has sent out a RFQ on a trade in and purchase deal.</i>
-	Trade-in Bobcat/Skid-Steer	-	-		Quotes received. Administration will file with Capital Budget.

SCHEDULE "B"

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
FEDERAL GAS TAX FUND (ACCEPTED APPLICATION):					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
GTF-1196	Pedestrian Crossing Sign	\$50,000			2022-02-15/06 - See quote listing.
GTF-516	Innisfree Infrastructure Upgrades	\$75,000 (Remaining Funds – 27,472)	2022 *Est* SFE: 1. Flooding/Culvert Installation: \$4,800 *Paving Cost*		<i>Paving to be completed in Spring 2022.</i>
GTF-1187	Sidewalk Replacement/Rehabilitation	\$217,650			Rehabilitation will continue in 2022-2025 as per application.
GTF-1437	Manhole Repair/Rehabilitation	\$25,000			Infrastructure audit recommended 6 Manholes need immediate repairs. PW to identify priority areas, to present at a future budget meeting.

2022 Previously Approved/Proposed Budget Items' QUOTATIONS

Baseball Shale – approved for funding under **MSP** for total grant of **\$7,000** (\$2,162 remaining, with additional funding available to be reallocated from Fire Department Grant proposals.)

Shale quotes – research has revealed that 40 yd³ refurbishes one baseball diamond. On that basis, the following quotes have been secured for one diamond:

- **Whyte Avenue** (Edmonton) - Delivered \$10,080 – No Delivery \$9,540
- **Coloured Shale Products** (SK) – Delivered \$6,266.40 – No Delivery (\$71.50/ yd) = \$2,860 (The shale is located half to ¾'s an hour east of Assiniboia, SK)
- **Red Rock Products** (AB) – despite numerous emails – did not receive any response to Village inquiries

Driver Feedback Signs – approved for funding under **FGTF GTF-1196** for total grant allocation of \$50,000

- Quote was based on: all to be self powered, i.e. Not dependent on electricity (Solar), have reporting capabilities (to determine/track Driver compliance) and include all apparatus to install; standard 2-year warranty on sign; 1-year on batteries.
 - **ATS** – Model: *I-Safe 1 SL* – Reporting does not require internet (USB: OPTIONS: Bluetooth or GPRS) Does not require a subscription for traffic reporting **\$4,095**
 - **Hi-Signs** – Model: *Radarsign TC-400 (Battery Powered)* Bluetooth reporting. **\$4,300**
 - **Hi-signs** –Model: *Radarsign TC-600S (Solar Powered)* (Option to increase Standard 2-year warranty by one more year) Bluetooth reporting: **\$4,999**
 - **Mega-Tech** – Model: *Evolution 11* (Solar powered; Offers an i-Cloud Special Subscription to access traffic information remotely) **\$3,198.98 includes 1yr subscription to the icloud** (plus annual fee of **\$437.50** to remotely access feedback information) Otherwise, access to the information came be made via Bluetooth, at the site.

Picnic tables: - approved for funding under the **MSP Grant** Program or total grant funding of **\$5,000** which also includes the purchase of Fire Pits:

- A single Home Hardware metal frame has been received; **\$149**

Side-by-Side for Rec Park – approved for funding under the **MSI Capital Grant, Project#CAP-14018** for **\$15,000**. (The resale of the existing side-by-side has not been recognized and offset the purchase costs.) All quotes, developed from online applications:

- Pioneer 700-2 Deluxe (2021) \$16,399 MSRP
- Gator (JD) XUV560E Crossover Utility Vehicle - \$9,949 MSRP

Garden Soil for Community Garden MSI Capital Grant, Project #CAP-13446:

- Have not reached out to find a source/price

Village of Innisfree Monthly Financial Reconciliation
March 31, 2022

As per Books

	General Operating	Tax Recovery Account (2015)	Municipal Grants	Capital Reserves
Previous Month Balance	234,058.67	479.14	535,478.46	232,474.43
Deposits	32,375.95			
Deposits in Transit	-			
Interest Received	164.05	0.36	401.98	37.79
Sub-Total	266,598.67	479.50	535,880.44	232,512.22
Less Disbursements (A/P & PR)	46,245.08			
TD Bank Monthly EFT Fee	25.00			
RBC Monthly EFT Fee	30.26			
Monthly Interac Fee(s)	39.43			
Staples Supplies	147.21			
ATB EFT Fees	29.40			
Alberta Land Titles	40.00			
Liberty Security - Monthly Fee	91.33			
WCB - March	347.98			
ASFF - 1 st Qtr. Requisition	9,322.67			
Month End Balance	210,280.31	479.50	535,880.44	232,512.22

As Per Bank

	General	Tax Recovery Account	Municipal Grants	Capital Reserves
Month End Balance	229,528.59	479.50	535,880.44	232,512.22
Deposits in Transit				
Sub-Total	229,528.59	479.50	535,880.44	232,512.22
Less Outstanding Cheques	19,248.28			
Month End Balance	210,280.31	479.50	535,880.44	232,512.22

Outstanding Cheques

Chq #	Amount	Chq#	Amount
344	15.00	108	160.00
402	30.00	110	2,342.35
473	204.00	111	475.50
608	30.00	112	392.50
10407	30.00		
10453	30.00		
10463	82.00		
10534	9.60		
78	91.00		
86	3,167.10		
89	675.02		
90	8,400.00		
95	847.66		
99	575.12		
107	1,691.43	Total O/S Chq's	19,248.28



