



Village of Innisfree
Regular Council Meeting
April 22, 2025 @ 4:00 p.m.
Village of Innisfree Council Chambers

1. Regular Council Meeting - Call to Order
2. Agenda
 - a. Deletions/Additions
 - b. Adoption of Agenda
3. Adoption of Minutes –
 - a. January 28, 2025, Regular Meeting Minutes
 - b. March 18, 2025, Regular Meeting Minutes
 - c. April 3, 2025, Special Meeting Minutes
 - d. April 11, 2025, Special Meeting Minutes
4. Business Arising from the Minutes –
5. Policies & Bylaws:
 - a. Solid Waste Management Bylaw 695-25
 - b. Master Rates Bylaw 696-25
 - c. Off-Highway Vehicles Bylaw 697-25
6. New Business
 - a.
7. Councillor Reports
 - a. MMI-FCSS Committee – April 3, 2025 – Clr. J. Johnson
 - b. M.D. of Minburn Foundation – April 10, 2025 – Clr. D. McMann
 - c. Crossroads Economic Development Alliance – March 26, 2025 – Mayor E. Raycraft
8. Administration Reports
 - a. Reports:
 - i. Interim CAO Report – Period Ending April 22, 2025
 - ii. Interim CAO – Council Action List – Period Ending April 22, 2025
 - iii. CAO - Municipal Grants Report – No Report – No Changes
 - b. Financials:
 - i. Monthly Financial Statement – Period Ending March 31, 2025 – Not Available
 - ii. Revenue & Expense – Period Ending March 31, 2025
 - c. Public Works Foreman Report – April 15, 2025
 - d. Regional Fire Chief Report – March 10, 2025

9. Correspondence

a. AMA – 2025 Education Property Tax Increase

List of Correspondence provided to Council.

10. Adjournment

9. Correspondence

a. AMA – 2025 Education Property Tax Increase

List of Correspondence provided to Council.

10. Adjournment

VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of January 28, 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, January 28, 2025.
<i>CALL TO ORDER</i>	Mayor Raycraft called the Regular Council meeting to order at 4:00 PM.
<i>PRESENT</i>	<u>Attendance in-person</u> Mayor Evan Raycraft Councillor Jennifer Johnson Councillor Deborah McMann Kayla Paranych, Chief Administrative Officer
<i>APPROVAL OF AGENDA</i> 2024-01-28/1	Moved by Clr. J. Johnson that the agenda be accepted as presented with the following additions: Council Action List Update 9aii RCMP Vermilion Correspondence 10.b <div>CARRIED</div>
<i>APPROVAL OF DEC 31, 2024, REGULAR MINUTES</i> 2025-01-28/2	Moved by Mayor Raycraft that the Dec 31, 2024, Regular Council Meeting minutes be approved as amended: Additions: 2024-12-23/9 - Councillor reports moved by Mayor Raycraft 2024-12-23/10 - Administration reports moved by Clr. D. McMann 2024-12-23/8 - Innisfree and District Agricultural Society <div>CARRIED</div>
<i>DELEGATION – D & T LINDBALLE</i> <i>Departure</i> 2025-01-28/3	Dean & Tina Lindballe entered the meeting at 4:03 PM. Solid waste pick-up discussion. Back-alley slope, spring fix. D & T Lindballe departed at 4:13 PM. Moved by Clr. J. Johnson to accept the information as presented. <div>CARRIED</div>
<i>DELEGATION – J MACDONALD</i> <i>Departure</i> 2025-01-28/4	J MacDonald entered the meeting at 4:14 PM. J MacDonald discussed 2024 milestones for the NLLS. J Macdonald departed at 4:27 PM. Moved by Mayor Raycraft to accept the information as presented. <div>CARRIED</div>

**VILLAGE OF INNISFREE
REGULAR COUNCIL MEETING MINUTES of January 28, 2025**

*TEMP BORROWING
BYLAW 693-25 – 1st
2025-01-28/5*

Moved by Mayor Raycraft that Council provide FIRST reading to Temporary Borrowing Bylaw 693-25 this 28th day of January 2025.

CARRIED

*TEMP BORROWING
BYLAW 693-25 – 2nd
2025-01-28/6*

Moved by Clr. J. Johnson that Council provide SECOND reading to Temporary Borrowing Bylaw 693-25 this 28th day of January 2025.

CARRIED

*TEMP BORROWING
BYLAW 693-25 – 3rd
2025-01-28/7*

Moved by Mayor Raycraft that Council provide THIRD reading to Temporary Borrowing Bylaw 693-25 this 28th day of January 2025.

CARRIED

*TEMP BORROWING
BYLAW – 3RD & F –
693-25
2025-01-28/8*

Moved by Clr. D. McMann that Council provide THIRD and FINAL reading to Temporary Borrowing Bylaw 693-25 this 28th day of January 2025.

CARRIED UNANIMOUSLY.

*SOLID WASTE PICK
UP
2025-01-28/9*

Moved by Mayor Raycraft that administration move forward with implementing the change to the solid waste pick up and that administration provide council with the cost savings for taxpayers on their utility billing.

CARRIED

*COUNCILLOR
REPORTS
2025-01-28/10*

Moved by Clr. J. Johnson that the items listed under Councillor Reports be approved as presented.

CARRIED

*ADMINISTRATION
REPORTS
2024-01-28/11*

Moved by Mayor Raycraft that the items listed under Administration Reports be approved as presented.

CARRIED.

CORRESPONDENCE

Moved by Clr. D. McMann that Council approves the correspondence as presented.

CARRIED.

*ADJOURMENT
2025-01-28/12*

Moved by Clr. J. Johnson that the meeting be adjourned at 6:03 PM.

CARRIED.

K. Paranych, C.A.O.

E. Raycraft, Mayor

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

	<p>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 18, 2025.</p>
<p><i>CALL TO ORDER</i></p>	<p>Mayor Raycraft called the Regular Council meeting to order at 4:00 PM.</p>
<p><i>PRESENT</i></p>	<p><u>Attendance in-person</u> Mayor Evan Raycraft Councillor Jennifer Johnson Councillor Deborah McMann</p>
<p><i>APPROVAL OF AGENDA</i> 2025-03-18/01</p>	<p>Kayla Paranych, Chief Administrative Officer Moved by Mayor Raycraft that the agenda be accepted as presented with the following: Deletion: - Solid Waste Bylaw Discussion – tabled to the April 15, 2025, meeting for Council to review further Additions: - Vermilion RCMP Detachment Priority Discussion - Council committee appointment - Innisfree Library Manager Report</p> <p><u>CARRIED</u></p>
<p><i>APPROVAL OF FEB. 18, 2025, REGULAR MINUTES</i> 2025-03-18/02</p>	<p>Moved by Mayor Raycraft that the February 18, 2025, Regular Council Meeting minutes be approved.</p> <p><u>CARRIED</u></p>
<p><i>SOLID WASTE DISCUSSION</i></p>	<p>Mayor Raycraft opened the floor to local residents who attended the Council meeting. This discussion was to address any concerns or comments surrounding the Solid Waste pick up changes.</p>
<p><i>AQUATECH QUOTE</i> 2025-03-18/03</p>	<p>Moved by Mayor Raycraft that Council incorporates the cleaning of the potable water reservoir within the 2025 budget and directs administration to source and review quotes for these services.</p> <p><u>CARRIED</u></p>
<p><i>2025 ICF AMENDING AGREEMENT</i> 2025-03-18/04</p>	<p>Moved by Clr. D. McMann that Council approves the Village of Innisfree to continue to enter into an Intermunicipal Collaboration Framework with the County of Minburn via the “CF Amending Agreement”.</p> <p><u>CARRIED</u></p>
<p><i>LIBRARY BOARD APPOINTMENT</i> 2025-03-18/05</p>	<p>Moved by Clr. J. Johnson that Council approve the recommended appointed member Dale Cates, for the Innisfree Library board, for a term of 3 years ending March 18, 2028.</p> <p><u>CARRIED</u></p>

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

*COUNCIL
COMMITTEE
APPOINTMENT*
2025-03-18/06

Moved by Mayor Raycraft that Clr. D. McMann be assigned committee appointed Council member for the M.D. Foundation.

CARRIED.

*MD FOUNDATION
LETTER*
2025-03-18/07

Moved by Mayor Raycraft that Council directs administration to provide the MD Foundation with a letter regarding the Village of Innisfree managing snow removal at the Seniors Villa in hopes to avoid any parking charges.

CARRIED.

*COUNCILLOR
REPORTS*
2025-03-18/08

Moved by Clr. J. Johnson that the items listed under Councillor Reports be accepted as presented.

CARRIED.

*ADMINISTRATION
REPORTS*
2025-03-18/09

Moved by Clr D. McMann that the items listed under Administration Reports be approved as presented.

CARRIED.

CORRESPONDENCE
2025-03-18/10

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

CARRIED.

ADJOURMENT

Moved by Mayor Raycraft that the meeting be adjourned at 5:15 PM.

K. Paranych, C.A.O.

E. Raycraft, Mayor

VILLAGE OF INNISFREE
SPECIAL COUNCIL MEETING MINUTES of April 3, 2025

CALL TO ORDER

A SPECIAL meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Thursday, April 3, 2025.

Mayor Raycraft called the meeting to order at 2:33 PM

CHAIR

Deputy-Mayor D. McMann took over Chair of the meeting. Mayor Raycraft attended via teleconference.

PRESENT

Attendance in-person

Deputy-Mayor D. McMann
Councillor J. Johnson

T. Rogers, Administration

Attendance remotely

Mayor E. Raycraft.

CLOSED MEETING
2025-04-03/01

MOVED by Clr. D. McMann that the meeting go into a closed session at 2:34 pm pursuant to Sections 17 and 40 of *Aberta's Freedom of Information and Protection Act*. CARRIED

OPEN MEETING
2025-04-03/02

MOVED by Clr. J. Johnson that the meeting return to an open session at 3:10 pm. CARRIED

INTERIM CAO
APPOINTMENT
2025-04-03/03

MOVED by Mayor E. Raycraft to appoint T. Rogers as the Interim CAO for the Village of Innisfree, pursuant to the closed session discussion. CARRIED

RESCHEDULE APRIL
COUNCIL MEETING
2025-04-04/04

MOVED by Clr. J. Johnosn to reschedule the April 15th meeting to Tuesday, April 22nd at 4:00 pm. CARRIED

SIGNING
AUTHORITIES
2025-04-03/05

Moved by Clr. D. McMann pursuant to Section 213(4) of the *Municipal Government Act*, financial instruments' signing authorities shall be one elected official being Mayor Evan Raycraft or Councillor Deborah McMann or Councillor Jennifer Johnson and Administrative Assistant S. Tarapaski or Interim Chief Administrative Officer T. Rogers. Further that Chief Administrative Officer K. Paranych be removed as signing authority on all financial instruments for the Village of Innisfree, effective April 3, 2025.

