



Village of Innisfree
Regular Council Meeting
March 18, 2025 @ 4:00 p.m.
Village of Innisfree Council Chambers

1. Regular Council Meeting - Call to Order
2. Agenda
 - a. Deletions/Additions
 - i. Solid Waste Bylaw Discussion
 - ii. Vermilion RCMP Detachment Priority Discussion
 - b. Adoption of Agenda
3. Adoption of Minutes – February 18, 2025, Regular Meeting Minutes
4. Business Arising from the Minutes – Regular Council Meeting
5. Policies & Bylaws: Solid Waste Bylaw
6. New Business
 - a. Aquatech Quote – RFD
 - b. 2025 ICF Amending Agreement
 - c. VILB Board Appointment Recommendation
7. Councillor Reports
 - a. Northern Lights Representative Report (March 2025) – K. Brummer
 - b. Alberta Hub Minutes (January 23, 2025) – Kathy Dmytriw
 - c. M.D Foundation Report (March 13, 2025) – J. Johnson
 - d. Crossroads Board Report (Feb/March 2025) – K. Dmytriw
 - e. Kalyna Country Ecomuseum Trust Society Report – (March 12, 2025) – D. McMann
8. Administration Reports
 - a. Reports:
 - i. CAO Report – Period Ending March 14, 2025
 - ii. CAO – Council Action List
 - iii. CAO - Municipal Grants Report
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending February 28, 2025
 - ii. Revenue & Expense – Period Ending February 28, 2025 – to be provided
 - c. Public Works Foreman Report – February 28, 2025
 - d. Regional Fire Chief Report – March 10, 2025
9. Correspondence – Fire Truck Bill of Sale, Purolator Update, Letters from Minister
10. Adjournment

**VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of February 18, 2025**

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, February 18, 2025.

CALL TO ORDER

Mayor Raycraft called the Regular Council meeting to order at 4:00 PM.

PRESENT

Attendance in-person

Mayor Evan Raycraft
Councillor Jennifer Johnson
Councillor Deborah McMann

Kayla Paranych, Chief Administrative Officer

*APPROVAL OF
AGENDA*

2025-02-18/01

Moved by Mayor Raycraft that the agenda be accepted as presented with the following additions:

- 7d. Spring Caucus Conference AB Munis
- 7.e AB Municipalities Fall Convention

CARRIED

*DELEGATION:
RCMP VERMILION –
Corey Buckingham*

Corey Buckingham entered the meeting at 4:01 pm

Departure

Corey Buckingham departed at 4:14 pm.

*DELEGATION:
Crossroads EDC*

Crossroad Economic Development Consultant Kathy Dmytriw entered the meeting at 4:14 pm. K. Dmytriw provided Council an up-to-date overview of the Crossroad Regional Economic Alliance activities.

Late Arrival

Clr. D. McMann arrived at 4:53 pm.

Departure

Delegation Kathy Dmytriw departed at 5:02 pm.

2024-02-18/02

Moved by Clr. J. Johnson that Council accept the delegation reports as information.

CARRIED

*APPROVAL OF JAN.
28, 2025, REGULAR
MINUTES*

2025-02-18/03

Moved by Mayor Raycraft that the January 28, 2025, Regular Council Meeting minutes be approved as amended:

- Rescind Temporary Bylaw 693-25
- Add “carried unanimously” to motion **2025-01-28/7**
- Remove “unanimously” to motion **2025-01-28/8**

CARRIED

*LIBRARY BOARD
APPOINTMENT*

2024-02-18/04

Moved by Mayor Raycraft that Council approve the recommended appointed member Yvonne Parasynchuk for the Library board for a term of 3 years ending March 15, 2028.