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
REQUISITIONS			
2-00-00-260	Designated Industrial Property Req	0.00	0.00
2-00-00-321	ASFF Requisition Residential	26,117.36	6,529.34
2-00-00-322	ASFF Requisition Non-Residential	11,173.33	2,793.33
2-00-00-328	ASFF Prior Year Levy Adj Residential	0.00	0.00
2-00-00-329	ASFF Prior Year Adj Non-Residential	0.00	0.00
2-00-00-330	Seniors Foundation Requisition	2,825.00	3,811.00
2-01-00-754	Seniors Foundation-Req	0.00	0.00
* TOTAL REQUISITIONS		40,115.69	13,133.67
**P TOTAL TAX AVAILABLE FOR MUNICI		(40,115.69)	(13,133.67)
GENERAL REVENUE			
1-00-00-510	Penalties Taxes	21,117.75	18,722.74
1-00-00-540	Franchise Fees - Natural Gas	21,550.23	7,099.20
1-00-00-541	Franchise Fees - Electricity	13,654.52	2,872.48
1-00-00-550	Bank Interest (General Operating)	328.12	426.35
1-01-00-590	Other Revenue Own Sources Invest	183.04	105.00
1-01-00-790	Sale of Assets Gain/Loss	0.00	0.00
1-11-00-765	Transfer from Reserves General	5,000.00	0.00
1-00-00-551	Bank Interest - Grants	818.09	562.17
1-00-00-552	Bank Interest - Reserves	307.08	71.91
1-00-00-553	Bank Interest - Tax Recovery '09 (TBill)	0.98	0.50
** TOTAL GENERAL REVENUE		62,959.81	29,860.35
ADMIN REVENUE			
1-12-00-135	Contract Refunds (WCB, AMSC, Etc.)	0.00	0.00
1-12-00-401	Sales Photocopies, Faxes, Services	1,231.18	350.23
1-12-00-402	Bank Fees Collected	0.00	77.00
1-12-00-560	Rental Revenue Adm	8,503.60	1,894.28
1-12-00-590	Other Revenue Own Sources Adm	6,845.76	442.94
1-12-00-840	Grants Conditional Provincial Adm	36,768.00	0.00
1-12-00-841	Provincial Grant Capital	24,113.37	0.00
1-12-00-290	Election (Senate/Referendum)	4,000.00	0.00
** TOTAL ADMIN REVENUE		81,461.91	2,764.45
TAXATION			
1-00-00-110	Taxes Residential	166,348.76	0.00
1-00-00-111	Taxes Non-Residential	46,719.48	0.00
1-00-00-112	Taxes M & E	4,341.49	0.00
1-00-00-120	Taxes SP Levy	0.00	0.00
1-00-00-190	Taxes Linear	27,882.89	0.00
1-00-00-230	Taxes Federal GIL	1,056.16	0.00
1-00-00-240	Taxes Provincial GIL	0.00	0.00
1-00-00-250	Taxes Minimum Levy	25,643.83	0.00
1-00-00-321	ASFF Residential Levy	27,436.04	0.00
1-00-00-322	ASFF Non-Residential Levy	11,781.88	0.00
1-00-00-330	Seniors Housing Levy	2,804.36	0.00
1-00-00-260	Taxes - Designated Industrial Property	90.77	0.00



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
* TOTAL TAXATION		314,105.66	0.00
FINE REVENUE			
1-21-00-530	Fines Police	100.00	0.00
** TOTAL FINE REVENUE		314,205.66	0.00
FIRE REVENUE			
1-23-00-410	Fees Fire Fighting	9,669.91	187.50
1-23-00-850	Joint Fire Services Agreement	21,044.26	0.00
1-23-00-990	Proceeds of Capital Disposal Fire	0.00	0.00
1-23-00-765	Transfer from Reserves Fire	2,000.00	0.00
** TOTAL FIRE REVENUE		32,714.17	187.50
BYLAW REVENUE			
1-26-00-522	License Animal	957.00	1,075.00
1-26-00-523	Business Licenses	375.00	460.00
1-26-00-590	Fines Bylaw	0.00	0.00
** TOTAL BYLAW REVENUE		1,332.00	1,535.00
PUBLIC WORKS REVENUE			
1-32-00-560	PW Rental Revenue	840.48	850.00
1-32-00-430	Sales Service (Grass,Snow)	1,469.05	0.00
1-32-00-765	Transfer From Operating Reserves PW	10,130.00	0.00
1-32-00-830	Grants Federal (CSJ) PW	2,992.50	0.00
1-32-00-840	Grants Provincial - Operating	0.00	0.00
1-32-00-841	Grants Infrastructure Provincial PW	0.00	0.00
1-32-00-850	FEDERAL GRANTS	0.00	0.00
1-32-00-990	Proceeds of Capital Disposal PW	0.00	0.00
** TOTAL PUBLIC WORKS REVENUE		15,432.03	850.00
STORMWATER REVENUE			
1-37-00-000	Grants - Provincial Capital	0.00	0.00
1-37-00-410	Stormwater Infrastructure Renewal	4,660.85	1,192.13
1-37-00-510	Penalties-Stormwater	0.00	0.00
1-37-00-850	Grant - Federal Capital	0.00	0.00
** TOTAL STORMWATER REVENUE		4,660.85	1,192.13
WATER REVENUE			
1-41-00-410	Water Consumption	43,583.39	10,624.71
1-41-00-411	Regional Water Fund	22,873.74	5,860.00
1-41-00-412	Water Base Fee	27,834.99	7,287.10
1-41-00-510	Penalties Water	2,775.08	733.59
1-41-00-511	Penalties-Regional Water Fund	0.00	0.00
1-41-00-765	Transfer from Reserves Water	0.00	0.00
1-41-00-841	Provincial Grant Capital	37,400.00	0.00
** TOTAL WATER REVENUE		134,467.20	24,505.40
SEWER REVENUE			



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
1-42-00-410	Billings Sewer	35,035.58	8,955.10
1-42-00-510	Sanitary Sewer Penalties	0.00	0.00
1-42-00-765	Transfer from Reserves Sewer	5,000.00	0.00
**	TOTAL SEWER REVENUE	40,035.58	8,955.10
SOLID WASTE			
1-43-00-410	Billings Garbage	46,662.62	11,921.28
1-43-00-411	Regional SWM Infrastructure Fee	17,539.74	4,527.90
1-43-00-510	Penalties - Solid Waste	0.00	0.00
1-43-00-511	Penalties SWM Fee	0.00	0.00
1-43-00-764	Transfer from Contributed Reserve Garbag	0.00	0.00
**	TOTAL SOLID WASTE	64,202.36	16,449.18
LAND REVENUE			
1-61-00-410	Sale of Land	857.14	0.00
1-61-00-522	Permits (Development, Subdivision)	150.00	75.00
**	TOTAL LAND REVENUE	1,007.14	75.00
PLANNING REVENUE			
1-66-00-522	Permits (Development and/or Subdivision)	0.00	0.00
**	TOTAL PLANNING	0.00	0.00
RECREATION REVENUE			
1-72-00-590	Fees Park Grounds	20,175.14	0.00
1-72-00-591	Fees Park Concession	0.00	0.00
1-72-00-592	Fees Park Firewood	1,380.00	0.00
1-72-00-760	Disposition Proceeds	0.00	0.00
1-72-00-764	Transfer to Operating Reserves	0.00	0.00
1-72-00-765	Transfer from Reserves Recreation	5,000.00	0.00
1-72-00-830	Federal Conditional Grants	2,756.50	0.00
1-72-00-415	Rec Park Donations	0.00	875.00
1-72-00-841	PROVINCIAL GRANT - CAPITAL	0.00	0.00
**	TOTAL RECREATION REVENUE	29,311.64	875.00
CULTURAL REVENUE			
1-74-00-400	Van Revenue (Community)	0.00	0.00
1-74-00-557	Museum Cost Recovery	0.00	0.00
1-74-00-591	Revenue Own Sources Culture	0.00	0.00
1-74-00-830	Grants Conditional Federeal Cultural	0.00	0.00
1-74-00-840	Grants Conditional Provincial Cultural	0.00	0.00
1-74-00-860	Other Revenue Own Sources Library	0.00	0.00
1-74-00-900	Recoveries Insurance Cultural	0.00	0.00
1-74-00-415	Museum Donations	0.00	0.00
**	TOTAL CULTURAL REVENUE	0.00	0.00
***	TOTAL REVENUE	741,674.66	74,115.44
COUNCIL EXPENSE			
2-11-00-130	Employer Cont Source Dec=ductions	10.58	15.59
2-11-00-135	WCB Council	0.00	143.41