Further, that Council moves that pursuant to *MGA, Sections 213(1) – (3)* that Interim Administrative Officer T. Rogers and Administrative Assistant S. Tarapaski be authorized as the designated officers for all municipal documents. CARRIED.

ADJOURNMENT


Moved by Clr. J. Johnson that the meeting be adjourned at 3:14 PM

Mayor, Evan Raycraft



Interim Chief Administrative Officer, T. Rogers

VILLAGE OF INNISFREE
SPECIAL COUNCIL MEETING MINUTES of April 11, 2025

	<p>A SPECIAL meeting of the Council of the Village of Innisfree was held in the Council Chambers of the Innisfree Village Office, Innisfree, Alberta on Friday, April 11, 2025.</p>
<p>CALL TO ORDER</p>	<p>Mayor Raycraft called the meeting to order at 4:03 PM</p>
<p>CHAIR</p>	<p>Deputy-Mayor D. McMann took over Chair of the meeting. Mayor Raycraft attended via teleconference.</p>
<p>PRESENT</p>	<p><u>Attendance in-person</u> Deputy-Mayor D. McMann Councillor J. Johnson T. Rogers, Administration</p> <p><u>Attendance remotely</u> Mayor E. Raycraft.</p>
<p>CLOSED MEETING 2025-04-11/01</p>	<p>MOVED by Clr. J. Johnson that the meeting go into a closed session at 4:04 pm pursuant to Sections 17 and 40 of <i>Aberta's Freedom of Information and Protection Act</i>. <u>CARRIED</u></p>
<p>OPEN MEETING 202-04-11/02</p>	<p>MOVED by Mayor E. Raycraft that the meeting return to an open session at 4:23 pm. <u>CARRIED</u></p>
<p>SIGNING AUTHORITIES 2025-04-11/03</p>	<p>MOVED by Clr. D. McMann to proceed on Personnel Matter as discussed in the Closed Session. <u>CARRIED.</u></p>
<p>ADJOURNMENT</p>	<p>Moved by Clr. D. McMann that the meeting be adjourned at 4:24 PM</p> <div><p>----- Mayor, Evan Raycraft</p><p> ----- Interim Chief Administrative Officer, T. Rogers</p></div>

Request for Decision (RFD)

Topic: Solid Waste Management Bylaw 695-25 Proposal
Initiated by: Council/Administration
Attachments: 1. Current Solid Waste Management Bylaw 677-22
2. DRAFT Solid Waste Management Bylaw 695-25

Purpose(s):

1. To revise SWM Bylaw 677-22 to address recent changes to SWM Collection processes within the Village of Innisfree.

Background:

1. Solid Waste Management Bylaw 677 was last reviewed in 2022. In February 2025, Council approved a change to the Village's SWM collection processes
2. Bylaw 695-25 is to recognize the changes in practice and address several other Bylaw revisions.

Key Issues/Concepts:

1. The Bylaw requires the input of the new Collection processes within the Village.
 - a. Bylaw Section 2.9 adds in the defined individuals who have authorization to "remove garbage from an Approved Receptacle...." And where they may dispose of the same.
 - b. Bylaw Section 2.10 – clarifies Collection Day is for "Specified Premises."
 - c. Bylaw Section 2.17 – clarifies authorized approval is to access the Innisfree Waste Transfer Station.
 - d. Bylaw Section 2.26 – added the definition of a Solid Waste Bin; numbers 2.27-2.39 renumbered to insert that definition.
 - e. Section 3.11 – added the Tenant & Occupant not able to remove Unacceptable Garbage
 - f. All references to the former Bylaw numbers updated with updated signature lines.

Options:

1. That Council approve all readings to Solid Waste Management Bylaw 695-25 as presented.
2. That Council approve all readings to Solid Waste Management Bylaw 695-25 as discussed.
3. That Council table Master Solid Waste Management Bylaw 695-25 to the May Council meeting.
- 4.

Financial Implications:

1. This Bylaw implements the approval to levy the new fees proposed in Master Rates Bylaw 696-25.

Relevant Policy/Legislation:

1. *M.G.A. s.3. (b). "The purposes of a municipality are..." "... to provide services or facilities or other things that, in the operation of council, are necessary or desirable for all or a part of the municipality."*

Political/Public Implication(s):

1. The clarification of services in this SWM Bylaw should be viewed favourably by the public.

Recommendation:

That Council approve all readings to Solid Waste Management Bylaw 695-25

A BYLAW OF THE VILLAGE OF INNISFREE for the purpose of regulating, controlling and maintaining a system for the collection, removal and disposal of solid waste within the Village of Innisfree.

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, authorizes a Council to pass bylaws for the purposes of regulating, controlling and maintaining a system and setting rates for the collection, removal and disposal of solid waste within the Village of Innisfree.

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, authorizes a Council to enact a bylaw respecting the matter of public utilities.

AND WHEREAS, waste management is defined as a public utility in the said statute.

AND WHEREAS it is deemed expedient by the Council of the Village of Innisfree to pass a bylaw for waste collection and disposal within the Village of Innisfree.

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

1. General:

1.1 This bylaw may be cited as the "Village of Innisfree Solid Waste Bylaw."

1.2 The services provided by the Village shall be provided pursuant to the terms, conditions and provisions of this Solid Waste Management Bylaw, the contents of which shall be binding upon and form part of an agreement between the Village and any Person who receives the services.

2. Definitions:

In this bylaw:

2.1 Acceptable solid waste shall mean mixed household and commercial solid waste (including trash, refuse and garbage) that has the characteristics of non-hazardous solid waste normally produced by residences, stores, other commercial premises, schools and offices, provided that under no circumstances shall Acceptable Solid Waste include waste which is:

2.1.1 liquid, radioactive, reactive, ignitable, corrosive, pathological, acidic, or otherwise defined as hazardous by federal, provincial or local municipal bylaws, regulating or orders, or,

2.1.2 waste material that requires special handling.

2.2 Animal and Agricultural Wastes shall mean manures, crop residues, animal offal such as carcass waste and entrails and other materials obtained from agricultural pursuits, stables and other such premises.

2.3 Approved Receptacle and Receptacle shall mean a sturdy metal, wood or plastic container capable of reliability holding up to 20 kg of contents when lifted, with a capacity of between 60 litres and 100 litres being in good condition which has been manufactured for the purpose of containing refuse and which is waterproof and equipped with two fixed handles and a lid or cover which will prevent animals or birds from gaining access to the contents thereof; or, may be a constructed wood or other materials enclosure which is equipped with a top or cover which will prevent animals or birds from gaining access to the contents thereof.

2.4 Ash or Ashes means the residue of any substance or material remaining after the substance has been burned, whether such substance has been completely burned or not.

- 2.5 **Bag** means a container having a capacity of between 60 litres and 100 litres and as described in the definition of Approved Receptacle under this bylaw.
- 2.6 **Bulky Waste** shall mean large items of refuse including appliances, furniture, automobile parts, large containers, tree cuttings exceeding 1 metre in length or 5 centimeters in diameter and any other bulky material in excess of 1.2 metres in length or 23 kilograms in weight.
- 2.7 **Business** shall mean any Business, trade, profession, industry, occupations, employment or calling and the providing of goods and services within the Village of Innisfree.
- 2.8 **Chief Administrative Officer** and **CAO** means the Chief Administrative Officer of the Village of Innisfree and includes any person authorized to act for or in the name of the Village of Innisfree.
- 2.9 **Collection** shall mean the removal of Garbage from an Approved Receptacle to a disposal location whether such removal is done by the Municipality or a contractor under contract to the Municipality.
- 2.10 **Collection Day** shall mean the day or days on which waste is regularly collected from specific premises.
- 2.11 **Collector** means any person authorized by the Village to collect, remove and dispose of waste pursuant to this Bylaw.
- 2.12 **Construction and Demolition Waste** shall mean waste building materials and rubble resulting from construction, repair, remodelling, or demolition activities and shall include tree stumps, earth, sand and stone.
- 2.13 **Council** shall mean the Municipal Council of the Village of Innisfree.
- 2.14 **Dwelling Unit** means a complete building or self-contained portion of a building intended for the domestic use of one or more individuals living in a single housekeeping unit, with cooking, eating, living, sleeping and sanitary facilities but does not include condominiums, hotels, hospitals, motels, mixed use developments or institutional facilities.
- 2.15 **Enforcement Officer** means any Peace Officer or Bylaw Enforcement Officer.
- 2.16 **Hazardous Goods** means any substance which is capable of causing bodily harm to any person handling or coming in contact with such substance which requires special handling because of health, safety or environmental concern.
- 2.17 **Innisfree Waste Transfer Station** means an area designated by the Village where the public may bring, and deposit specified types of waste material.
- 2.18 **Lane** means a roadway located at the rear of any property and shall include all the land from the property line on one side of such roadway to the property line on the opposite side of said roadway.
- 2.19 **Lawn and Garden Refuse** means grass cuttings, leaves and twigs less than one (1) inch in diameter that is generated by the householder.
- 2.20 **Municipal Government Act** or **MGA** means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 as amended or repealed and replaced from time to time.

- 2.21 Occupant** means any person who occupies a premise or land and, without restricting the generality of the foregoing, including every resident, tenant, owner or occupant of a residence and includes any individual.
- 2.22 Peace Officer** means a Member of the Royal Canadian Mounted Police, a Community Peace Officer appointed by the Village of Innisfree pursuant to the provisions of the *Peace Officer Act* R.S.A. 2007, as amended or repealed and replaced from time to time, or a Bylaw Enforcement Officer appointed by the Village, pursuant to the *Municipal Government Act*.
- 2.23 Person** means any business, or partnership, or firm, or body corporate, owner or occupant of a residence and includes any individual.
- 2.24 Provincial Offences Procedures Act** and '**POPA**' means the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34.
- 2.25 Solid Wastes** shall mean the useless, unwanted or discarded solid waste materials resulting from normal human activities including semi-liquid or wet wastes with insignificant liquid content to be free flowing.
- 2.26 Special Wastes** shall mean:
- 2.26.1 Hazardous Wastes** consisting of any waste that may present a hazard to persons, flora, fauna or public lands including wastes of pathological, explosives, highly flammable, radioactive or toxic nature.
 - 2.26.2 Sanitary Wastes** consisting of any putrefiable waste that is capable of producing conditions that may present a hazard to health but not including kitchen wastes.
 - 2.26.3 Natural Wastes** consisting of tree stumps, soil, sand and stone, and;
 - 2.26.4 Other Special Wastes** consisting of materials so designated by the Chief Administrative Officer from time to time.
- 2.27 Tenant** means a Person who is not the Owner but who has legal possession of the Property to which a Utility Service is provided.
- 2.28 Toxic and Hazardous Materials** shall mean any waste that may present a hazard to persons, flora, fauna or public lands including wastes of pathological, explosives, highly flammable, radioactive or toxic nature.
- 2.28 Trade Waste** shall mean petroleum products, scrap metal, tires, machinery, vehicles and parts thereof.
- 2.29 Unacceptable Garbage** shall mean Animal and Agricultural Wastes, Bulky Waste, Construction and Demolition, Trade Waste, Special Wastes, and Toxic and Hazardous Materials.
- 2.30 Utility Bill or Utility Invoice** means a bill/invoice which sets out the fees levied by the Village on a monthly basis for utility services provided by the Village.
- 2.31 Village and Village of Innisfree** shall mean the Village of Innisfree as certified for incorporation by the Province of Alberta on March 11, 1911.
- 2.32 Violation Tag** means a tag or similar document issued by the Village pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.