CARRIED

**VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of February 18, 2025**

<p><i>UTILITY RATES</i> 2024-02-18/05</p>	<p>Moved by Clr. J. Johnson that Council approve the new solid waste utility rates, removing the regional landfill rate of \$12.00 and reducing the solid waste fees from \$29.95 to \$19.95.</p>	<p><u>CARRIED</u></p>
<p><i>Rescind Master Rates bylaw 692-24</i></p>	<p>Council to rescind Master Rates Bylaw 692-24</p>	
<p><i>2025 Master Rates Bylaw 694-25 – 1st</i> 2024-02-18/06</p>	<p>Moved by Clr. J. Johnson that Council provide FIRST reading to Master Rates Bylaw 694-25 this 18th day of February 2025.</p>	<p><u>CARRIED.</u></p>
<p><i>2025 Master Rates Bylaw 694-25 – 2nd</i> 2024-02-18/07</p>	<p>Moved by Clr. D. McMann that Council provide SECOND reading to Master Rates Bylaw 694-25 this 18th day of February 2025.</p>	<p><u>CARRIED.</u></p>
<p><i>2025 Master Rates Bylaw 694-25 – 3rd</i> 2024-02-18/08</p>	<p>Moved by Mayor Raycraft that Council provide THIRD reading to Master Rates Bylaw 694-25 this 18th day of February 2025.</p>	<p><u>CARRIED UNANIMOUSLY.</u></p>
<p><i>2025 Master Rates Bylaw 694-25 – 3rd & F</i> 2024-02-18/09</p>	<p>Moved by Clr. D. McMann that Council provide a THIRD and FINAL reading to Master Rates Bylaw 694-25 this 18th day of February 2025.</p>	<p><u>CARRIED.</u></p>
<p><i>ADMINISTRATION TRAINING</i> 2024-02-18/10</p>	<p>Moved by Mayor Raycraft that Council approve Administration to attend the Municipal Clerks Conference in April for training and in turn the office will be closed those days.</p>	<p><u>CARRIED.</u></p>
<p><i>SPRING CAUCUS CONFERENCE</i> 2024-02-18/11</p>	<p>Moved by Mayor Raycraft that Council approve 1 Councillor to attend the AB Munis Conference in March.</p>	<p><u>CARRIED.</u></p>
<p><i>FALL CONFERENCE</i> 2024-02-18/12</p>	<p>Moved by Clr. D. McMann that Council approve Administration to book and hold rooms for 3 Councillors and 1 Admin Staff to attend the 2025 Fall Conference.</p>	<p><u>CARRIED.</u></p>
<p><i>COUNCILLOR REPORTS</i> 2024-02-18/13</p>	<p>Moved by Mayor Raycraft that the items listed under Councillor Reports be accepted as presented.</p>	<p><u>CARRIED.</u></p>
<p><i>ADMINISTRATION REPORTS</i> 2024-02-18/14</p>	<p>Moved by Mayor Raycraft that the items listed under Administration Reports be approved as presented.</p>	<p><u>CARRIED.</u></p>

VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of February 18, 2025

CORRESPONDENCE
2024-02-18/13

Moved by Clr. D. McMann that the items listed under Correspondence be received as information.

CARRIED.

ADJOURMENT

Moved by Clr. J. Johnson that the meeting be adjourned at 5:51 PM.

K. Paranych, C.A.O.

E. Raycraft, Mayor

Request for Decision (RFD)

Topic: Cleaning and Inspection of Potable Water Reservoir

Initiated by: Administration

Attachments: 2025 Quote & 2023 Video Report from Aquatech Diving & Marine Services

Purpose(s):

1. To clean and inspect the Village of Innisfree potable water reservoir.

Background:

1. Administration was contacted by the Utilities Manager from the Town of Vegreville, who recommended this procedure be completed, or budgeted for in 2025. The Village of Innisfree relies on the Town of Vegreville to oversee the Villages' potable water system.
2. As this quote was an unbudgeted item, administration communicated that this quote would need to be presented to Council or budgeted in the next fiscal year.
3. Administration contacted Aquatech directly for more information. Administration discovered a video inspection of the reservoir had been done by Aquatech in March 2023, but no cleaning had taken place.
Aquatech advised in their report from March of 2023 that the reservoir was in good shape, and a cleaning was recommended within a couple of years.

Key Issues/Concepts:

1. Some corrosion on the ladder in the reservoir (as per 2023 video report)
2. 3 pumps are 'quite' corroded in the reservoir (as per 2023 video report)
3. Alberta Environment do recommend reservoir cleaning every 4 to 5 years

Options:

1. Council accepts Aquatechs' 2025 quote and proceeds with reservoir inspection & cleaning.
2. Council direct administration to include the reservoir inspection & cleaning to the 2026 budget.
3. Council accepts this as information.

Financial Implications:

1. Aquatech quote attached. This could be subject to change once the inspection is completed, and cleaning has begun.

Relevant Policy/Legislation:

1. No legislation relevant as per Alberta Environment.

Political/Public Implication(s):

1. None foreseen.

Recommendation:

1. As per Council recommendation.



Aquatech Diving & Marine Services Ltd

Box 369, Eckville, TOM OX0, AB

Phone: (780) 913-6690

info@aquatechdiving.ca

aquatechdiving.ca

January 3, 2024

Att: Jorgen Huijsink

jhuijsink@vegreville.com 780-603-8807

RE: Diving Ops

The following quote is to provide a DCBC certified dive team and all required support gear to clean and inspect the potable water reservoir at Innisfree. We would also like to remove the fall arrest cage as it poses a safety concern in the event of recovery of an unconscious diver. The scope of work is projected to take 1 day. The quote will also include all travel and LOA but may be minimized if we can coordinate with other municipalities.

Mileage from Eckville and return	640kms-200kms=	440kms @ \$1.50/km	\$660.00
Travel for dive team 1 way		4.5hrs @ \$50.00/hr/diver	\$900.00
DCBC certified dive team (4)		\$2700.00/day	\$2700.00
Dive truck, trailer, air spread, and cleaning gear		\$1500.00/day	\$1500.00
LOA for dive team (4)		\$225.00/day/diver	\$900.00
Total			\$6660.00

Included in list:

- 10-hour workdays (including travel).
- Client to provide reasonable access to the dive site.
- Safety compliance; DCBC certified Commercial Divers (3), DCBC certified Diving Supervisor.
- Dive trailer/tool crib (includes wrenches, ratchets, and other hand tools).
- All equipment to conform to CSA Standard Z275.2-15 Occupational safety code for diving operations and CSA Standard Z275.4-12 Competency for diving operations.
- Copy of FLRA, and USB drive with inspection video (as required).