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
2-11-00-151	Fees Council	6,407.50	2,498.75
2-11-00-211	Travel/Subsistence Council	716.87	129.55
2-11-00-212	Conventions/Seminars Council	1,725.01	330.00
2-11-00-274	Council insurance	0.00	0.00
** TOTAL COUNCIL EXPENSE		8,859.96	3,117.30
GENERAL EXPENSE			
2-19-00-274	General insurance	5,128.41	6,355.01
** TOTAL GENERAL EXPENSE		5,128.41	6,355.01
ADMIN EXPENSE			
2-12-00-110	Salaries & Wages Adm	67,562.54	23,008.86
2-12-00-111	Honorarium (Admin)	600.00	0.00
2-12-00-115	Salaries & Wages Assistant Adm	0.00	0.00
2-12-00-120	Salaries & Wages Casual	0.00	0.00
2-12-00-130	Employer Contributions Source Adm	4,317.02	1,646.87
2-12-00-131	Employer Benefits Adm	7,711.24	3,317.68
2-12-00-135	Workers Compensation ADM	2,138.99	318.12
2-12-00-211	Travel/Subsistence Adm	79.48	265.42
2-12-00-215	Telecommunications	3,343.63	1,177.55
2-12-00-216	Postage & Freight	590.82	174.02
2-12-00-212	Education Adm	0.00	0.00
2-12-00-213	Health & Safety Training - Adm	0.00	99.98
2-12-00-217	Website Costs	1,175.00	0.00
2-12-00-220	Membership Dues Adm	1,243.99	1,583.53
2-12-00-221	Advertising/Printing/Subscriptions Adm	4,809.10	745.15
2-12-00-230	Audit/Assessor Fees Adm	24,250.00	20,300.00
2-12-00-250	Contracted Services Adm	21,703.30	1,939.64
2-12-00-274	Insurance Adm	959.07	1,026.21
2-12-00-290	Election/Census Expense Adm	2,601.55	328.77
2-12-00-510	Goods, Materials & Supplies Adm	10,574.44	1,335.50
2-12-00-540	Utilities Heat Adm	1,313.47	324.32
2-12-00-541	Utilities Power Adm	2,940.08	247.00
2-12-00-543	Utilities Water&Sewer Adm	0.00	110.79
2-12-00-650	Provision Doubtful Accounts	11,890.92	1,809.71
2-12-00-762	Transfer to Capital Adm	0.00	0.00
2-12-00-765	Transfer to Reserves Adm	0.00	0.00
2-12-00-810	Bank Charges Adm	1,748.91	685.52
2-12-00-830	Bank Interest/Overdraft Fees Adm	0.00	0.00
2-12-00-910	Outages/Account for Penny Loss	0.00	0.00
2-12-00-911	Land Title Charges	620.00	30.00
2-12-00-995	Legal Expenses	12,850.10	0.00
2-12-00-770	Grants to Organizations Adm	12,000.00	0.00
** TOTAL ADMIN EXPENSE		197,023.65	60,474.64
FIRE EXPENSE			
2-23-00-120	Salaries & Wages Fire	15,625.20	0.00
2-23-00-135	WCB Fire	0.00	0.00
2-23-00-211	Travel & Subsistence Fire	0.00	0.00
2-23-00-215	Telecommunications Fire	3,257.92	947.62
2-23-00-217	Freight & Postage Fire	723.27	0.92
2-23-00-221	Advertising/Printing/Subscriptions Fire	250.00	0.00
2-23-00-234	Training Fire	950.00	0.00



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
2-23-00-250	Contracted Services Fire	592.93	6,115.00
2-23-00-274	Insurance Fire	1,605.55	1,880.27
2-23-00-510	Supplies, Goods & Equipment Fire	11,885.09	1,225.00
2-23-00-521	Fuel & Oil Fire	327.30	0.00
2-23-00-540	Utilities Heat Fire	2,854.42	(213.41)
2-23-00-541	Utilities Power Fire	1,918.81	(289.49)
2-23-00-543	Utilities Water & Sewer Fire	0.00	0.00
2-23-00-762	Transfer to Capital Reserves Fire	1,500.00	0.00
2-23-00-770	Grants to Organizations Fire	0.00	0.00
2-23-00-840	Operational Grant Local Government Fire	0.00	0.00
2-23-00-330	Fire Requisition - Joint F.S.A.	0.00	0.00
** TOTAL FIRE EXPENSE		41,490.49	9,665.91
 EMERGENCY SERVICE EXPENSE			
2-25-00-300	Ambulance Requisition	0.00	0.00
2-25-00-310	911 Requisition	1,204.20	0.00
2-25-00-330	Police Funding Model (Cost Share)	0.00	5,616.00
** TOTAL EMERGENCY SERVICE EXPENS		1,204.20	5,616.00
 BYLAW EXPENSE			
2-26-00-221	Bylaw Advertising	0.00	20.63
2-26-00-222	Bylaw Enforcement Costs	0.00	264.96
2-26-00-510	Bylaw Enforcement Goods & Materials	0.00	336.14
2-26-00-216	Postage & Freight - Bylaw	0.00	17.48
** TOTAL BYLAW EXPENSE		0.00	639.21
 PUBLIC WORKS EXPENSE			
2-32-00-111	Honorarium (PW)	450.00	0.00
2-32-00-115	Salaries & Wages Casual PW	3,990.00	0.00
2-32-00-130	Employer Contributions Source PW	1,571.79	312.03
2-32-00-131	Employer Benefits PW	1,660.74	542.08
2-32-00-135	WCB	0.00	94.36
2-32-00-211	Travel & Subsistence PW	0.00	0.00
2-32-00-215	Telecommunications PW	2,413.72	644.12
2-32-00-217	Freight & Postage PW	47.00	0.92
2-32-00-221	Advertising/Printing/Subscriptions PW	0.00	0.00
2-32-00-250	Contracted Services PW	575.88	91.98
2-32-00-270	CN Services PW	130.00	0.00
2-32-00-274	Insurance PW	2,766.29	1,707.65
2-32-00-510	Goods, Supplies & Materials PW	10,321.57	3,430.34
2-32-00-521	Fuel & Oil PW	5,889.35	1,689.12
2-32-00-540	Utilities Heat PW	1,960.19	730.35
2-32-00-541	Utilities Power (Street/Shop) PW	49,068.68	4,743.28
2-32-00-543	Utilities Water/Sewer PW	0.00	568.93
2-32-00-762	Transfer to Capital PW	2,500.00	0.00
2-32-00-110	Salaries & Wages PW	20,559.24	4,779.16
2-32-00-213	Health & Safety Training - PW	0.00	279.95
** TOTAL PUBLIC WORKS EXPENSE		103,904.45	19,614.27
 STORM DRAINAGE EXPENSE			
2-37-00-250	Contracted Services - Storm Drainage	0.00	0.00
2-37-00-510	Goods & Equipment Repairs - Storm Drainage	0.00	0.00