- 2.33 Violation Ticket** means a ticket issued pursuant to Part 2 or Part 3 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended, or repealed and replaced from time to time, and any Regulations thereunder, as applicable.
- 2.34 Waste Transfer Station or Transfer Station** means any transfer station facility designated by or contracted to the Village, for solid waste disposal.
- 2.35 Yard Rubbish and Yard Waste** shall mean prunings, grass clippings, weeds, leaves and general garden wastes, other than Solid Wastes, but does not include tree stumps, tree trunks, or sod.
- 2.36** Words importing the masculine gender only, include the feminine gender whenever the context so requires and vice versa.
- 2.37** Words importing the singular shall include the plural or vice versa whenever the context so requires.

3. Waste Disposal:

- 3.1.** Waste Collection services and applicable fees are compulsory for all residents and businesses within the Village; every Person who is granted Solid Waste Collection Services, shall pay the Village the monthly service charges as set out in the Master Rates Bylaw.
- 3.2.** Except as otherwise provided under this Bylaw, the Village will not grant Solid Waste Collection Services to a Tenant of any property.
- 3.3.** All Persons shall dispose of garbage in an Approved Receptacle by first placing it in an appropriate disposable bag/container in good repair, securely tied, with a maximum weight of 20 kg per bundle and/or a maximum length of 1.2 metres.
- 3.4.** If a disposable bag/container that has been placed, within the Owner's property boundary, and set out for collection, becomes ripped or torn prior to its collection, or if Waste has spilled from the disposable bag or container during collection due to substandard material, the Person shall collect the spilled waste material. If the Person fails to collect the spilled Waste within forty-eight (48) hours, the Village reserves the right to remedy the situation and the costs incurred by the Village shall be a debt due and payable to the Village immediately upon invoicing.
- 3.5.** No Person shall place, permit to be placed, or mix any of the following materials for collection:
- 3.5.1.** any highly combustible, or explosive waste, including, without restricting the generality of the foregoing, such Materials as hot ashes, ignitable waste, motion picture film or toxic materials.
 - 3.5.2.** any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal.
 - 3.5.3.** sharp objects or broken glass unless packaged to allow safe handling.
 - 3.5.4.** luminescent gas-filled tubes unless such tubes are encased in a container of sufficient size and strength to protect such tubes from breakage and thereby allowing safe handling.
 - 3.5.5.** dead animals or animal parts; or,
 - 3.5.6.** unapproved building materials.

- 3.6.** Every Owner of an Approved Receptacle shall maintain such approved Receptacle in a serviceable and sanitary condition satisfactory to the CAO and shall ensure that such approved Receptacle is at all times accessible to agents of the Municipality.
 - 3.7.** Every Owner of an Approved Receptacle shall provide a replacement Approved Receptacle when the CAO deems the existing Approved Receptacle to be worn or damaged beyond repair.
 - 3.8.** No Person shall leave waste of any kind accessible to domesticated or non-domesticated animals or birds.
 - 3.9.** No Person shall accumulate Garbage on his premises or allow Garbage to be accumulated on his premises.
 - 3.10.** Except as otherwise specifically provided for in this Bylaw, the Collection, removal and disposal of waste within the Village of Innisfree shall be under the supervision of the Municipality or its designated agents and no Person shall discard, dispose of or deposit waste anywhere in the Village except in such places and at such times and under such circumstances as the CAO may authorize.
 - 3.11.** The disposal of Unacceptable Garbage for General Collection shall be the sole responsibility of the Person controlling such Garbage and such Garbage shall not be deposited in Approved Receptacles and shall not be included in general Garbage Collection undertaken by the Municipality.
- 4. Waste Disposal Sites & Waste Transfer Stations**
- 4.1.** All persons utilizing a Waste Transfer Station or any Transfer Stations shall obey all signs, posted regulations and directions of site attendants.
 - 4.2.** No person shall convey through any street in the Village, any Garbage whatsoever, except in vehicles or containers so constructed and arranged as to prevent the contents from falling on the streets and to protect the contents from flies and other insects and to control as much as practicable, the escape of any offensive odour.
 - 4.3.** No Person shall remove any Waste Materials, Recyclable Materials or other material from the Waste Transfer Station or any Transfer Stations.
 - 4.4.** No Person shall ignite or cause to be ignited any Waste Materials, Recyclable Materials or any other material or part thereof at the Waste Transfer Stations or Transfer Stations.
 - 4.5.** No Person shall deposit any burning material or smoldering material at the Waste Transfer Station or any Transfer Station.
 - 4.6.** No Person shall deposit in a Waste Transfer Station or a Transfer Station, any materials not designated by posted signs or as per directives of the site attendants.
 - 4.7.** No Person shall deposit any materials at the Innisfree Waste Transfer Station or any Transfer Station in a location not designated for the disposal of such materials, including but not limited to, the disposal of Waste Materials or Yard Waste Materials outside the gates or fence of a Waste Transfer Station or Transfer Station or in the incorrect bins or containers for such materials.

- 4.8.** The Innisfree Waste Transfer Station is not open to the Public however, special requests for access to the Waste Transfer Station may be permitted with the permission of the CAO or designate.
- 4.9.** The Mannville and Ranfurly Transfer Stations' Hours of Operation may be established by the Regional Waste Transfer Station Committees and will be posted at each Station.
- 4.10.** No Person shall deposit any Waste Materials or Yard Waste Materials at the Innisfree Waste Transfer Station or any Transfer Station outside the Hours of Operation of that site.
- 4.11.** Bulky Waste, excluding branches and small trees must be transported to the Mannville or Ranfurly Transfer Station for disposal.
- 5. Administration:**
- 5.1.** The current fees and charges applicable to Solid Waste Collection and Disposal Services provided pursuant to this Bylaw are as set out in the Master Rates Bylaw, which may be amended from time to time.
- 5.2.** Utility Bills are intended to be issued on a monthly basis unless the Village determines that another billing frequency is necessary or desirable.
- 5.3.** Payment on account may be made to the Village at such locations designated and under methods utilized by the Village from time to time. Payments must be received on or before the Due Date noted on the Utility Bill.
- 5.4.** Utility payments may be made by an electronic payment method that the Village has approved.
- 5.4.1** Electronic payments are deemed to be received upon the date the person processes a Utility payment.
- 5.4.2** Documentation for verification of utility payment must be provided upon request by the CAO or designate.
- 5.5.** Payment of a Utility Bill is due on the last business day of the billing month. A Utility Bill shall be deemed sufficiently mailed if mailed by ordinary mail to the municipal address of the Owner and to a User of the Property receiving the Utility Services, or emailed, pursuant to an agreement with the Village, as the case may be. In the event of non-payment:
- 5.5.1.** A Utility Bill not paid by the Due Date will be considered in arrears and subject to late penalty charges, by way of a 2.5% penalty applied to the total of the unpaid Utility Bill. A further penalty of 2.5% will be applied upon the unpaid Utility Bill and Penalties accrued after 30 days.
- 5.5.2.** The Village reserves the right to discontinue providing Utility Services where the Utility Bill is unpaid after 30 days. Upon disconnection, any outstanding utility account balance along with a reconnection fee as set out in the Master Rates Bylaw must be paid in full prior to the Village re-establishing the Utility Service Connection.
- 5.5.3.** A sum payable, by the Owner of a Property, for the Utility Services supplied by the Village and all Rates, costs and charges imposed or loans made to him under Bylaw or resolution passed by Council are a preferential lien and charge to the Property and on the personal

Property of the debtor and may be levied and collected in a manner as municipal Rates and taxes are recoverable.

5.5.4. At the discretion of the Village, and as provided for under Section 553 of the *MGA*, or its successor, an outstanding utility account balance may be transferred to the Property tax account of an Owner of a Property.

5.5.5. In the event of default in payment of any Utility Bill, the Village may, in addition to any other remedy available to the Village, enforce payment by action in a Court of competent jurisdiction.

5.5.6. An **Administrative Fee**, as set out in the **Master Rates Bylaw**, will be levied in the event that a transfer of a utility account balance to the Property Tax account is deemed necessary.

5.5.7. A transfer of a utility account balance may be deemed necessary if the account remains in arrears for a period exceeding 120 calendar days.

5.5 The Village Council hereby delegates to the Chief Administrative Officer all those powers stipulated by this Bylaw to be exercised by the Village and all necessary authority to exercise those powers, excluding thereout, the power to set Utility Rates or enact bylaws, or do anything else reserved exclusively for Council pursuant to the provisions of the *MGA*.

6. Enforcement:

6.1. Any Person who violates, contravenes or breaches any provision or requirement of this Bylaw is guilty of an offense.

6.2. Any Peace Officer is hereby authorized to issue a Municipal Violation Tag, or a Provincial Violation Ticket, pursuant to the provisions of Part 2 or Part 3 of the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34 ("*POPA*"), or under the provisions thereunder, in regard to this Bylaw.

6.3. A Municipal Violation Tag may only be issued for those offences for which a specified penalty is prescribed in this Bylaw. The Municipal Violation Tag shall state the specified penalty prescribed and set out the voluntary payment option available therefor.

6.4. Where a Municipal Violation Tag is issued pursuant to the terms of this Bylaw, the Person to whom the Municipal Violation Tag is issued may plead guilty to the offence by signing the municipal Violation Tag in the space provided thereon, and in lieu of being prosecuted for the offence in Court, may deliver the signed Municipal Violation Tag, and a voluntary payment in an amount equal to the specified penalty for the offence, to the Village, in the manner specified on the Municipal Violation Tag.

6.5. In those cases, where a Municipal Violation Tag has been issued and the specified penalty provided therein has not been paid within the prescribe time, an approved Peace Officer is hereby authorized and empowered to issue a Provincial Violation Ticket pursuant to either Part 2 or Part 3 of *POPA*, as amended.

6.6. A Provincial Violation Ticket issued pursuant to the provisions of *POPA*, shall be served in the manner described in *POPA*. A Municipal Violation Tag shall be served in any manner described in either Part 2 or Part 3 of *POPA*.