In addition, our prices may be subject to:

- Additional hourly overtime rate of \$405.00/hr. (As required after 10 hours, and through weekends and holidays).
- Standby/cancellation rate of \$2700.00/day due to: Dangerous weather conditions on site or travel out, unsafe access/egress to dive site, underwater obstacles or administrative conditions beyond our control that prevent the crew from completing the scheduled project. (24-hour minimum notice required for cancellation)
- LOA based on local rates for the dive crew (4 persons, as required for overnight stays and day trips over 12 hours).

If you have any questions or concerns please don't hesitate to reach me at the above email or phone number.
Regards,

Steve Berube

DO NOT USE SCUBA DIVERS!

SCUBA diving is illegal in most commercial diving operations.





This is to certify that

Aquatech Diving and Marine Services Ltd.

Is a **Contractor** member of the Canadian Association of Diving Contractors.

As a member, the company has pledged to foster safety in all areas of activity; to comply with all regulations as set out by the authority having jurisdiction and to observe - as a minimum - the diving safety standards as identified in current CSA Z275.2 Occupational Safety Code for Diving Operations + CSA Z275.4 Competency Standard for Diving Operations; and other Safety upgrades to the standards and amendments as approved by the Board of Directors and to maintain high standards with regard to business ethics, employee relations, and the public image of the underwater industry.

EXPIRES: DEC 31 2023

Doug Elsey - Exec Director

Dave Geddes - President 2018 - 2022/23



Mission Statement: "The Canadian Association of Diving Contractors (CADDC) will represent its members common interests with regards to safety and environmental standards, client satisfaction, and government intervention within our industry. The CADDC will actively promote the use of its members and will supply its members with information and tools to ensure their competence, improve their performance and safety."

NOTE: Further information on CADDC member status can be obtained by contacting the CADDC offices at the following contact points.
Contact: Doug Elsey (Exec Director) Email: Delsey@CADDC.CA
Tel: 905-542-7410 Fax: 905-567-6703
Address: DOUG ELSEY / CADDC, 6382 Coachford Way, Mississauga, Ont. Canada L5N3V8
Website: www.CADDC.CA



COLLECT VERIFY CONNECT

Certificate of ISNetworld® Membership



Aquatech Diving & Marine Services Ltd

41323 | Rimbey, Alberta T0C2J0

ISN ID Number: 400-482967

A member of ISNetworld since April 02, 2020



Joseph Eastin, CEO



Brian Callahan, PRESIDENT & COO

www.isn.com



Partnerships
IN INJURY REDUCTION

Small
Employer
Certificate
of
Recognition

This certificate recognizes that

AQUATECH DIVING & MARINE SERVICES LTD.

In keeping with the principles of *Partnerships* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an evaluation of their health and safety program.

Shaddad

Alberta Association For Safety Partnerships
Certifying Partner

Ian Hooper

Ian Hooper
Government of Alberta

Certificate #20231102-SE4449
WCB Industry Code(s): 40400

Expiry Date: November 02, 2026





Aquatech Diving & Marine Services Ltd

Box 369 Eckville Alberta

T0M 0X0

info@aquatechdiving.ca

www.aquatechdiving.ca

March 10, 2023

Innisfree Reservoir

The following report is comprised from video taken from a DTG3 inspection ROV. The hatch is large enough to accommodate divers. The water clarity was very good with a depth 2.6m of at the time of inspection.



Ladder

The ladder in the reservoir is made of galvanized steel and has slight surfac corrosion. There is also a fall arrest cage around the top portion. It could be a hinderance in the even divers were in the reservoir.



Sediment

Sediment levels were not overly high. 2-3mm at most. There is a bit of buildup in the sump. The middle pump shows a clear sediment buildup from where it draws water.



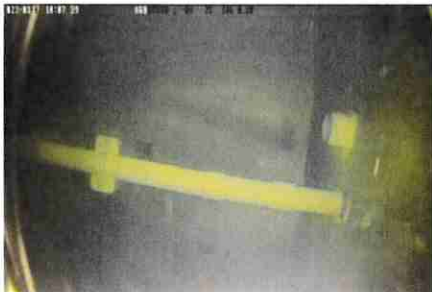
Pumps

There are 3 pumps in the sump. All the pumps have screens on the bottom. They are quite corroded.



Pipes

The fill line in the reservoir is HDPE and is in good shape. The only other pipe noted is a small pipe next to the fill line with a butterfly valve inside it.