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
2-37-00-762	Contribution to Capital - Storm Drainage	4,775.00	0.00
**	TOTAL STORM DRAINAGE EXPENSE	4,775.00	0.00
WATER EXPENSES			
2-41-00-110	Salaries & Wages Water	8,337.59	2,048.21
2-41-00-120	Salaries & Wages Casual Water	0.00	0.00
2-41-00-130	Employer Contributions Source Water	499.68	133.73
2-41-00-131	Employer Benefits Water	691.08	232.31
2-41-00-211	Travel & Subsistence Water	0.00	320.00
2-41-00-215	Telecommunications - Water	1,783.16	623.14
2-41-00-217	Freight & Postage - Water	108.70	199.03
2-41-00-250	Contracted Services Water	12,749.35	1,119.58
2-41-00-270	Licenses & Permits Water	0.00	0.00
2-41-00-274	Insurance Water	2,166.66	2,318.34
2-41-00-350	ACE Regional Water Purchase	55,734.80	7,408.80
2-41-00-510	Goods, Supplies & Materials Water	9,578.71	203.55
2-41-00-540	Utilities Heat Water Plant	1,965.10	299.51
2-41-00-541	Utilities Power Water Plant	6,418.98	633.12
2-41-00-762	Transfer to Capital Water	2,500.00	0.00
2-41-00-830	Debenture Interest Water	0.00	0.00
2-41-00-831	Debenture Principal Water	0.00	0.00
2-41-00-840	750-Capital ACE Water Contribution	37,400.00	0.00
**	TOTAL WATER EXPENSES	139,933.81	15,539.32
SEWER EXPENSE			
2-42-00-110	Salaries & Wages Sewer	5,846.00	2,035.29
2-42-00-130	Employer Contributions Source Sewer	330.85	133.73
2-42-00-131	Employer Benefits Sewer	239.80	232.31
2-42-00-215	Freight/Phone/Postage Sewer	0.00	27.91
2-42-00-250	Contracted Services Sewer	0.00	0.00
2-42-00-274	Insurance Sewer	1,439.63	1,540.42
2-42-00-510	Goods, Supplies & Materials Sewer	11,237.50	0.00
2-42-00-541	Utilities Power Sewer Lift Stations	6,486.88	778.11
2-42-00-762	Transfer to Capital Sewer	2,500.00	0.00
**	TOTAL SEWER EXPENSE	28,080.66	4,747.77
GARBAGE EXPENSE			
2-43-00-110	Salaries & Wages Garbage	16,132.26	4,792.12
2-43-00-120	Salaries & Wages Casual Garbage	0.00	0.00
2-43-00-130	Employer Contributions Source Garbage	947.62	388.19
2-43-00-131	Employer Benefits Garbage	1,010.70	670.50
2-43-00-250	Contracted Services Garbage	26,185.45	2,258.00
2-43-00-274	Insurance Garbage	0.00	0.00
2-43-00-510	Goods, Supplies & Materials Garbage	209.14	28.82
2-43-00-521	Fuel & Oil Garbage	0.00	0.00
2-43-00-760	Capital Purchase Garbage	0.00	0.00
2-43-00-762	Transfer to Capital Garbage	5,000.00	0.00
2-43-00-770	Contrib. to Local Government	0.00	0.00
2-43-00-840	MSI Cap-Garbage	0.00	0.00
2-43-00-763	Transfer to Reserves - Regional SWM	17,950.00	0.00
**	TOTAL GARBAGE EXPENSE	67,435.17	8,137.63



Village of Innisfree

Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
FCSS EXPENSE			
2-51-00-351	FCSS Requisition	1,837.75	1,837.75
**	TOTAL FCSS EXPENSE	1,837.75	1,837.75
PLANNING EXPENSE			
2-61-00-510	General Goods, Supplies and Materials	0.00	0.00
2-61-00-250	Contracted Services	0.00	0.00
**	TOTAL PLANNING EXPENSE	0.00	0.00
LAND PURCHASES EXPENSE			
2-66-00-710	Land Purchase	0.00	0.00
2-66-00-911	Land Title Costs	0.00	0.00
**	TOTAL LAND PURCHASES EXPENSE	0.00	0.00
RECREATION EXPENSES			
2-72-00-111	Honorarium (Recreation Park)	0.00	0.00
2-72-00-115	Salaries & Wages Casual Recreation	3,675.00	0.00
2-72-00-130	Employer Contributions Source Recreation	0.00	0.00
2-72-00-131	Employer Benefits Recreation	0.00	0.00
2-72-00-135	WCB Rec Park	0.00	35.29
2-72-00-215	Freight/Phone/Postage Recreation	1,646.61	360.95
2-72-00-221	Printing/Advertising/Subscriptions	0.00	400.00
2-72-00-234	Training Recreation	0.00	0.00
2-72-00-250	Contracted Services Recreation	11,136.40	0.00
2-72-00-255	Maintenance Sports Grounds	0.00	0.00
2-72-00-274	Insurance Recreation	2,355.45	1,266.56
2-72-00-510	Goods, Materials & Supplies Recreation	16,082.43	0.00
2-72-00-521	Fuel and Oil Park	842.42	0.00
2-72-00-540	Utilities Heat Park Building	1,194.28	32.84
2-72-00-541	Utilities Power Park Grounds	4,499.81	148.78
2-72-00-543	Water/Sewer/Gas Hall	0.00	0.00
2-72-00-591	Concessions Park Grounds	0.00	0.00
2-72-00-592	Firewood - Recreation Park	2,728.57	0.00
2-72-00-760	Contribution to Capital	0.00	0.00
2-72-00-762	Transfer to Capital Recreation	1,000.00	0.00
2-72-00-764	Transfer to Operation Reserves Recreation	0.00	0.00
2-72-00-770	Donations Recreation	0.00	0.00
2-72-00-213	Health & Safety Training - Rec	0.00	0.00
**	TOTAL RECREATION EXPENSES	45,160.97	2,244.42
CULTURE EXPENSES			
2-74-00-110	Honorariums (Library/Museum)	0.00	0.00
2-74-00-120	Wages- Museum & Library	0.00	0.00
2-74-00-250	Contracted Services Library/Museum	0.00	0.00
2-74-00-274	Insurance Cultural Organization	4,870.86	1,898.00
2-74-00-300	Regional Library Requisition	1,166.29	1,150.60
2-74-00-350	Local Municipal Library Grant	3,500.00	0.00
2-74-00-510	Goods & Materials Library/Museum/Culture	0.00	75.00
2-74-00-415	Donations - Museum	0.00	0.00
2-74-00-540	Utilities Heat Museum	3,839.08	940.49