- 6.7.** Nothing contained in this Bylaw shall prevent or prohibit the immediate issuance of a Provincial Violation Ticket pursuant to either Part 2 or Part 3 of *POPA*. Without restricting the generality of the foregoing, it is not mandatory to issue a Municipal Violation Tag, prior to issuing a Provincial Violation Ticket pursuant to the provisions of *POPA*.
- 6.8.** In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues, and a Person found guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each day upon which the offence occurs.
- 6.9.** For the purpose of this Bylaw, an act or omission by an employee, acting in the course of their employment, is deemed to be an act or omission of their employer.
- 6.10.** For the purpose of this Bylaw, an act or omission by an agent, acting in the course of their agency, is deemed to be an act or omission of the agent's principal.
- 6.11.** A person who is guilty of an offence pursuant to this Bylaw is liable to pay a fine in an amount which is not to be less than FIVE HUNDRED (\$500) DOLLARS, and not more than TEN THOUSAND (\$10,000) DOLLARS, or to imprisonment of not more than SIX (6) MONTHS, for non-payment of a fine.
- 6.12.** In addition, specified penalties as set out in Schedule 'A' attached hereto, are hereby established regarding the offences set out in Schedule 'A,' which forms part of this Bylaw.
- 6.13.** Notwithstanding the specified penalties provided for in Schedule 'A' attached hereto, a Judge of the Provincial Court of Alberta, or any other Court, may increase the penalties provided for in Schedule 'A,' where the Court deems it appropriate to do so, having regard, among other things, to the gravity or consequences of the offence, or whether the offence has been repeated.
- 6.14.** Voluntary payments, where allowed, for any offence not specified in Schedule 'A,' shall be as follows:
- 6.14.1.** For a first offence, a specified penalty in the sum of THREE HUNDRED (\$300) DOLLARS;
- 6.14.2.** For a second offence, a specified penalty in the sum of ONE THOUSAND (\$1,000) DOLLARS; AND,
- 6.14.3.** For a third or subsequent offence, a specified penalty in the sum of ONE THOUSAND, FIVE HUNDRED (\$1,500) DOLLARS.
- 6.15** Notwithstanding s. 6.2 – 6.14 hereof, nothing contained within shall restrict the Village from pursuing such further or other remedies as may be prescribed by law related to those matters set out in this Bylaw.
- 7. Severability Provision**
- 7.1.** Should any provision of this bylaw be invalid, then such provision shall be severed, and the remaining bylaw shall be maintained.

VILLAGE OF INNISFREE - SOLID WASTE MANAGEMENT BYLAW 677-22

8. Transitional

- 8.1.** Nothing in this Bylaw will operate to relieve any Person from complying with any Provincial, Federal or other Village law, order, regulation or Bylaw.
- 8.2.** This Bylaw will come into force and effect after third reading and upon being signed.
- 8.3.** This Bylaw, upon coming into force, shall repeal all previous Solid Waste Management Bylaws of the Village of Innisfree.

READ A FIRST TIME THIS 16th DAY OF August 2022.

READ A SECOND TIME THIS 16th DAY OF August 2022.

READ A THIRD TIME BY UNANIMOUS CONSENT THIS 16th DAY OF August 2022 AND PASSED.

J. Johnson, Mayor

B. Magosse, CAO

SCHEDULE 'A'

VOLUNTARY SPECIFIED PENALTIES

Offence	Section Number	Specified Penalty
Failure to clean up spilled waste	3.4	500.00
Disposal of Unacceptable waste	3.5	2,500.00
Failure to maintain Acceptable Waste Disposal Container	3.6	500.00
Failure to provide Acceptable Container	3.7	500.00
Leave waste accessible to animals	3.8	500.00
Allow waste to accumulate on premises	3.9	500.00
Dispose of waste in unauthorized locations	3.10	1,000.00
Dispose of Unacceptable Waste for Collection	3.11	1,000.00
Disobey posted signs or attendant	4.1	750.00
Failure to prevent waste from falling or street or insect development	4.2	750.00
Removal of Waste from Transfer Station or Landfill	4.3	750.00
Ignite materials at Transfer Station or Landfill	4.4	1,000.00
Deposit smoldering or burning waste	4.5	1,000.00
Failure to deposit Waste per signage at Waste Transfer or Landfill	4.6	750.00
Deposit Waste outside Landfill or Transfer Station site	4.7	750.00
Attempt to access Landfill or Transfer Station outside of Hours	4.10	1,000.00

A BYLAW OF THE VILLAGE OF INNISFREE for the purpose of regulating, controlling and maintaining a system for the collection, removal and disposal of solid waste within the Village of Innisfree.

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, authorizes a Council to pass bylaws for the purposes of regulating, controlling and maintaining a system and setting rates for the collection, removal and disposal of solid waste within the Village of Innisfree.

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, authorizes a Council to enact a bylaw respecting the matter of public utilities.

AND WHEREAS, waste management is defined as a public utility in the said statute.

AND WHEREAS it is deemed expedient by the Council of the Village of Innisfree to pass a bylaw for waste collection and disposal within the Village of Innisfree.

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

1. General:

1.1 This bylaw may be cited as the “Village of Innisfree Solid Waste Bylaw.”

1.2 The services provided by the Village shall be provided pursuant to the terms, conditions and provisions of this Solid Waste Management Bylaw, the contents of which shall be binding upon and form part of an agreement between the Village and any Person who receives the services.

2. Definitions:

In this bylaw:

2.1 Acceptable solid waste shall mean mixed household and commercial solid waste (including trash, refuse and garbage) that has the characteristics of non-hazardous solid waste normally produced by residences, stores, other commercial premises, schools and offices, provided that under no circumstances shall Acceptable Solid Waste include waste which is:

2.1.1 liquid, radioactive, reactive, ignitable, corrosive, pathological, acidic, or otherwise defined as hazardous by federal, provincial or local municipal bylaws, regulating or orders, or,

2.1.2 waste material that requires special handling.

2.2 Animal and Agricultural Wastes shall mean manures, crop residues, animal offal such as carcass waste and entrails and other materials obtained from agricultural pursuits, stables and other such premises.

2.3 Approved Receptacle and Receptacle shall mean a sturdy metal, wood or plastic container capable of reliability holding up to 20 kg of contents when lifted, with a capacity of between 60 litres and 100 litres being in good condition which has been manufactured for the purpose of containing refuse and which is waterproof and equipped with two fixed handles and a lid or cover which will prevent animals or birds from gaining access to the contents thereof; or, may be a constructed wood or other materials enclosure which is equipped with a top or cover which will prevent animals or birds from gaining access to the contents thereof.

2.4 Ash or Ashes means the residue of any substance or material remaining after the substance has been burned, whether such substance has been completely burned or not.

- 2.5 **Bag** means a container having a capacity of between 60 litres and 100 litres and as described in the definition of Approved Receptacle under this bylaw.
- 2.6 **Bulky Waste** shall mean large items of refuse including appliances, furniture, automobile parts, large containers, tree cuttings exceeding 1 metre in length or 5 centimeters in diameter and any other bulky material in excess of 1.2 metres in length or 23 kilograms in weight.
- 2.7 **Business** shall mean any Business, trade, profession, industry, occupations, employment or calling and the providing of goods and services within the Village of Innisfree.
- 2.8 **Chief Administrative Officer** and **CAO** means the Chief Administrative Officer of the Village of Innisfree and includes any person authorized to act for or in the name of the Village of Innisfree.
- 2.9 **Collection** shall mean the removal of Garbage from an Approved Receptacle to a **solid waste disposal bin or another** location, whether such removal is done by **an Occupant or a Tenant, or the** Municipality or a **by a** contractor under contract to the Municipality.
- 2.10 **Collection Day** shall mean the day or days on which waste is regularly collected from **specific specified** premises.
- 2.11 **Collector** means any person authorized by the Village to collect, remove and dispose of waste pursuant to this Bylaw.
- 2.12 **Construction and Demolition Waste** shall mean waste building materials and rubble resulting from construction, repair, remodelling, or demolition activities and shall include tree stumps, earth, sand and stone.
- 2.13 **Council** shall mean the Municipal Council of the Village of Innisfree.
- 2.14 **Dwelling Unit** means a complete building or self-contained portion of a building intended for the domestic use of one or more individuals living in a single housekeeping unit, with cooking, eating, living, sleeping and sanitary facilities but does not include condominiums, hotels, hospitals, motels, mixed use developments or institutional facilities.
- 2.15 **Enforcement Officer** means any Peace Officer or Bylaw Enforcement Officer.
- 2.16 **Hazardous Goods** means any substance which is capable of causing bodily harm to any person handling or coming in contact with such substance which requires special handling because of health, safety or environmental concern.
- 2.17 **Innisfree Waste Transfer Station** means an area designated by the Village where the public may, **with authorized approval**, bring, and deposit specified types of waste material.
- 2.18 **Lane** means a roadway located at the rear of any property and shall include all the land from the property line on one side of such roadway to the property line on the opposite side of said roadway.
- 2.19 **Lawn and Garden Refuse** means grass cuttings, leaves and twigs less than one (1) inch in diameter that is generated by the householder.
- 2.20 **Municipal Government Act** or **MGA** means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 as amended or repealed and replaced from time to time.

- 2.21 Occupant** means any person who occupies a premise or land and, without restricting the generality of the foregoing, including every resident, tenant, owner or occupant of a residence and includes any individual.
- 2.22 Peace Officer** means a Member of the Royal Canadian Mounted Police, a Community Peace Officer appointed by the Village of Innisfree pursuant to the provisions of the *Peace Officer Act* R.S.A. 2007, as amended or repealed and replaced from time to time, or a Bylaw Enforcement Officer appointed by the Village, pursuant to the *Municipal Government Act*.
- 2.23 Person** means any business, or partnership, or firm, or body corporate, owner or occupant of a residence and includes any individual.
- 2.24 Provincial Offences Procedures Act** and '**POPA**' means the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34.
- 2.25 Solid Wastes** shall mean the useless, unwanted or discarded solid waste materials resulting from normal human activities including semi-liquid or wet wastes with insignificant liquid content to be free flowing.
- 2.26 Solid Waste Bin – shall mean a metal bin, specified for Waste Disposal Collection, located in various neighbourhoods within the Village of Innisfree**
- 2.27 Special Wastes** shall mean:
- 2.27.1 Hazardous Wastes** consisting of any waste that may present a hazard to persons, flora, fauna or public lands including wastes of pathological, explosives, highly flammable, radioactive or toxic nature.
 - 2.27.2 Sanitary Wastes** consisting of any putrefiable waste that is capable of producing conditions that may present a hazard to health but not including kitchen wastes.
 - 2.27.3 Natural Wastes** consisting of tree stumps, soil, sand and stone, and;
 - 2.27.4 Other Special Wastes** consisting of materials so designated by the Chief Administrative Officer from time to time.
- 2.28 Tenant** means a Person who is not the Owner but who has legal possession of the Property to which a Utility Service is provided.
- 2.29 Toxic and Hazardous Materials** shall mean any waste that may present a hazard to persons, flora, fauna or public lands including wastes of pathological, explosives, highly flammable, radioactive or toxic nature.
- 2.30 Trade Waste** shall mean petroleum products, scrap metal, tires, machinery, vehicles and parts thereof.
- 2.31 Unacceptable Garbage** shall mean Animal and Agricultural Wastes, Bulky Waste, Construction and Demolition, Trade Waste, Special Wastes, and Toxic and Hazardous Materials.
- 2.32 Utility Bill or Utility Invoice** means a bill/invoice which sets out the fees levied by the Village on a monthly basis for utility services provided by the Village.
- 2.33 Village and Village of Innisfree** shall mean the Village of Innisfree as certified for incorporation by the Province of Alberta on March 11, 1911.