Infrastructure

There was no obvious signs of structural issues in the reservoir. There was some water on the roof in the NW and SW (I think) corners. This could be water coming in from the outside or just heavy condensation.



Conclusion

The overall shape of the reservoir was good. The reservoir could use a cleaning but it could go another couple years.



AMENDING AGREEMENT entered into this ____ day of January, 2025.

BETWEEN:

COUNTY OF MINBURN NO. 27
(hereinafter referred to as the "County of Minburn")

- and -

VILLAGE OF INNISFREE

ICF AMENDING AGREEMENT

WHEREAS the County of Minburn and the Village of Innisfree have entered into an Intermunicipal Collaboration Framework dated February 5, 2020 (the "ICF"); and

AND WHEREAS Ministerial Order No. MSD: 024/23 provides that the date by which a municipality must review an intermunicipal collaboration framework is amended from at least every five years to at least every seven years (the "Ministerial Order");

AND WHEREAS the County of Minburn and the Village of Innisfree wish to amend the ICF to reflect the extended timeline in the Ministerial Order to review the ICF.

NOW THEREFORE the County of Minburn and the Village of Innisfree covenant and agree with each other as follows:

1. Section B(3) of the ICF is replaced with the following:

It is agreed by the Municipalities that the Councils shall review at least once every seven years, commencing no later than 2027, the terms and conditions of the agreement.

2. Except for the foregoing amendment, the ICF shall continue in full force and effect and binding in accordance with its terms.

[Signature Page to Follow]

IN WITNESS WHEREOF the County of Minburn and the Village of Innisfree have affixed their corporate seals as attested by their duly authorized signing officers as of the first day above written.

COUNTY OF MINBURN NO. 27

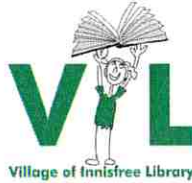
VILLAGE OF INNISFREE

Reeve

Mayor

Chief Administrative Officer

Chief Administrative Officer



Village of Innisfree Council Meeting
Tuesday, Mar 18th at 4pm

Re: Recommendation for New Board Appointment

Introduction

This report presents a recommendation for a new board appointment to the Village of Innisfree Library Board. The proposed appointment aims to strengthen our library community by ensuring continued leadership and engagement.

Candidate Recommendation

- **Dale Cates**, Member at Large | **Current Term ends: May 21st, 2025**
 - Skill Set: Experienced volunteer, childcare professional, and advocate for community inclusion. Dedicated supporter of local businesses, community groups as well as the library, school, and museum.

Recommendation

Given the current board composition and term expirations, we strongly recommend the appointment of Dale Cates for a three-year term on the Village of Innisfree Library Board. Please find her application attached.

Dale has been a dedicated volunteer since 1983, bringing extensive experience in childcare, youth programs, and community engagement. As a strong supporter of local businesses and a tireless advocate for the Library, school, and museum, she consistently works to foster an inclusive and engaged community.

Her leadership in launching Edmonton's first school hot lunch program allowed her to collaborate with various community and government organizations, demonstrating her ability to navigate complex initiatives and drive meaningful change. Dale's passion for accessibility, education, and community development makes her an invaluable addition to the Library Board.

Thank you for considering this recommendation. We appreciate your time and commitment to fostering a strong and effective Library Board for our community.



NLLS (Northern Lights Library System) Representative Report (Submitted by Kristina B.)
 Village of Innisfree Council Meeting - March 18th, 2025

Summary of Activities

- NLLS General Board Meeting took place on February 28th at 10am. The NLLS Annual Report was submitted and reviewed. Here are some highlights from 2024 and next steps for 2025.

2024 Highlights

- Established Elizabeth Métis Settlement Library
- Onboarded Art Smith Aviation Academy
- Launched GoLibrary, a self-registration platform improving access
- Introduced Floating Collections to enhance resource circulation
- Migrated library websites to the Mugo platform for modernization
- Strengthened Indigenous partnerships, forming boards at Kehewin Cree Nation & Fishing Lake Métis Settlement
- Improved bibliographic services, saving \$100K annually and increasing delivery stops
- Upgraded network security, ensuring cybersecurity insurance eligibility
- Expanded mentorship programs, training, and digital resources
- Overcame challenges in staff transitions and contract driver adaptation
- Achieved greater efficiency, diversity, and collaboration across NLLS

Looking Forward to 2025:

- Strengthen system-wide communication
 - Expand Indigenous partnerships and engagement
 - Enhance bibliographic services for improved efficiency
 - Introduce innovative technology solutions to support libraries
 - Continue adapting to evolving needs of member libraries & communities
- The Minister's Awards for Public Library Boards is accepting nominations until March 31st, 2025.
 - Operations / Technology—system upgrades including TRAC and Polaris have been successful and on track.
 - Next Board Meeting will be an in-person meeting, held on May 2, 2025

Financial / Funding

- NLLS is reviewing the Internet service provider costs, as Cybera, the Internet service provider, has significantly increased membership fees from \$1,400 to over \$7,000 annually.