Village of Innisfree
Revenue & Expense Report

General Ledger	Description	2021 Actual	2022 Actual
2-74-00-541	Utilities Power Museum	1,684.16	177.94
2-74-00-221	Printing/Advertising/Subscriptions	1,338.52	125.66
** CULTURE EXPENSES		16,398.91	4,367.69
*** TOTAL EXPENSES		661,233.43	142,356.92
**** (SUPPLUS)/DEFICIT		(80,441.23)	68,241.48

*** End of Report ***



Village of Innisfree

Tax Trial Balance (Full Listing)

Trial Balance As Of 2022-04-01

Roll # Title Holder Tax Levy Accum. Penalty Out. Penalty Outstanding Current 1 Year 2 Years 3 Years Over 3

Sub Ledger		General Ledger						
Tax Levy	314,105.66	Local Improvement Levy	0.00					
Additional Tax Levy	0.00	Accumulated Penalty	18,722.74					
		Outstanding Penalty	18,196.01					
Current	8,442.96							
1 Year	42,381.60					8,450.64		
2 Years	31,348.63					148,045.53		
3 Years	26,311.66							
Over 3	48,011.32							
		Totals				156,496.17		
Outstanding	156,496.17							
		Total GL				156,496.17		
		Total SL				156,496.17		
		Proof				0.00		

*** End of Report ***



Village of Innisfree
Utilities Trial Balance (All Balances)
 Trial Balance As Of 2022-04-01

Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	3,502.26	3-00-00-274	8,303.49
Overdue 1	1,454.48		
Overdue 2	1,374.58		
Overdue 3	1,121.00		
Overdue 4	851.17		
Outstanding	8,303.49	Totals	8,303.49
		Total GL	8,303.49
		Total SL	8,303.49
		Proof	0.00

*** End of Report ***



Village of Innisfree

Cheque Listing For Council

2022-Apr-11
2:01:55PM

Cheque		Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date						
20220072	2022-03-02	ATB Financial MasterCard			PAYMENT		421.70
			2-12-00-290	JAN 13 - FEB 4	NOTICE OF ELECTION DAY - FLYER	30.21	
			2-12-00-216	JAN 13 - FEB 4	ADMIN POSTAGE	40.40	
			2-26-00-221	JAN 13 - FEB 4	BYLAW ENF. POSTAGE	21.66	
			2-23-00-217	JAN 13 - FEB 4	FIRE POSTAGE	0.97	
			2-32-00-217	JAN 13 - FEB 4	PW POSTAGE	0.97	
			2-41-00-217	JAN 13 - FEB 4	WT POSTAGE	95.63	
			2-43-00-510	JAN 13 - FEB 4	GARBAGE POSTAGE	0.97	
			2-12-00-510	JAN 13 - FEB 4	ADOBE SUBSCRIPTION (JAN 2022)	20.99	
			2-32-00-215	JAN 13 - FEB 4	MCSNET - PW	104.95	
			2-23-00-215	JAN 13 - FEB 4	JAN 13 - FEB 4, 2022 ATB M/C EXPEN	104.95	
20220073	2022-03-02	CANADA REVENUE AGENCY			PAYMENT		3,313.91
			4-00-00-237	FEBRUARY 2022	FEBRUARY 2022 SOURCE DEDUCTI	3,313.91	
20220074	2022-03-02	McEwen, Darlene			PAYMENT		200.00
			2-12-00-250	FEBRUARY 2022	FEBRUARY 2022 CLEANING SERVIC	200.00	
20220075	2022-03-02	TreeCare			PAYMENT		420.00
			2-32-00-510	FEBRUARY 2022	CHRISTMAS LIGHTING INSTALLATIC	420.00	
20220076	2022-03-02	VM Systems			PAYMENT		66.94
			2-12-00-510	CW7783	SERVICE - ADMIN COMPUTER BACK	66.94	
20220077	2022-03-02	Wells Fargo Equipment Fin Co			PAYMENT		620.55
			2-12-00-250	5018983290	RICOH LEASE INSTALLMENT # 15/22	620.55	
20220078	2022-03-02	VeraNova Properties			PAYMENT		91.00
			3-00-00-211	202203021	CREDIT BALANCE PAID	91.00	
20220081	2022-03-15	Dobler, Robert					
20220082	2022-03-15	Magosse, Brooke					
20220085	2022-03-18	ABSA			PAYMENT		75.00
			2-74-00-510	20220062	BOILER INSPECTION - MUSEUM	75.00	
20220086	2022-03-18	ACE			PAYMENT		3,167.10
			2-41-00-350	190	FEBRUARY 2022 WATER CONSUMP	3,167.10	
20220087	2022-03-18	Alberta Municipal Services Corpor			PAYMENT		7,583.80
			2-32-00-540	22-1042417	PW GAS	258.33	
			2-41-00-540	22-1042417	WTP GAS	222.29	
			2-74-00-540	22-1042417	MUSEUM GAS	496.31	
			2-23-00-540	22-1042417	REFUND - FIRE GAS	(49.29)	
			2-12-00-540	22-1042417	ADMIN GAS	156.78	
			2-32-00-541	22-1042417	PW POWER	331.40	
			2-41-00-541	22-1042417	WTP POWER	599.55	
			2-74-00-541	22-1042417	MUSEUM POWER	166.54	
			2-23-00-541	22-1042417	REFUND - FIRE POWER	(7.18)	
			2-12-00-541	22-1042417	ADMIN POWER	228.31	
			2-42-00-541	22-1042417	L.S. POWER	660.72	
			2-72-00-541	22-1042417	REC PARK POWER	148.94	
			2-32-00-541	22-1042417	STREET LIGHTS	4,371.10	
20220088	2022-03-18	County of Minburn			PAYMENT		6,259.59
			2-23-00-250	2022 FIRE REQ	2022 FIRE SERVICES AGREEMENT -	5,000.00	
			2-43-00-250	33485	FEBRUARY 2022 TIPPAGE AND HAU	1,259.59	
20220089	2022-03-18	EMCON SERVICES INC.			PAYMENT		675.02
			2-32-00-510	S2214-32892	SUPPLY OF TREATED SAND	675.02	
20220090	2022-03-18	Metrix Group LLP			PAYMENT		8,400.00
			2-12-00-230	2021 AUDIT	2ND AUDIT BILLING - DECEMBER 31	8,400.00	
20220091	2022-03-18	Minco Gas Co-op Ltd.			PAYMENT		37.47
			2-74-00-540	FEBRUARY 2022	REC PARK HEAT - FEB 2022	37.47	
20220092	2022-03-18	Munisight Ltd.			PAYMENT		323.74
			2-12-00-250	INV222462	FEB 2022 - MUNIWARE SOFTWARE/	323.74	
20220093	2022-03-18	NextGen Automation			PAYMENT		834.00