- 2.34 Violation Tag** means a tag or similar document issued by the Village pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.
- 2.35 Violation Ticket** means a ticket issued pursuant to Part 2 or Part 3 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended, or repealed and replaced from time to time, and any Regulations thereunder, as applicable.
- 2.36 Waste Transfer Station or Transfer Station** means any transfer station facility designated by or contracted to the Village, for solid waste disposal.
- 2.37 Yard Rubbish and Yard Waste** shall mean prunings, grass clippings, weeds, leaves and general garden wastes, other than Solid Wastes, but does not include tree stumps, tree trunks, or sod.
- 2.38** Words importing the masculine gender only, include the feminine gender whenever the context so requires and vice versa.
- 2.39** Words importing the singular shall include the plural or vice versa whenever the context so requires.

3. Waste Disposal:

- 3.1.** Waste Collection services and applicable fees are compulsory for all residents and businesses within the Village; every Person who is granted Solid Waste Collection Services, shall pay the Village the monthly service charges as set out in the Master Rates Bylaw.
- 3.2.** Except as otherwise provided under this Bylaw, the Village will not grant Solid Waste Collection Services to a Tenant of any property.
- 3.3.** All Persons shall dispose of garbage in an Approved Receptacle by first placing it in an appropriate disposable bag/container in good repair, securely tied, with a maximum weight of 20 kg per bundle and/or a maximum length of 1.2 metres.
- 3.4.** If a disposable bag/container that has been placed, within the Owner's property boundary, and set out for collection, becomes ripped or torn prior to its collection, or if Waste has spilled from the disposable bag or container during collection due to substandard material, the Person shall collect the spilled waste material. If the Person fails to collect the spilled Waste within forty-eight (48) hours, the Village reserves the right to remedy the situation and the costs incurred by the Village shall be a debt due and payable to the Village immediately upon invoicing.
- 3.5.** No Person shall place, permit to be placed, or mix any of the following materials for collection:
 - 3.5.1.** any highly combustible, or explosive waste, including, without restricting the generality of the foregoing, such Materials as hot ashes, ignitable waste, motion picture film or toxic materials.
 - 3.5.2.** any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal.
 - 3.5.3.** sharp objects or broken glass unless packaged to allow safe handling.
 - 3.5.4.** luminescent gas-filled tubes unless such tubes are encased in a container of sufficient size and strength to protect such tubes from breakage and thereby allowing safe handling.
 - 3.5.5.** dead animals or animal parts; or,
 - 3.5.6.** unapproved building materials.

- 3.6. Every Owner of an Approved Receptacle shall maintain such approved Receptacle in a serviceable and sanitary condition satisfactory to the CAO and shall ensure that such approved Receptacle is at all times accessible to agents of the Municipality.
 - 3.7. Every Owner of an Approved Receptacle shall provide a replacement Approved Receptacle when the CAO deems the existing Approved Receptacle to be worn or damaged beyond repair.
 - 3.8. No Person shall leave waste of any kind accessible to domesticated or non-domesticated animals or birds.
 - 3.9. No Person shall accumulate Garbage on his premises or allow Garbage to be accumulated on his premises.
 - 3.10. Except as otherwise specifically provided for in this Bylaw, the Collection, removal and disposal of waste within the Village of Innisfree shall be under the supervision of the Municipality or its designated agents and no Person shall discard, dispose of or deposit waste anywhere in the Village except in such places and at such times and under such circumstances as the CAO may authorize.
 - 3.11. The disposal of Unacceptable Garbage for General Collection shall be the sole responsibility of the Person controlling such Garbage and such Garbage shall not be deposited in Approved Receptacles and shall not be included in general Garbage Collection undertaken by the Municipality, **(nor) the Occupant or Tenant of a Dwelling Unit.**
- 4. Waste Disposal Sites & Waste Transfer Stations**
- 4.1. All persons utilizing a Waste Transfer Station or any Transfer Stations shall obey all signs, posted regulations and directions of site attendants.
 - 4.2. No person shall convey through any street in the Village, any Garbage whatsoever, except in vehicles or containers so constructed and arranged as to prevent the contents from falling on the streets and to protect the contents from flies and other insects and to control as much as practicable, the escape of any offensive odour.
 - 4.3. No Person shall remove any Waste Materials, Recyclable Materials or other material from the Waste Transfer Station or any Transfer Stations.
 - 4.4. No Person shall ignite or cause to be ignited any Waste Materials, Recyclable Materials or any other material or part thereof at the Waste Transfer Stations or Transfer Stations.
 - 4.5. No Person shall deposit any burning material or smoldering material at the Waste Transfer Station or any Transfer Station.
 - 4.6. No Person shall deposit in a Waste Transfer Station or a Transfer Station, any materials not designated by posted signs or as per directives of the site attendants.
 - 4.7. No Person shall deposit any materials at the Innisfree Waste Transfer Station or any Transfer Station in a location not designated for the disposal of such materials, including but not limited to, the disposal of Waste Materials or Yard Waste Materials outside the gates or fence of a Waste Transfer Station or Transfer Station or in the incorrect bins or containers for such materials.

- 4.8. The Innisfree Waste Transfer Station is not open to the Public however, special requests for access to the Waste Transfer Station may be permitted with the permission of the CAO or designate.
- 4.9. The Mannville and Ranfurly Transfer Stations' Hours of Operation may be established by the Regional Waste Transfer Station Committees and will be posted at each Station.
- 4.10. No Person shall deposit any Waste Materials or Yard Waste Materials at the Innisfree Waste Transfer Station or any Transfer Station outside the Hours of Operation of that site.
- 4.11. Bulky Waste, excluding branches and small trees must be transported to the Mannville or Ranfurly Transfer Station for disposal.
- 5. **Administration:**
 - 5.1. The current fees and charges applicable to Solid Waste Collection and Disposal Services provided pursuant to this Bylaw are as set out in the Master Rates Bylaw, which may be amended from time to time.
 - 5.2. Utility Bills are intended to be issued on a monthly basis unless the Village determines that another billing frequency is necessary or desirable.
 - 5.3. Payment on account may be made to the Village at such locations designated and under methods utilized by the Village from time to time. Payments must be received on or before the Due Date noted on the Utility Bill.
 - 5.4. Utility payments may be made by an electronic payment method that the Village has approved.
 - 5.4.1 Electronic payments are deemed to be received upon the date the person processes a Utility payment.
 - 5.4.2 Documentation for verification of utility payment must be provided upon request by the CAO or designate.
 - 5.5. Payment of a Utility Bill is due on the last business day of the billing month. A Utility Bill shall be deemed sufficiently mailed if mailed by ordinary mail to the municipal address of the Owner and to a User of the Property receiving the Utility Services, or emailed, pursuant to an agreement with the Village, as the case may be. In the event of non-payment:
 - 5.5.1. A Utility Bill not paid by the Due Date will be considered in arrears and subject to late penalty charges, by way of a 2.5% penalty applied to the total of the unpaid Utility Bill. A further penalty of 2.5% will be applied upon the unpaid Utility Bill and Penalties accrued after 30 days.
 - 5.5.2. The Village reserves the right to discontinue providing Utility Services where the Utility Bill is unpaid after 30 days. Upon disconnection, any outstanding utility account balance along with a reconnection fee as set out in the Master Rates Bylaw must be paid in full prior to the Village re-establishing the Utility Service Connection.
 - 5.5.3. A sum payable, by the Owner of a Property, for the Utility Services supplied by the Village and all Rates, costs and charges imposed or loans made to him under Bylaw or resolution passed by Council are a preferential lien and charge to the Property and on the personal

Property of the debtor and may be levied and collected in a manner as municipal Rates and taxes are recoverable.

5.5.4. At the discretion of the Village, and as provided for under Section 553 of the *MGA*, or its successor, an outstanding utility account balance may be transferred to the Property tax account of an Owner of a Property.

5.5.5. In the event of default in payment of any Utility Bill, the Village may, in addition to any other remedy available to the Village, enforce payment by action in a Court of competent jurisdiction.

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6.1. Any Person who violates, contravenes or breaches any provision or requirement of this Bylaw is guilty of an offense.

6.2. Any Peace Officer is hereby authorized to issue a Municipal Violation Tag, or a Provincial Violation Ticket, pursuant to the provisions of Part 2 or Part 3 of the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34 ("*POPA*"), or under the provisions thereunder, in regard to this Bylaw.

6.3. A Municipal Violation Tag may only be issued for those offences for which a specified penalty is prescribed in this Bylaw. The Municipal Violation Tag shall state the specified penalty prescribed and set out the voluntary payment option available therefor.

6.4. Where a Municipal Violation Tag is issued pursuant to the terms of this Bylaw, the Person to whom the Municipal Violation Tag is issued may plead guilty to the offence by signing the municipal Violation Tag in the space provided thereon, and in lieu of being prosecuted for the offence in Court, may deliver the signed Municipal Violation Tag, and a voluntary payment in an amount equal to the specified penalty for the offence, to the Village, in the manner specified on the Municipal Violation Tag.

6.5. In those cases, where a Municipal Violation Tag has been issued and the specified penalty provided therein has not been paid within the prescribe time, an approved Peace Officer is hereby authorized and empowered to issue a Provincial Violation Ticket pursuant to either Part 2 or Part 3 of *POPA*, as amended.

6.6. A Provincial Violation Ticket issued pursuant to the provisions of *POPA*, shall be served in the manner described in *POPA*. A Municipal Violation Tag shall be served in any manner described in either Part 2 or Part 3 of *POPA*.