Library Advocacy

- We will be reviewing our library allotment with a goal of increased equity for how the allotments are distributed.

Policies / Legislation

- Several policies were updated/approved. These updates continue to be primarily for simple wording and readability.



Northeast Alberta Information HUB

January 23rd, 2025, Board Meeting Minutes

Virtual Meeting

Attending: Gerald Aalbers/Lloydminster, Tim MacPhee/Vegreville, Lindsay Haag/EMW, Darrell Younghans/St. Paul County, Ross Krekoski/St. Paul County, Mike Tarkowski/Two Hills, Jocelyne Lanovaz/Mannville, Sebastian Dutrisac/County of Two Hills, Rob Pulyk/Vermilion, Cliffon Cross/Frog Lake First Nations, Bob Bezpalko/Alberta HUB

Regrets: Harold Bylan/Buffalo Lake Metis Settlement, Alice Wainwright Stewart/Lakeland College, Lorin Tkachuk/Lac La Biche County, Bill Parker/Cold Lake

- 1.0 Chair Gerald Aalbers called the meeting to order at 9:03
- 2.0 Chair Aalbers asked for a motion to approve the agenda.
Jocelyne Lanovaz moved the approval of the agenda. Carried
- 3.0 Chair Aalbers asked for a motion to approve the October 1, 2024, board/membership meeting minutes.
Tim MacPhee moved to approve the October 1, 2024 minutes as presented. Carried
- 4.0 Chair Aalbers asked for a motion to approve the Alberta HUB financials as of December 31 2024.
Jocelyne Lanovaz moved to approve the Alberta HUB financials as of December 31, 2024. Carried
- 5.0 Alberta HUB (REDAs) – Chair Aalbers began the discussion pertaining to the state of the REDA funding program. The JET ministry will be ending operational funding as of March 31st, 2027. There is no change to this decision.
Bob advised the board that the JET ministry has hired a consultant (Qatalyst) to support The REDAs as they transition to a new funding model. Qatalyst has met with the Alberta HUB board members to gather information on current activities and funding.
Bob provided additional information, and we should see a draft report within the next 2 To 4 weeks.
Bob provided a summary of the survey results from Alberta HUB members and highlighted that the members (those that responded) agreed that the Alberta HUB strategy meets their priorities. Please review this summary attached.
Bob advised the board about the recent investment activities some of the MLAs representing parts of the Alberta HUB region are doing to support investment in their constituencies. Bob suggested increased collaboration to avoid duplication.

Bob also spoke to the role of Board members. Its imperative that board members connect with the members they represent to ensure their input is brought forward.

Chair Aalbers opened up a round table discussion regarding the information that was presented. Numerous points were raised regarding the purpose of Alberta HUB. The board was unanimous that Alberta HUB is a valuable organization that needs to continue. Alberta HUB is the only organization that brings together municipalities, First Nations, Metis Settlements, post-secondary education and business to address barriers for growth, supporting existing businesses and attracting investment. The message is “we need to continue work together.” All activities of Alberta HUB are designed to save members time and money in economic development.

Bob highlighted the need to focus on expectations and value to Alberta HUB members first and then move to sustainability (replacing GOA funding).

The potential of working closer with NAAGO was discussed.

This item will be on the February 21st Alberta HUB meeting agenda for all members to have the opportunity to provide input and direction.

- 6.0 Membership update – Bob advised the board that Fishing Lake Metis Settlement has notified Alberta HUB via email that they will not be renewing the membership. Alberta HUB has reached out to the Chairman of Fishing Lake Metis Settlement to arrange A meeting to discuss their decision however no response has been received. Bob informed the board he has been reaching out to businesses/industry across the Alberta HUB region inviting them to join Alberta HUB.
- 7.0 Alberta HUB operations 2025 -26 – Bob gave the board a brief overview of the upcoming Operations plan that focuses on the sectors of energy, agriculture, aerospace , UAVS and Manufacturing. Manufacturing covers all sectors (metal/food, etc.) and Alberta HUB is Working closely with CM&E in developing clusters (supply chain) and training. This activity Delivers on the pillar of business support. Lindsay Haag provided an update on the CM&E minister event coming up on January 29th.
- 8.0 Alberta HUB – 2025-26 draft budget – Bob provided the first draft of the budget for review. The budget along with the operations plan will be presented at the February 21st meeting For discussion and approval.
- 9.0 Alberta HUB Application to CanExport Community Investment (CECI) - Bob Bezpalko Bob spoke to the application Alberta HUB put in for CECI funding focusing on Foreign Direct Investment (FDI) - Project: N.E. Alberta Aerospace & Defense Federal Grant 50% matching dollars Alberta HUB \$31,250 total \$62,500 Alberta HUB’s financial contribution come from 25% of the operational funding JET Placed as a requirement on the 2025-26 funding.

Motion to approve: Ross Krekoski moved to approve applying to CanExport Community Investment (CECI) fund for \$31,250 with matching dollars in the amount of #31,250 for the N.E. Alberta Aerospace & Defense project.