Village of Innisfree

Cheque Listing For Council

Cheque		Vendor Name	General		Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date		Ledger					
20220093	2022-03-18	NextGen Automation	2-74-00-221 2-12-00-221		393476 728000166	LIBRARY COPIER - 2022-01-30 TO 20 DECEMBER 11 - MARCH 10 - ADMIN	51.59 782.41	834.00
20220094	2022-03-18	RE/MAX PRAIRIE REALTY	2-12-00-510		INV-0150	PAYMENT MARKET ANALYSIS - TX FORFEITUR	236.25	236.25
20220095	2022-03-18	Receiver General for Canada	2-23-00-215		20220014476	PAYMENT 2022 RADIO AUTHORIZATION	847.66	847.66
20220096	2022-03-18	Suncor Energy Products Partnerst	2-32-00-521		FEBRUARY 2022	PAYMENT FEBRUARY 2022 FUEL	634.46	634.46
20220097	2022-03-18	Telus Communications Company	2-12-00-215 2-41-00-215 2-41-00-215 2-72-00-215 2-12-00-215 2-12-00-215		FEB 28- MAR 27 FEB 28- MAR 27	PAYMENT CABLE MILEAGE 780-592-2010 780-592-2041 780-592-2414 780-592-3729 780-592-3886	47.63 73.71 89.79 94.71 74.39 121.85	502.08
20220098	2022-03-18	Telus Mobility	2-12-00-215 2-32-00-215		MAR 2-APR 1 MAR 2-APR 1	PAYMENT CAO/PW CELL PHONE CAO/PW CELL PHONE	69.25 102.17	171.42
20220099	2022-03-18	Town of Vegreville	2-41-00-250 2-41-00-211		IVC62798 IVC62798-2	PAYMENT FEB 2022 - WTP SUPERVISION FEB 2022 - WTP SUPERVISION (MILE	407.12 168.00	575.12
20220100	2022-03-18	Village of Innisfree	2-32-00-543 2-12-00-543 2-74-00-540		1340000 13700000 1400000	PAYMENT PW SHOP WATER USAGE ADMIN OFFICE - WATER/SEWER US, MUSEUM WATER/SEWER USAGE	568.93 110.79 109.14	788.86
20220107	2022-03-31	Dobler, Robert						
20220108	2022-03-31	McMann, Deborah						
20220109	2022-03-31	Rogers, Thelma						
20220110	2022-03-31	Magosse, Brooke						
20220111	2022-03-31	Johnson, Jennifer						
20220112	2022-03-31	Raycraft, Evan C						

Total 46,245.08

*** End of Report ***

PUBLIC WORKS REPORT

Village of Innisfree

March 15, 2022 – April 19, 2022

Public Works Department

- Equipment maintenance ongoing; new battery installed in the Bobcat; repairs are required on the Hyundai Snow bucket
- **EMS** – attended 2-day course in Vegreville for Alberta emergency Management including a Mock Train Derail exercise.
- **OH&S** – completed several Occupational & Health Safety online courses including: “Health & Safety in the Workplace,” “Hazard Identification,” “Accident & Incident Safety,” & “WHMIS”

Transportation:

- County of Minburn PW Department provided snow removal services
- Chains on the Hyundai Loader improved traction.

Water Department:

- Water tests are performed daily at the Water Reservoir as well at several random addresses within the Village.
- A Main water break in/near Edmonton caused the ACE Regional System to slow the water supply to the Vegreville storage location; this resulted in the Water Pumps being shut off at the WTP for several days. This resulted in the Village water supply being delivered by gravity pressure only. Vegreville continued to keep the Village water reservoir full and monitored.

Sanitary Sewer Department:

- Continue to monitor the North Lift Station daily via electronic monitoring and check the West and South Lift Stations on a weekly schedule.
- Keeping watch on a manhole in front of 5128 – 51 Avenue.

Solid Waste Management

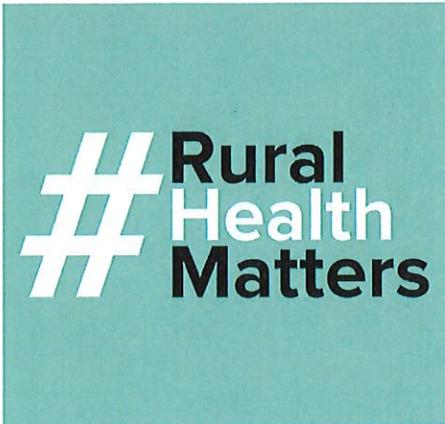
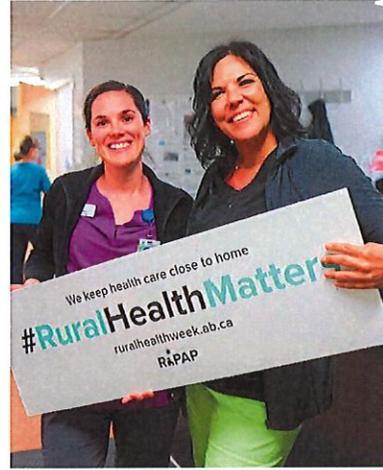
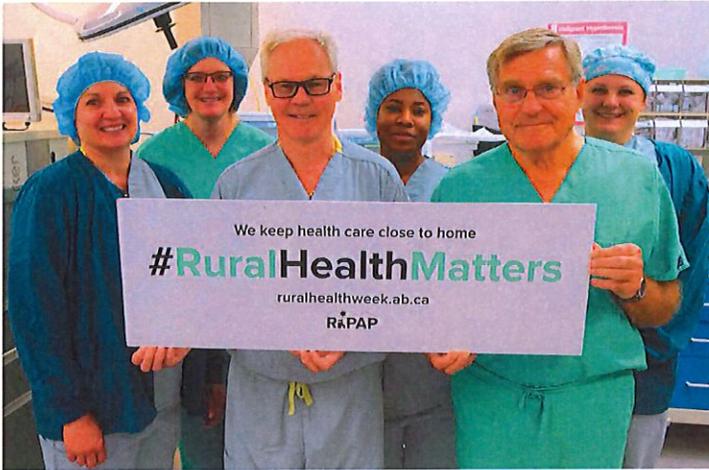
- Weekly garbage collection is ongoing (every Tuesday).
- Encountering several residences withholding their garbage for several weeks and then setting out 10-12 bags at one time; continuing to find over-weight bags.
- Also finding quite a few bags that, when not put into a container, have been torn apart by birds/animals, leaving a mess on the roadway/property.

Public Works “On-going” Project List:				
Project	Description	To be Completed by:	Status	Deadline:
Trimming of Tree’s	Ensuring back-alleys/sidewalks are clear of overhanging trees.	Public Works	Ongoing	Re-occurring
West Concrete Pile	Removal of concrete on the west end.	Public Works/Contractor	Ongoing	Summer 2022

Seniors Drop-In CC Valve Replacement	Replace cc valve at the Seniors Citizens' Centre.	Contractor	Ongoing. CC Valve will need to be replaced. However, CC Valve is not a valve the Village carries in stock. Will replace in Spring/Summer 2022 as tree removal may be necessary to access CC Valve. Administration will order appropriate parts to ensure items are in stock.	Spring/Summer 2022
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Submitted by:

Robert Dobler
Public Works Foreman
April 12, 2022



#ABRuralHealthWeek

May 30 - June 3, 2022 is Alberta Rural Health Week.