- 6.7. Nothing contained in this Bylaw shall prevent or prohibit the immediate issuance of a Provincial Violation Ticket pursuant to either Part 2 or Part 3 of *POPA*. Without restricting the generality of the foregoing, it is not mandatory to issue a Municipal Violation Tag, prior to issuing a Provincial Violation Ticket pursuant to the provisions of *POPA*.
- 6.8. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues, and a Person found guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each day upon which the offence occurs.
- 6.9. For the purpose of this Bylaw, an act or omission by an employee, acting in the course of their employment, is deemed to be an act or omission of their employer.
- 6.10. For the purpose of this Bylaw, an act or omission by an agent, acting in the course of their agency, is deemed to be an act or omission of the agent's principal.
- 6.11. A person who is guilty of an offence pursuant to this Bylaw is liable to pay a fine in an amount which is not to be less than FIVE HUNDRED (\$500) DOLLARS, and not more than TEN THOUSAND (\$10,000) DOLLARS, or to imprisonment of not more than SIX (6) MONTHS, for non-payment of a fine.
- 6.12. In addition, specified penalties as set out in Schedule 'A' attached hereto, are hereby established regarding the offences set out in Schedule 'A,' which forms part of this Bylaw.
- 6.13. Notwithstanding the specified penalties provided for in Schedule 'A' attached hereto, a Judge of the Provincial Court of Alberta, or any other Court, may increase the penalties provided for in Schedule 'A,' where the Court deems it appropriate to do so, having regard, among other things, to the gravity or consequences of the offence, or whether the offence has been repeated.
- 6.14. Voluntary payments, where allowed, for any offence not specified in Schedule 'A,' shall be as follows:
- 6.14.1. For a first offence, a specified penalty in the sum of THREE HUNDRED (\$300) DOLLARS;
- 6.14.2. For a second offence, a specified penalty in the sum of ONE THOUSAND (\$1,000) DOLLARS; AND,
- 6.14.3. For a third or subsequent offence, a specified penalty in the sum of ONE THOUSAND, FIVE HUNDRED (\$1,500) DOLLARS.
- 6.15. Notwithstanding s. 6.2 – 6.14 hereof, nothing contained within shall restrict the Village from pursuing such further or other remedies as may be prescribed by law related to those matters set out in this Bylaw.
- 7. Severability Provision**
- 7.1. Should any provision of this bylaw be invalid, then such provision shall be severed, and the remaining bylaw shall be maintained.

8. Transitional

- 8.1.** Nothing in this Bylaw will operate to relieve any Person from complying with any Provincial, Federal or other Village law, order, regulation or Bylaw.
- 8.2.** This Bylaw will come into force and effect after third reading and upon being signed.
- 8.3.** This Bylaw, upon coming into force, shall repeal Solid Waste Management Bylaw 677-22 of the Village of Innisfree.

READ A FIRST TIME THIS ____ DAY OF April 2025.

READ A SECOND TIME THIS ____ DAY OF April 2025.

READ A THIRD TIME BY UNANIMOUS CONSENT THIS ____ DAY OF April 2025 AND PASSED.

Evan Raycraft, Mayor

Interim CAO T. Rogers

SCHEDULE 'A'

VOLUNTARY SPECIFIED PENALTIES

Offence	Section Number	Specified Penalty
Failure to clean up spilled waste	3.4	500.00
Disposal of Unacceptable waste	3.5	2,500.00
Failure to maintain Acceptable Waste Disposal Container	3.6	500.00
Failure to provide Acceptable Container	3.7	500.00
Leave waste accessible to animals	3.8	500.00
Allow waste to accumulate on premises	3.9	500.00
Dispose of waste in unauthorized locations	3.10	1,000.00
Dispose of Unacceptable Waste for Collection	3.11	1,000.00
Disobey posted signs or attendant	4.1	750.00
Failure to prevent waste from falling or street or insect development	4.2	750.00
Removal of Waste from Transfer Station or Landfill	4.3	750.00
Ignite materials at Transfer Station or Landfill	4.4	1,000.00
Deposit smoldering or burning waste	4.5	1,000.00
Failure to deposit Waste per signage at Waste Transfer or Landfill	4.6	750.00
Deposit Waste outside Landfill or Transfer Station site	4.7	750.00
Attempt to access Landfill or Transfer Station outside of Hours	4.10	1,000.00

Request for Decision (RFD)

Topic: MASTER RATES BYLAW 696-25
Initiated by: COUNCIL/ ADMINISTRATION
Attachments: 1. Feb.18/25 RFD Presented for New Master Rates Bylaw
2. MASTER RATES BYLAW 696-25 - DRAFT

Purpose(s):

1. To address the absence of approval for Master Rates Bylaw 695-25, recorded in Feb.18, 2025 Council minutes.
2. To review additional items identified within the Proposed 2025 Master Rates Bylaw.
3. To approve the 2025 MASTER RATES BYALW 696-25.

Background:

1. In February 2025, Council provided all readings to Master Rates Bylaw 694-25; however, there has been no evidence found in the Village Office of the signed and sealed Bylaw.
2. The Bylaw numbering system is out of sync with the traditional Bylaw numbering processes of the Village. The new Bylaw has adopted the standard Bylaw numbering format for the Village.
3. The draft Master Rates Bylaw 696-25 presented for Council approval, includes the rates for Residential Solid Waste Collection, per Council approval on February 18, 2025.
4. Most of the Recreation Fees have not changed since 2015 and earlier.

Key Issues/Concepts:

1. The 2025 Master Rates Bylaw requires Council approval.
2. A review of Campsites in Alberta demonstrated that:
 - a. Few campsites permit season-long camping; that's a positive for campers at Innisfree
 - b. Daily Camping Rates with Power Only, in the Province, range from \$15 - \$35; with the Birch Lake Campground Manager on-site and the Concession building, and, with free showers and flush toilets to registered campers, the amenities recognize the current Birch Lake Campground daily rate of \$30.
 - c. The existing discount for the various timeframes for camping was quite substantial. This draft Bylaw demonstrates a lowering of the discount, while it continues to offer a reduction for the Camper. (Proposed Fee changes are highlighted in BOLD RED)
 - d. A slight increase for non-profit groups; the existing fee has not been re-addressed within the last 10 years.
 - e. Clarification seemed warranted on the Fee for "Septic Removal Services," as the Village Trailer Dump is available for free to campers as well.

Options:

1. That Council approve all readings to Master Rates Bylaw 696-25 as presented.
2. That Council approve all readings to Master Rates Bylaw 696-25 as discussed.
3. That Council table Master Rates Bylaw 696-25 to the May Council meeting.

Financial Implications:

1. The financial implications of the Residential Solid Waste Collection fees were provided to Council in the Feb.18, 2025 meeting, per the attached copy of the RFD.
2. The increase in the Birch Lake Campground & Recreational Park should improve the financial costs of recreation services in the 2025 budget.

Relevant Policy/Legislation:

1. *MGA*, s.3 – Municipal Purposes
2. *MGA*, s.241 – Annual Budgets
3. *Strategic Plan* – Priority #3 – Ensure Viability

Political/Public Implication(s):

1. The approval of the reduction of Residential Solid Waste Removal costs have been viewed favourably by the Public.
2. The continued discounts available to Registered Campers at the Birch Lake Campground & Recreational Park should be viewed favourably by the Public.

Recommendation:

1. That Council approves all readings to Master Rates Bylaw 696-25.

Request for Decision (RFD)

Topic: 2025 Master Rates Bylaw – Utility & Reserves Review

Initiated by: Administration

Attachments: DRAFT Master Rates Bylaw 694-25

Purpose(s):

1. To address Utility Rates for the remaining 10 months of 2025.
2. To address Master Rates' Solid Waste Fees.

Background:

1. The Village Council recently passed a motion to change solid waste collection for Residential properties.
2. The Village Council and Administration has listened to many residents speak on the high cost of living, taxes, and utility billing prices. The Village Council has acted on implementing reduced costs to relieve our Taxpayers during a time of extreme inflation.
3. The Village of Innisfree no longer collects solid waste from each residence. Solid waste bins are located throughout the Village for residents to empty their garbage throughout the week. Solid waste bins are emptied on Monday mornings.

Key Issues/Concepts:

1. The Village administration has been diligently working to reduce utility billing costs to the residents by changing this service. Administration has reviewed the budget and the current costs and proposes the following changes:

	<i>Residential</i>	
	Current	Proposed
Solid Waste	29.25	19.25
Recycling	2.50	2.50
Regional Landfill	12.00	

2. A Cost-of-Living Calculator displays that the cost for services from 2017 to the end of 2024 increased by **23.38%**. By decreasing the solid waste rate **\$10.00**, the Village of Innisfree would be saving the residents **33.33%**. **This would be 10% more savings than the inflation rate increase.**
3. The total cost savings for Solid Waste, per residence, will amount to **22.00\$**. This includes the removal of the regional landfill costs as well. Any surplus in funds collected additionally for the regional landfill closure shall be transferred to environmental reserves (post audit).
4. The Village also recommends simplification of the Solid Waste rates:

Solid Waste Management Fees:

- | | |
|----------------------------|---------|
| 1. Residential | \$29.25 |
| 2. Small Non. Res. | \$34 |
| 3. Large Non. Res. | \$47 |
| 4. Petro-Can Complex | \$425 |
| 5. Institutional | \$225 |
| 6. Four-Plex Units | \$115 |
| 7. Community Organizations | \$17.45 |

Recommend the SW Management Fees be simplified as:

- | | |
|--------------------------|---------|
| 1. Residential | \$19.25 |
| 2. Sm. Non-Residential | \$34 |
| 3. Large Non-Residential | \$75 |

4. Institutional	\$250
5. Bin Rental	\$425

4.i. Currently the Village levies:	Res 115 = \$3,363.75	Proposed: \$2,213.75
	Sm. NR 10 = \$340	Proposed: \$ 340
	Lrg. NR 0	Proposed:
	Petro \$425	Proposed: \$ 425
	Instit. \$225	Proposed: \$ 250
	4-Plex 2 = \$230	Proposed: \$ 500 (Instit.x2)

Current Total: **\$4,583.75**
(55005.00)

Proposed

Total: **\$3728.75**

TOTAL/ANNUALLY:

\$3,728.75 x 12 =

TOTAL: \$44,745.00

NOTE: The 2024 Solid Waste Costs were **\$32,597.74**. Having a revenue estimated base of **\$44,745.00** should mitigate implications to the Municipal Tax Rate. Any surplus to the SW collection may be transferred to environmental reserves to ensure environmental remediation costs may be elevated. The Village also budgets **\$19,000** annually to cover the costs of the Public Works employee salary which will be eliminated because of this change. The budgeted Public Works salary may be distributed to other places of need within the operation of the Village.

Solid Waste fees are proposed to help eliminate any Solid Waste Department deficit and ensure Solid Waste fees do not impact the Tax roll (Municipal Tax Rate.)

Options:

1. That Council endorse all readings to proposed Master Rates Bylaw 694-25 as presented.
2. That Council endorse all readings to the Master Rates Bylaw 694-25 as amended.
3. That Council direct Administration in another manner regarding the Master Rates Bylaw 694-25.

Financial Implications:

1. The proposed Solid Waste Master Rates are set up to ensure:
 - a. The SW service costs are offset by the Utility Rates;
 - b. That the Municipal Tax Rate is not impacted by the SW Servicing Costs;
 - c. The proposed rates relieve some of the monthly costs for our Taxpayers.