Carried

- 10.0 Next Alberta HUB board/membership meeting - February 21st, Two Hills Rec center
10am – 3pm



Presentations: ATCO electric Aerium Analytics – re: UAV Project

Bob informed the board the EATC Local to Global Forum is now scheduled for April 23, 24th and 25th in Medicine hat. This is during a constituency week whether the Legislature is not in session allowing the Premier, Ministers and MLAs to attend. The original date in March conflicted with an ABMunis event which would have affected the Attendance of Mayors, Councilors and CAOs who is our target audience for this event.

Chair Aalbers asked for a motion to adjourn the meeting at 11:10 am **Carried**
Mike Tarkowski moved to adjourn the meeting.

Gerald Aalbers
Chair
Northeast Alberta Information HUB

Jocelyne Lanovaz
Secretary/Treasurer
Northeast Alberta Information HUB

Notes for Alberta Hub Meeting February 21st, 2025

Discussions were based on what the next 2 years will be for Alberta Hub. Possible options were discussed.

Option to join Hub with NAAGO – possible rates for memberships to go up. **Not decided yet**

Updated website information was provided

Hub will continue to support investment, attraction and retention by fostering partnerships with all municipalities, etc

Focus is to keep website up to date but focus is mainly on commercial/industrial

Hub provides 16,000 marketing materials for all members to use. Available at any time when needed

Atco presented information regarding capacity for power and time restrictions depending on what the need is. Small distribution would be approximately 2-8 months depending on need of business

Dan Juhlin Skyways project talked about the impact study done in the Hub region

See attached agenda and financial information

Kind regards,

Kathy Dmytriw

Village of Innisfree Council Committee Report

Committee Name: M.D. of Minburn Foundation

Meeting Date and Time: March 13, 2025

Attendees: Marielle, Jim, Tara, Carl, Jerrold, Representation from Synergy, Taneen, Kim

Discussion:

- 320,346 has been allocated for the expansion so far.
- 2024 requisition fir Innisfree was 4,116 up from 2023 of 3,898.
- Lodge
- 2 waiting list for cottage, 10 vacancies of capacity of 56 most from non rentable rooms and rooms allocated as short-term accommodation (i.e.: overnight rentals), 3 nights of rentals, 1 cottage vacancy, 3 move ins and 6 move outs (next level of care), 14 residents have been identified as next level of care recipients just waiting on placement.
- Homecare is feeling like an emergency / triage and people asking for medical care beyond their scope, due to people living there to long while waiting for next level of care
Innisfree
- 1 vacancy, 0 applications on file, 0 move in and 0 move outs, tenant who was not abiding by parking to meet with manager to go over the rules and regulations regarding parking, tub and shower renovations are still being done and are exceeding the time frame, suggestion was made to implement parking fees as well as implementing a policy that vehicles must have road worthy insurance if parked to help stop people storing vehicles not suitable for the road or non running vehicles what was suggested was \$10 - \$15 per month for both Mannville and Innisfree (Mannville charges \$7.50 per month last increase since 2012) it will be discussed further once the budget is discussed.
Building Committee
- Application has been submitted; meeting will be the next Thursday following this meeting and a report will be presented at next meeting.

Submitted by: Jennifer Johnson

Crossroads Update

February – March

FEBRUARY: Ending February 28, 2025

I have met with Innisfree and Vegreville councils to discuss the BRE survey and recommendations to move forward.

I met with County Council just before survey went public and there was support moving forward

Continuous contact with Mark

I was away and missed the Attraction/Retention meeting but our board is in the process of changing the name and building the strategic plan along with the mission and vision.

Meetings with Lisa Ford regarding BRE survey and what's next including discussions on the specific needs of each municipality.

Consistent contact with REDS (Lisa Ford) regarding grants and forwarded to CAO Kayla and CAO Brooke possible opportunities for grant funding.

Thank you to Davin for the GIS training...it will be a work in progress 🌐

GIS Mapping is very useful as we have had interested investors within the region. Continue to have open communication with investors and interested parties.

Attended Alberta Hub in Two Hills. Meeting was regarding future of HUB and possible options. Learnt more about services and timelines.

Had a virtual meeting with Luke (Yolo Nomads) regarding his work in promoting rural communities for living.

I was notified that we will receive \$30,000.00 for CECI.

Met with businesses regarding BRE report and had good feedback. These are the businesses I have already met with.

Continuing to meet with businesses in general, letting them know who we are and about the completed survey.

Attend Vegreville Chamber meetings.

Met with CAO's for discussions regarding their municipality.

Had meeting with Vermillion Operations manager for childcare programs

MARCH: Ending March 14, 2025

Had Retention and Attraction meeting. Learning of the different health programs available for our region and students.

Continuous contact and discussion with Mark

Working with Mannville on industrial land

Meetings with Davin and Brooke re: GIS Mapping and Area Structure Plan

2 Virtual meetings with Childcare – Needs Assessment. Gained some information and have new contacts for assistance

Keeping in contact with Innisfree and Mannville CAO's on regular basis.