Give your local health providers a healthy dose of recognition.

Alberta Rural Health Week is a great opportunity to honour the contributions of the rural Alberta health-care providers and community volunteers who help keep health care close to home.

RhPAP offers a virtual toolkit and suggestions for how you can show appreciation for the health-care heroes who enhance the quality of life in rural Alberta during Alberta Rural Health Week.

For more details on how you can celebrate visit:



Let's celebrate rural Alberta!

rhpap.ca/arhw

Sample Alberta Rural Health Week Proclamation

Rural health providers are powerful assets in their communities. Not only do their health-care skills and practices enhance their community's quality of life, but these professionals also contribute to rural life on a more personal level. They have special relationships with their patients and community as family, friends, neighbours, volunteers, teachers, and mentors.

Community volunteers, led by local health professional attraction and retention committees, are the heart and soul of their communities. These local volunteers go above and beyond to support health care and health-care providers in their communities, developing innovative and collaborative approaches to successfully attract and retain health-care providers, and help keep health care close to home.

I, *<name of official>*, *<title>*, do hereby designate *May 30 – June 3, 2022* as Alberta Rural Health Week in *<name of community>*. I urge all community residents to show appreciation for the contributions of the rural health professionals and community volunteers whose abilities and efforts enhance the quality of life in rural Alberta.

Signed the *<day>* day of *<month>*, *<year>*

<Name of official, sign above>

Admin

From: Colin Buschman <cbuschman@npf-fpn.com>
Sent: April 7, 2022 5:57 PM
To: Admin
Subject: Proposal to Join Our Call to Action - NPF
Attachments: GoA Call to Action.pdf

REMINDER: If you are interested in signing onto the Call to Action, please reply to this email and include your logo before April 15, 2022.

Dear Mayor Johnson and Village of Innisfree Council,

I am writing to you today, with a proposal to join our Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta. This injection of funding would have a larger and more immediate impact within our communities to improve community safety and the health and well-being of all Albertans.

As you are aware, the Government of Alberta is reviewing the possibility of transitioning away from the RCMP to a new Alberta Provincial Police Service (APPS). Last year, they released a Transition Study, which outlined potential exorbitant costs, including \$366 million in one-time transition costs over six-years and \$139 million in additional policing costs annually, increasing with inflation. With that said, over just a six-year period costs would total over \$1.2 billion.

Through polling that the NPF has conducted over the past year, it is clear that Albertans feel the same with. An overwhelming 84% of Albertans support retaining the RCMP and believe the Government of Alberta should instead focus on addressing the root causes of crime and improving social services.

As the Government of Alberta continues to consult and push the idea of a new and expensive police service forward, now is the time for all impacted stakeholders to come together to tell the government that the proposed money would be better invested into critical services to address under resourcing, staffing shortages, and the lack of social support programs.

Attached to this email is a draft of the Call to Action to the government for your review.

Our goal is to have stakeholders sign on and to release publicly at the end of April in a joint effort.

If you are interested in signing onto the Call to Action, please reply to this email and include your logo for use which will be added to the Call to Action, before April 15, 2022.

If you have any questions, comments, or concerns, please don't hesitate to contact me.

Colin Buschman

Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l'ouest
National Police Federation | Fédération de la Police Nationale

(236) 233-8100
<https://npf-fpn.com>



**NATIONAL
POLICE
FEDERATION**

**FÉDÉRATION
DE LA POLICE
NATIONALE**

 @NPFFPN

 NPF_FPN

 nationalpolicefederation

 National Police Federation

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des membres de la GRC.
This email may contain PRIVILEGED AND/OR CONFIDENTIAL INFORMATION intended only for the use of the addressee. If you are not the addressee or the person responsible for delivering it to the person to whom it was addressed, you may not copy or deliver this to anyone else. If you receive this email by mistake, please immediately notify us.

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April XX, 2022

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of \$366 million over six years, and, at minimum, an additional \$139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's \$2 million Transition Study did not highlight how a new APPS would address any of these issues.

We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
 - *Expand Police and Crisis Teams with police and Alberta Health Services*
 - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
 - *Ensure timely trials by prioritizing violent over non-violent crimes*
 - *Hire more Crown prosecutors and appoint more Provincial Court Judges*

MAR 28 2022



St. Paul Search and Rescue Society, Box 1323 St. Paul, AB T0A 3A0

March 9, 2022

Jennifer Johnson, Mayor
Village of Innisfree
Box 69
Innisfree, AB
T0B 2G0

Dear Council:

St. Paul Search and Rescue has been providing Search and Rescue services to the region for more than 25 years. With the support of local business, membership fees, casinos and fundraising activities we have been successful and able to operate without concern, but like most Not-for-profits this past two years has been difficult. The pandemic caused the cancellation of most of the activities we relied on to fundraise.

Our basic cost of operations is approx. \$4500.00/year. Much of this insurance and maintenance on equipment. We were successful in obtaining grants and local businesses did step up to help us with equipment updates, PPE and training, but finding grants or sponsorships for insurance and equipment maintenance did not yield us any success. Normally we raise these dollars by having team members provide security, clean up and bartending services for many community events. Of the 12 activities we had planned in 2020/21 only 2 of them were able to proceed.

In the past five years our team has been active in more than 30 searches in the region. We currently provide:

- Ground search and rescue (including drone and equine), Location and/or rescue of lost (missing) persons,
- Evidence search (for RCMP), Recovery of deceased persons, Response during a major emergency

As we moved into 2022, our board took a serious look at our operations and discussed the ability to catch up our lost fundraising revenues. A decision was made to reach out to all the municipalities in which we serve and a motion passed for us to make a small request. Our thought; a little bit of help from each municipality we serve, can make a big difference to us. Combined these requests would cover half of the money we need to operate and the rest we are confident we can raise through community events now being planned again. We already work closely with the Town and County of St. Paul. They provide space for training, office space, a fenced equipment staging/storage area and an insurance provider. All of these go a long way in helping us do what we do for the whole region.

We are therefore sending this letter as a request for \$75.00.00 to St. Paul Search and Rescue, to be paid sometime in 2022 – to help us with operational funding.

I thank you for your consideration. If you would like to know more about us or update our contact information in your emergency management plans, please contact me. 780-645-8115.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Gerlinsky".