Relevant Policy/Legislation:

1. **MGA, s.3** – Municipal Purposes
2. **MGA, s.241** – Annual Budgets
3. **Strategic Plan – Priority #3** – Ensure Viability
4. **Strategic Plan – Priority #4** – Resident Communication and Engagement

Political/Public Implication(s):

The maintenance of the Solid Waste services and Utility Bill cost savings should be viewed as positive to the public.

Recommendation:

That Council endorse all readings to proposed Master Rates Bylaw 694-25 as presented.



MASTER RATES BYLAW 694-24 696-25

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR 2024 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 2024 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.
4. This bylaw shall come into full force and have effect on ~~March 1, 2024~~ **April 22, 2025**.
5. Master Rates Bylaw 692-24 ~~694-24~~ is hereby rescinded.

Read a FIRST time this ___ day of April 2025.

Read A SECOND time this ___ day of April 2025.

And with UNANIMOUS CONSENT of Council, read a THIRD time and FINALLY passed this ___ day of April 2025.

Mayor E. Raycraft

Interim CAO T. Rogers

SECTION 12 - ADMINISTRATION AND GENERAL SERVICES

FEE	SERVICE/GOODS	GST CHARGED Y/N
1.00	Color Photocopy per page - single sided	Y
0.25	B&W Photocopy per page - single-sided	Y
3.00	Facsimile – Flat Fee – No page limit	Y
40.00	NSF Cheque Fee – Returned Non-sufficient Funds	N
Per CRA	Kilometrage Rate for Municipal Travel	Y
25.00	Admin Fee – Transfer of O/S UT to Tax Roll	N
Per FOIP Act	Information Request pursuant to FOIP Act	N

SECTION 20 - PROTECTIVE SERVICES

FEE	SERVICE/GOODS	GST? Y/N
Billed at Cost Recovery +\$10/day + 10% Admin Fee	Impoundment Fee – Vehicle Stored by Village	Y
Per Contractor Fee	Animal Impoundment Fee (per day/per animal)	Y
15.00	License - Annual Spayed/Neutered Canine (6 months+) on or before January 1 st	N
20.00	License - Annual Non-spayed/Non-Neutered Canine (6 months &+) on or before January 1 st	N
30.00	Annual Canine License Purchased after January 1 st	N
15.00	License - Annual Spayed/Neutered Feline (8 months+) on or before January 1 st	N
20.00	License - Annual Non-Spayed Feline (8 weeks+) on or before January 1 st	N
30.00	Annual Feline License (8 weeks+) after January 1 st	N
10.00	Replacement Tag for Canine or Feline	N
25.00	Chicken Annual License Fee	N
10.00	Transfer License/Tag of Canine or Feline	N
25.00	Annual Business License – Resident	N
40.00	Annual Business License – Non-Resident	N
100.00	Annual Peddler License	N
50.00	Monthly Peddler License	N
25.00	Weekly Peddler License	N

SECTION 30 - EQUIPMENT AND PUBLIC WORKS SERVICES

Note: All fees have a one-hour Minimum charge for Operator & Equipment during normal working hours.

FEE	SERVICE/GOODS	GST Y/N
175/hr.	Large Loader	Y
75/hr.	Skid Steer/Bobcat	Y
50/hr.	Ride-on Mower	Y
75/hr.	Bush Mower	Y
50/day	Dump Trailer	Y

SECTION 40 - ENVIRONMENTAL SERVICES

NOTE: All Environmental Services Fees are Monthly; GST is not applicable unless otherwise stated.

FEE	SERVICE/GOODS
75.00	Non-Metered Water Fee
4.57/m ³	Water Metered Consumption Fee
25.00	Base Water Fee (All Accounts)
19.95	Solid Waste – Residential
35.00	Solid Waste – Small Non-Residential
75.00	Solid Waste – Large Non-Residential
425.00	Solid Waste – Bin Rental
250.00	Solid Waste – Institutional
2.50	Solid Waste – Cardboard Recycling – All Utility Accounts
21.75	Sanitary Sewer – Residential
35.00	Sanitary Sewer – Small Non-Residential
100.00	Sanitary Sewer – Large Non-Residential
175.00	Sanitary Sewer – Institutional
20.40	Environmental Infrastructure Renewal Fee – Residential
30.00	Environmental Infrastructure Renewal Fee – Non-Residential
25.00	Water Data Log Report
25.00	Second Request for a Water Meter Validation test within a 12-month period.
Per Costs	Test Facility costs, (including S&H) if meter tests as accurate (GST Applies)
Per Costs	Water Meter Change-out Request if meter tests as accurate (GST Applies)
30.00	Connection Fee for New Owner
500.00	Connection Fee for New Construction
25.00	Disconnect Water Service Fee, per Request
25.00	Re-Connect Water Service Fee, per Request

SECTION 60 - PLANNING, SUBDIVISION AND DEVELOPMENT & ASSESSMENT APPEAL

NOTE: *All Planning, Subdivision and Development & Assessment Appeal costs are GST Exempt, unless otherwise stated*

FEE	SERVICE/GOODS
50.00	Development Permit - Residential
75.00	Development Permit – Non-Residential/Commercial
varies	Development Permit – Institutional/Public Service
25.00	Development Permit – Demolition
25.00	Development Permit – Decks & Sheds
25.00	Land Titles & SPIN Search – per each title search
25.00	Village of Innisfree Land Use Bylaw (Hard Copy)(GST Incl.)
35.00	Tax Certificate
100.00	Compliance Certificate
150.00	Land Use Bylaw Amendment
Per Invoice	Land Use Bylaw Amendment - Advertising (GST applies)
100.00	Subdivision Application (per lot)
Per Invoice	Subdivision Application – Advertising (GST applies)
50.00	Subdivision Endorsement (per lot)
100.00	Subdivision or Development Appeal (non-refundable)
50.00	Assessment Review Board – Residential Complaint Fee
650.00	Assessment Review Board – Composite Complaint Fee

SECTION 70 - PARKS AND RECREATION

NOTE: All campground prices include GST.

FEE	SERVICE/GOODS
25.00	Daily – Non-Powered Campsite
100.00	Weekly – Non-Powered Campsite
250.00	Monthly – Non-Powered Campsite
30.00	Daily – Powered Campsite
200.00	Weekly – Powered Campsite (30 x 7 = 210) Change rate from \$150 to \$180
850.00	Monthly – Powered Campsite (30 x 30 = \$900) Change rate from \$500 to \$850
3,000.00	Powered Campsite from Park Open to Close (4 months) Change rate from \$1,800 to \$3,000 (120 x \$30 = \$3,600)
100.00	Group Camp Deposit (payable upon reservation)
275.00	Daily - Group Camp Area (10 x 30 = 300) Change rate from \$225 to \$275
125.00	Daily – Group Camp Area for Non-Profit Groups (locals only) \$100 - \$125
200.00	Daily – Ball Park (3 Diamonds)
4.00	Shower – Non-Campers
12.00	Firewood Bundle
Per Costs	Septic Removal Services (within the Campground)
50% of Fee	Deposit for Reservations required for more than 2 Campsites. (Reservations held until 6 pm on day of scheduled arrival)

Request for Decision (RFD)

Topic: OHV Bylaw 697-25
Initiated by: Council/Administration
Attachments: 1. Off-Highway Vehicle Bylaw 596-15
2. ROUGH DRAFT Demonstrating changes - Off-Highway Vehicle Bylaw 697-25
3. DRAFT Off-Highway Vehicle Bylaw 697-25

Purpose(s):

1. To revise Off-Highway Vehicle Bylaw 595-15 to address recent concerns regarding the operation of Off-Highway vehicles by the Emergency Fire Services within the Village, that was not addressed in Bylaw 596-15
2. To expand the permitted and non-permitted uses of Off-Highway Vehicle within the Municipality, as well as update the Penalties and Enforcement Sections to comply with current legislation and other Municipal Bylaws with regard to Violation Tags versus Violation Tickets.

Background:

1. Off-Highway Vehicle Bylaw has been in place since 2015.
2. The local Emergency Fire Services, operated under the County of Minburn, recently purchased an Off-Highway Vehicle and have been using it during practices within the Village; Bylaw 595-15 does not permit this use currently.

Key Issues/Concepts:

1. Bylaw 697-25 is to recognize the operations of the Emergency Fire Services within the Municipality with regards to the operation of Off-Highway Vehicles and to address several other Bylaw revisions.
2. Draft Off-Highway Vehicle Bylaw 697-25 proposed changes are highlighted in bold red on the draft attached to this RFD.

Options:

1. That Council approve all readings of Off-Highway Vehicle Bylaw 697-25 as presented.
2. That Council approve all readings to Off-Highway Vehicle Bylaw 697-25 as discussed.
3. That Council table Off-Highway Vehicle Bylaw 697-25 to the May Council meeting.

Financial Implications:

1. This Bylaw sets out the provisions for the use of Off-Highway Vehicles by the Fire EMS Department and standardizes the provision of Violation Tags and Tickets and should allow the enforcement and payment of same to be more readily processed.

Relevant Policy/Legislation:

1. *M.G.A. s.3 – Municipal purposes*
2. *Traffic Safety Act RSA 2000, s.120(5)*

Political/Public Implication(s):

1. The addition of the Fire EMS Services' OHV provisions and the clarification and standardization of actions and processes in this OHV Bylaw should be viewed favourably by the public.

Recommendation:

That Council approve all readings to Off-Highway Vehicle Bylaw 697-25

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA TO REGULATE AND CONTROL THE OPERATION OF OFF-HIGHWAY VEHICLES WITHIN THE CORPORATE LIMITS OF THE VILLAGE.

WHEREAS many persons are operating off-highway vehicles within Village limits; and

WHEREAS off-highway vehicles operate at speeds which may make them a source of danger to pedestrians or which may result in damage to public areas; and

WHEREAS it is deemed necessary in the interest of public safety to control and regulate the use of off-highway vehicles within Village limits; and

WHEREAS Section 7 of the *Municipal Government Act, RSA 2000* provides that a municipal council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS Section 120(5) of the *Traffic Safety Act, RSA 2000* provides that a municipal council may, by bylaw, with respect to highways under its direction and control, authorize persons to operate off-highway vehicles on any portion of any such highway of class of highway,

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

1. DEFINITIONS

1.1 **"Off-Highway Vehicle"** means an off-highway vehicle as defined in the *Traffic Safety Act, RSA 2000, C. T-6*;

1.2 **"Highway"** means a highway as defined in the *Traffic Safety Act, RSA 2000*;

1.3 **"Parkland"** shall mean every recreational area owned or controlled by the Village that lies within the limits of the Village whether such parkland is improved in whole or in part or remains in its natural state but shall include other neighborhood beautification areas and publicly maintained areas administered by the Village.

2. PERMITTED AREAS

2.1 There shall be no permitted area whatsoever within the limits of the Village of Innisfree for the operation of an off-highway vehicle not withstanding legally licensed vehicles operating on public roadways.