Trying to get a room for the EDA conference...calling every other day 🤖

Registered for the Local to Global Forum in Medicine Hat – To be held in April

Attended virtual EDA meeting

Ongoing discussions with businesses who will be affected by tariffs and what plans are moving ahead

Please Note:

Due to date restrictions of council meetings, the current month of March will be continued in April report.

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT	
Committee Name:	Kalyna Country Fcomuseum Trust Society
Meeting Date & Time:	March 12, 2025 7:00 - 8:00 p.m.
Attendees:	Louise Chomlak, Michelle Wright Marianne Janke, Debbie McMann Sheela St. Clair
Discussion:	Planning for Film Event May 8 in Mundare May 9 in St. Paul May 10 in Smoky Lake Films - A Canadian War Story The Old Believers my mother's Village Gypsies in Canada Ukrainians in the NHL That Never Happened to Me Planning to replace signage along Victoria Trail
Actions:	Kalyna Country - map need direction from Jars Beland.
Future Items:	Explore Two Hills - Tourism Conference @ Two Hills Rec Centre April 30, 2025 Tourism Development - April 23, 2025 Metis Crossing Cultural Centre 4-7 p.m.
Submitted By:	Debbie McMann PO Box 227 Innisfree AB T0B 2G0

CAO Monthly Report

To: Council
From: Kayla Paranych
Re: February 14, 2025 – March 14, 2025, activities/highlights

Administration

- Administration has started the implementation of the ARO with contractor recommended by the auditors. – Almost completed, working through the last few processes to complete the document for the auditors.
- Administration working on the 2025 assessment for the Village.

Development

- Administration working towards reviewing and updating the Strategic Plan with Council in the coming months to support the budget plan. – Dates sent to Council for workshop
- Administration working with the Economic Development board to extend the funding of the Crossroads Economic Development board. Grants to be reviewed at the next meeting.

Financial

- Village administration has been working on the Grant Funding spend with the Auditors for 2024 - **ongoing**
- Administration has begun the 2024 Audit. – **ongoing**
- Administration working to wrap up 2024 year-end in accounting software - **ongoing**

Other

- Utility computer has been sent for repairs out of Province. Public works to borrow loaner computer in the interim. – **Computer still out for repairs, diagnosed and will cost the village approximately \$900.00 for repairs.**

Upcoming:

- Crossroads Economic Development Meeting - March 26, 2025
- Regular Council Meeting – April 22, 2025

SCHEDULE “A”
 Council Minutes Action List

MOTION #	TITLE	DEPARTMENT	Details:
2022-12-20	Sign up to become a Purolator Quick Stop Agent	Admin	Request has been submitted to Purolator. UPDATE <i>Administration has received the agreement from Purolator to officially become an agent. Awaiting our next steps and equipment to be sent in the mail. The Village will start to gain commission in the near future.</i>
2023-05-16	Check Public Works for old culverts to be used for outhouses at campground	Administration & Public Works	Council directed Admin to secure culverts & proceed with project. Village staff to reevaluate
2025-02-18/05	Change utility rates for March 1 (Feb Billing) -Solid waste change to \$19.95 from \$29.95 -Remove landfill charge of \$12.00	Administration	Complete.
2025-02-18/11	Fall conference – book room for 1 councillor to attend	Administration	Booked, cancelled due to medical.
2025-02-18/12	Spring conference booking	Administration	Researched and nothing is open for booking at this time

SCHEDULE “B”
Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
MUNICIPAL STIMULUS PROGRAM:					
Project					
Birch Lake					
MSI CAPITAL (ACCEPTED APPLICATIONS)					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CAP-15668	51 Avenue from 54 Street to 51 Street (water looping and road)	\$ 350,000 from MSI Capital <i>Project Total: \$ 800,000</i>			Approved Work put on hold due to budget constraints
CAP-	50 th Street West upgrade of waterlines	\$ 400,000 total Partial MSI and CCBF		Engineered Tender posted on APC Feb.7. closed Feb 23.	Tender accepted. Contract signed with Border Paving. Project completed for 2024, will revisit landscaping touch-ups in the spring of 2025.
FEDERAL GAS TAX FUND (ACCEPTED APPLICATION):					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
GTF-1187	Sidewalk Replacement and Rehabilitation	\$217,650	Sidewalk assessment done in spring 2023 for \$3,000. 300' of Sidewalk Remediation done in Sept.2023 for \$15,000		Sidewalk repair project ongoing.
GTF-1437	Manhole Repair/Rehabilitation	\$25,000			
CCBF-2303	54 Street and 51 Ave complete upgrade (S. Water looping & road)	\$400,000 from CCBF <i>Project Total: \$ 800,000</i>			Approved.