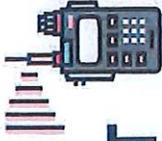
Ken Gerlinsky, President

What you will learn

- **Text, Map & GPS Navigation.**
- **Introduction to Tracking.**
- **Basic Casualty Treatment & Transport.**
- **Search Types & Tactics.**
- **Evidence Handling.**
- **24 Hour Survival.**
- **Radio Procedure.**
- **Introduction to Incident command Systems.**
- **Camp Fire Lighting Methods.**
- **Camp & Shelter Construction.**
- **Plus More.**



VALUE STATEMENT



- *WE honour our word.*
- *WE hold each other accountable.*
- *WE recognize, reward and value each other.*
- *WE treat each other honestly, fairly and with respect.*
- *WE align group and individual needs to achieve results.*
- *WE share information, responsibility, and decision making.*
- *WE are on the same team working together toward common goals.*
- *WE are responsible for everybody's safety – we build it in to all that we do.*
- *WE acknowledge that different opinions are inevitable and necessary – everyone has the right to be heard.*

<https://www.facebook.com/StPaulSAR>

ARE YOU.

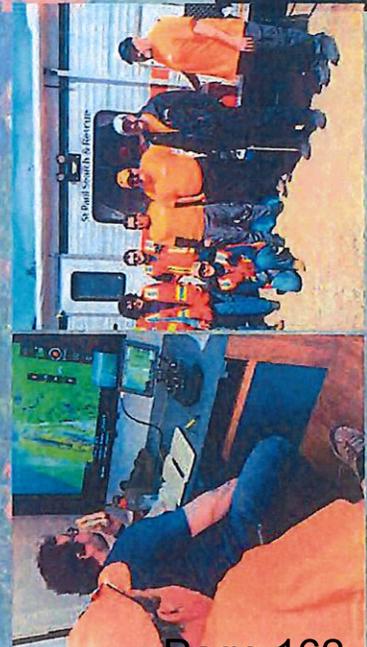
- *Dedicated to helping people and the community*
- *Willing to regularly attend searches, training, committee meetings and community events.*
- *A collaborative team player*
- *Volunteer Oriented.*
- *Willing to Commit to Search & Rescue.*

Then Volunteer Today



BASIC SEARCH AND RESCUE REQUIREMENTS

- Applicants must be 18 year or older.
- Provide a Criminal Record Check including Vulnerable Sector Search.
- Willing to make a Commitment of Time and Service to St. Paul SAR.
- Participate in Exercises and Call Outs.



<https://www.facebook.com/StPaulSAR>



Member Statement

"I have been involved with SAR Alberta for over 20 years starting out as a Basic Searcher and advancing up to my present roll as Search Manager. It is a 100% volunteer organization that supports the R.C.M.P., municipalities and the Province in times of need. What appeals to me about SAR is that I get to work side by side with similar minded people for the safety and common good of my community. SAR trains people to use a scientific approach for searching and it supports us in acquiring the variety of skills needed to working in the outdoor environment. In the event of a disaster or civic emergency Search and Rescue is trained, equipped and ready to assist as part of its mandate. We have the organization, skills and discipline needed by the tasking agency. I get a lot of personal satisfaction from my work with the organization and I'm proud to call myself a Search and Rescue Volunteer."

Duane Fleming



Member Statement

"In my previous communities I was working and volunteering in emergency services. Since moving to the County of St. Paul, and miles away from a fire department, I have focused my volunteer energy into Search and Rescue. This is a different way to serve my community and one in which I can put good use and practice the skills I have learned. I enjoy the training and working with an awesome team of volunteers who want to help those who live, work and visit our region."

Ian Fox



Contact Us For More Information or Volunteering

Gerlinsky, Ken (President)
kgerlinsky@hotmail.com
Fox, Penny (Treasurer)
pennyfox09@gmail.com
Dickau, David (Member)
dssa.canada@gmail.com

<https://www.facebook.com/StPaulSAR>

Village of Innisfree (CAO)

From: Jennifer Johnson <johnsonjm14@gmail.com>
Sent: April 8, 2022 10:33 AM
To: Village of Innisfree (CAO); Evan Raycraft; NoReply
Subject: FW: Invitation to Proclaim June 19th, 2022 The Longest Day of SMILES®

Follow Up Flag: Follow up
Flag Status: Flagged

Sent from [Mail](#) for Windows

From: [Candy Keillor](#)
Sent: Thursday, April 7, 2022 4:17 PM
To: johnsonjm14@gmail.com
Subject: Invitation to Proclaim June 19th, 2022 The Longest Day of SMILES®

Is this something that we as the Village of Innisfree may consider? If so I will contact Candy Keillor.

Thank you for your consideration
Mayor Jennifer Johnson

Dear Mayor **Jennifer Johnson**,

In these unprecedented times, Operation Smile Canada recognizes the importance of engaging community members in ways that enable them to use their passion and creativity to encourage positive change.

Which is why we are inviting you as the Mayor of Village of Innisfree to proclaim June 19th, 2022 as the Longest Day of SMILES® in your community.

The Longest Day of SMILES® encourages community ambassadors to raise awareness and funds to help a child born with a cleft condition smile and change their life with free, safe, cleft surgery and comprehensive care. From sun-up to sun-down, from coast to coast to coast, Canadians are dedicating June 19th, 2022, and the time leading up to it, to helping children SMILE.

Operation Smile Canada is a volunteer-delivered global medical charity that exists to ensure everyone has access to safe, effective surgery that they need wherever they live in the world. Surgery that will change a child's life forever... help families, communities, countries, regions and yes, the world.

By proclaiming June 19th, 2022, as the Longest Day of SMILES® in Village of Innisfree and challenging other communities to do the same, you can provide waiting children with exceptional cleft care and a hopeful future with a new smile.

Our Community Engagement & Fundraising team is happy to support you and your community should you choose to participate with us.

To confirm your participation or to request more info, please email Candy Keillor, Community Engagement Specialist candy.keillor@operationsmile.org

To learn more about the transformational impact of Operation Smile Canada, visit: operationsmile.ca

We look forward to collaborating with you and your team to make this the best Longest Day of SMILES® yet!
Together we can make a difference one smile at a time!

Keep Smiling,

A handwritten signature in cursive script that reads "Candy Keillor".

**Candy Keillor (she/her)
Community Engagement Specialist**

Letters:

March 12, 2022 – APWA – Alberta Chapter – National Public Works Week, May 12 – 21, 2022
“Ready & Resilient.” The APWA Alberta Chapter is seeking support to recognize and promote National Public Works Week by acknowledging May 15 – 21, 2022 as National Public Works Week in your community. This year’s theme is “Ready & Resilient.”

March 23, 2022 – Town of Fox Creek – Letter to AUC – Copy of a letter the Town of Fox Creek sent to the Alberta Utilities Commission citing a request encouraging the Commission perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit the corporations are making off of Albertans.

April 4, 2022 – CN Public Inquiry Line – Notice of CN’s vegetation control activities in the area between April and October 2022.

Magazines/Newsletters:

AutoSphere	Vol.3, No.1; April/March 2022
InfraStructure	Vol.27, No.4, April 2022
AHVNA Connections	Vol.18, Issue 1
Private Motor Carrier	Vol.10, Issue 1; Spring 2022
Award – Architect Design	March 2022

Other Correspondence:

Morrison Hershfield	Advertisement for Engineering Services
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