SCHEDULE “B”

Municipal Grants Report

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
CCBF-	50 th Street West upgrade of waterlines	\$ 400,000 total Partial MSI and CCBF		Engineered Tender posted on APC Feb.7	Tender Approved.
GTF-1196 Motion # 2022-04-19/33 and # 2022-02-15/06	Pedestrian Crossing Signs	\$50,000	\$ 3,300	Driver Feedback sign Grant extended.	Emcon installed pedestrian crosswalk poles with hydrovac, village staff completed installation Oct 10, 2024 Awaiting final invoicing to determine overall cost of installation. – Total cost of installation \$8,912.26
CANADA SUMMER JOBS (CSJ)					
Project #19975697	Applied for 3 Positions for Administration, Public Works and Recreation.	\$3,937,50 x 3 = \$11,812.50	Announcement expected in April.		CSJ applied for the 2025 year for 2 positions at 8 weeks.
OTHER GRANT APPLICATIONS (otherwise funding from operating budget or reserves):					
Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:

**SCHEDULE “B”
Municipal Grants Report**

Project	Item Details	Budgeted	Actuals	Completed	Comments/Concerns:
Birch Lake	Outhouse Rehabilitation	\$16,000			Group Camp outhouse inspected via camera. Concrete needs to be poured on the bottom before these can be used. AB Environment advised culverts within existing one is permitted.

Old 2023 and prior grant information for completed projects are deleted from this listing.
New 2024 grant amounts and projects are added to this report.

Village of Innisfree
 Monthly Financial Report for the period ending February 28, 2025

As per Books

	General Operating	ATB Tax Recovery Account (2009)	ATB Tax Recovery Account (2022)	ATB Municipal Grants	ATB Municipal Reserves	HISA (Municipal Grants)	HISA (Municipal Reserves)
Previous Month Balance	213,069.67	Closed	1,607.34	51,962.88	43,823.24	78,697.94	238,265.99
Add Revenue:							
Deposits	28,800.02						
Interest Received	467.75	Closed	4.19	135.53	114.30	214.32	648.87
Sub-Total	241,869.69	-	1,611.53	52,098.41	43,937.54	78,912.26	238,914.86
Less Disbursements (A/P & P/R)	67,746.33						
ATB Monthly Fees	29.00						
TD Bank Monthly EFT Fee	25.00						
RBC Monthly EFT Fee	41.04						
Interac/Moneris DM Fees	69.75						
Mastercard CC Fees	6.03						
Visa CC Fees	4.96						
Sub-Total A/P							
Month End Balance	174,123.36	-	-	-	-	-	-
		-	1,611.53	52,098.41	43,937.54	78,912.26	238,914.86

As Per Bank

	General	Tax Recovery Account (2009)	Tax Recovery Account (2022)	ATB Municipal Grants	ATB Capital Reserves	HISA (Municipal Grants)	HISA (Capital Reserves)
	Month End Balance	174,123.36					
Deposits in Transit	-	Closed	1,611.53	52,098.41	43,937.54	78,912.26	238,914.86
Less Outstanding Cheques		-	1,611.53	52,098.41	43,937.54	78,912.26	238,914.86
Month End Balance	213,069.67						
		-	1,611.53	52,098.41	43,937.54	78,912.26	238,914.86

Roads:

Snow removal multiple times with Loader and bobcat
 Sanding the town multiple times

Environmental Services: (Water, Sanitary Sewer, Solid Waste, Recycling, Stormwater)

Water chlorine level daily checks at 2 venues in the village
 Monthly Bac T check on water supply – result was good
 Did bi-weekly gel tests at the water treatment plant
 Lift station communication error project with contractor still on hold, taking daily reads and recording
 Cleaned road to WTP multiple times, shovelled the WTP plant and Ace building and also shovelled paths from building to building

Recreation: (Park/Campground):

Checked that everything is running properly

Other:

Picking up garbage for some of our seniors and persons with mobility issues
 Steaming our storm drain catch basins has begun
 Moving snow piles while the melt is on and scraping as much ice as possible
 Plowed WTP road, extra plowing up there to make trails to the ACE building
 Tested the two new hydrants on 50th south
 Organizing shop ongoing
 Logging chemicals in SDS binder ongoing
 Locating CC's

Utility readings computer broke, so went to the city to get a loaner and a tutorial at MasterMeter

MOTION #	TITLE	DEPARTMENT	Details:
2023-05-16	Check Public Works for old culverts to be used for outhouses at campground	Administration & Public Works	Pending



Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: March 10, 2025

Call Summary

Call Type	Date	Details
Medical	Feb 15	Village Medical 3 POC members attended.
Medical	Feb 22	Village Medical 1FT and 1 POC member attended.
Medical	Feb 25	Village Medical 2 POC members attended

Other

Minburn County Fire Department current staffing is 2 FT members 29 POC (Paid on Call) members. 1 member is away on medical leave.

Unit 918 rapid attack has been reallocated to Innisfree District and Unit 915 rapid attack has been allocated to Mannville District.

MCFD has added a UTV to our firefighting fleet it will be housed at the Innisfree District.