3. REGULATIONS

3.1 That no person who is the owner or operator of an off-highway vehicle shall operate or permit any other person to operate an off-highway vehicle within the corporate limits of the Village of Innisfree, inclusive of all parkland areas, except as provided for in the *Traffic Safety Act, RSA 2000* and this bylaw.

3.2 Unless the Village grants special permission, no rally or race involving off-highway shall be permitted.

3.3 The foregoing restrictions shall not apply so as to;

- a) Prohibit any peace officer, bylaw officer or agent authorized by the Chief Administrative Officer from duly enforcing the provisions of this bylaw;
- b) Prohibit employees or agents of the Village from operating an off-highway vehicle in the performance of their Village assigned duties, subject to said employees or agents adhering to the following conditions;
 - i. The operator of the vehicle is wearing a traffic vest and a CSA approved helmet.
 - ii. The vehicle is clearly marked as a Village of Innisfree vehicle or clearly marked as an agent of the Village.
 - iii. The vehicle is not used at speeds greater than 30 km per hour.
 - iv. If used on a highway, the vehicle must utilize a rotating amber light signifying a Municipal Public Works vehicle.

4 PENALTIES

4.1 Every person who contravenes this Bylaw is guilty of an offence and subject to a fine.

- a) For a first offence, an fine of not more than \$250.00
- b) For a second offence and every subsequent offence, a fine of not more than \$500.00.

5 SEVERABILITY

5.1 If any clause of this Bylaw is found to be invalid, it shall be severed from the remainder of this Bylaw and shall not invalidate the whole Bylaw.

6 EFFECTIVE DATE

6.1 This bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST, SECOND, AND BY UNANIMOUS CONSENT OF COUNCIL A THIRD TIME AND FINALLY PASSED THIS 17th DAY OF FEBRUARY, 2015.

Mayor McMann

Jennifer Hodel, CAO

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA TO REGULATE AND CONTROL THE OPERATION OF OFF-HIGHWAY VEHICLES WITHIN THE CORPORATE LIMITS OF THE VILLAGE.

~~WHEREAS~~ many persons are operating off-highway vehicles within Village limits; and

~~WHEREAS~~ off-highway vehicles operate at speeds which may make them a source of danger to pedestrians, or which may result in damage to public areas; and

WHEREAS it is deemed necessary in the interest of public safety to control and regulate the use of off-highway vehicles within Village limits; and

WHEREAS Section 7 of the *Municipal Government Act, RSA 2000* provides that a municipal Council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS Section 120(5) of the *Traffic Safety Act, RSA 2000* provides that a municipal Council may, by bylaw, with respect to highways under its direction and control, authorize persons to operate off-highway vehicles on any portion of any such highway of class of highway,

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

1. DEFINITIONS

1.1 ***“Chief Administrative Officer” or “CAO” means the Chief Administrative Officer for the Village of Innisfree appointed pursuant to the Municipal Government Act, RSA 2000, c M-26, or their delegate.***

1.2 ***“Council” means the Council of the Village of Innisfree.***

1.3 ***“Highway” means a highway as defined in the Traffic Safety Act, RSA 2000; c T-6.***

1.4 ***“Municipal Tag” means a Municipal Violation notice or tag, allowing for the voluntary payment of a specified penalty being paid out of court to the Village of Innisfree in lieu of issuance of a Violation Ticket;***

1.5 ***“Off-Highway Vehicle” means an off-highway vehicle as defined in the Traffic Safety Act, RSA 2000, c. T-6, as amended;***

1.6 ***“Operator” means a Person who drives or is in physical control of an Off-Highway Vehicle;***

1.7 ***“Parkland” shall mean every recreational area owned or controlled by the Village that lies within the limits of the Village whether such parkland is improved in whole or in part***

or remains in its natural state but shall include other neighborhood beautification areas and publicly maintained areas administered by the Village.

1.8 ***“Peace Officer”*** has the same meaning as in the *Provincial Offences Procedure Act, RSA 2000 c P-34* and means:

- 1.8.1 **Any member of the Royal Canadian Mounted Police;**
- 1.8.2 **Any member of Municipal Police Service;**
- 1.8.3 **Any Special Constable;**
- 1.8.4 **Any Bylaw Enforcement Officer, the Chief Administrative Officer or their Designated Officer.**

1.9 ***“Provincial Offences Procedures Act”*** means the *Provincial Offences Procedure Act, R.S.A. 2000, c P-34*, as amended or repealed and replaced from time to time;

1.10 ***“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;

1.11 ***“Violation Ticket”*** means a Tag or similar documents issued pursuant to the *Provincial Offences Procedures Act* and the Regulations thereunder;

2. PERMITTED AREAS

2.1 ~~There shall be no permitted area whatsoever within the limits of the Village of Innisfree for the operation of an off-highway vehicle not withstanding legally licensed vehicles operating on public roadways.~~

3. REGULATIONS

3.1 That no person who is the owner or operator of an off-highway vehicle shall operate or permit any other person to operate an off-highway vehicle within the corporate limits of the Village of Innisfree, inclusive of all parkland areas, except as provided for in the ***Traffic Safety Act, RSA 2000, c T-6*** and this **Bylaw**.

3.2 A Person operating an Off-Highway Vehicle shall:

- a) Travel single file, in the same direction as the vehicles traveling on the Highway.**
- b) Travel at a maximum speed not exceeding 30 kilometers per hour or the posted speed limit, whichever is lower;**
- c) Exit and return to their residence using the Roadway by the most direct and safest route of travel within the Village of Innisfree.**

3.3 No Person shall operate an Off-Highway Vehicle on a Highway or on Village land:

- a) Unless they are at least 16 years of age and the holder of a valid subsisting Class 5 or greater Operator’s License;**
- b) Unless the Off-Highway vehicle is insured, registered and displays a valid license plate in accordance with the *Traffic Safety Act*;**

- c) Unless the Off-Highway Vehicle is equipped with headlamps, tail lamps, an exhaust muffler and other equipment as required by provision of the *Off Highway Vehicle Act* and Regulations thereunder;
- d) Before 8:00 am and after 10:00 pm, Monday through Friday or before 9:00 am and after 10:00 pm on Saturday, Sunday or Statutory Holidays:

3.4 No Person shall operate or be a passenger on an Off-Highway Vehicle without wearing a Safety Helmet securely attached on their head.

3.5 No Person shall operate or be a passenger on an Off-Highway Vehicle where the number of Persons on the Off-Highway Vehicle exceeds the number of Persons that Off-Highway Vehicle is designed to carry.

3.6 No person shall operate an Off-Highway Vehicle where the Village has placed signage prohibiting such operation or where Off-Highway Vehicle use is prohibited.

3.7 No Person shall operate an Off-Highway Vehicle within any Environmental Land or any school property.

3.8 No Person shall operate an Off-Highway Vehicle in a manner that constitutes a Nuisance as reasonably determined by a Peace Officer in their sole discretion.

3.9 No Person shall tow a trailer, sleigh or other vehicle behind an Off-Highway Vehicle in contravention of the *Traffic Safety Act* and Regulations thereto.

3.10 An Operator of an Off-Highway Vehicle shall immediately, on being signaled or requested to stop by a Peace Officer, bring their vehicle to a stop, and furnish any information respecting the driver or the vehicle and shall not start their vehicle until that are permitted to do so by the Peace Officer.

3.11 Unless the Village grants special permission, no rally or racing shall be permitted.

3.12 The foregoing restrictions shall not apply so as to;

- a) Prohibit any peace officer, bylaw officer or agent authorized by the Chief Administrative Officer from duly enforcing the provisions of this bylaw;
- b) Prohibit employees or agents of the Village from operating an off-highway vehicle in the performance of their Village assigned duties, or Fire and Emergency Members, in the discharge of their Emergency duties subject to said employees or agents adhering to the following conditions;
 - i. The operator of the vehicle is wearing a traffic vest and a CSA approved helmet.
 - ii. The vehicle is clearly marked as a Village of Innisfree vehicle or clearly marked as an agent of the Village or is clearly marked as an Emergency Services vehicle.
 - iii. The vehicle is not used at speeds greater than 30 km per hour.

- iv. If used on a highway, the vehicle must utilize a rotating amber light signifying a Municipal Public Works or an Emergency Services vehicle.
- 3.12 Unless the Village grants special permission, no rally or race involving off-highway **vehicles** shall be permitted.
- 3.13 The foregoing restrictions shall not apply so as to;
 - c) Prohibit any peace officer, bylaw officer or agent authorized by the Chief Administrative Officer from duly enforcing the provisions of this bylaw;
 - d) Prohibit employees or agents of the Village from operating an off-highway vehicle in the performance of their Village assigned duties, **or Fire and Emergency Members, in the discharge of their Emergency duties** subject to said employees or agents adhering to the following conditions;
 - v. The operator of the vehicle is wearing a traffic vest and a CSA approved helmet.
 - vi. The vehicle is clearly marked as a Village of Innisfree vehicle or clearly marked as an agent of the Village **or is clearly marked as an Emergency Services vehicle.**
 - vii. The vehicle is not used at speeds greater than 30 km per hour.
 - viii. If used on a highway, the vehicle must utilize a rotating amber light signifying a Municipal Public Works **or an Emergency Services** vehicle.

~~4 PENALTIES~~

- ~~4.1 Every person who contravenes this Bylaw is guilty of an offence and subject to a fine.~~
 - ~~a) For a first offence, a fine of not more than \$250.00~~
 - ~~b) For a second offence and every subsequent offence, a fine of not more than \$500.00.~~
- 4. AUTHORITIES OF PEACE OFFICERS AND ENFORCEMENT:**
- 4.1 The CAO or any Peace Officer is hereby authorized to enforce the provisions of this Bylaw.**
- 4.2 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.**
- 4.3 A Violation Tag may be issued to such Person:**
 - i. Either personally; or,**
 - ii. By attaching it to the Vehicle in respect to which offense is alleged to have been committed; or,**
 - iii. By mailing a copy to such Person at their last known post office address.**
- 4.4 Where a Violation Tax has been attached to a Vehicle, no Person, other than the Owner or Operator of that Vehicle shall remove the Violation Tax so affixed to the Vehicle.**
- 4.5 A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the CAO and shall state:**
 - i. The name of the Person or Vehicle description;**
 - ii. The offence;**
 - iii. The appropriate Penalty for the Offence and specified in Schedule "A" of this Bylaw;**

iv. Time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence, and;

v. Any other information may be required by the CAO.

4.6 Where a Violation Tag, attached as Schedule "B," has been issued pursuant to this Bylaw, the Person to whom the Violation Tax has been issued may, in lieu of being prosecuted for the offence, pay the Village the penalty specified on the Violation Tag.

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

4.8 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 to issue a Violation Ticket pursuant to the Provincial Offences Procedure Act, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

4.9 Notwithstanding Section 4.4 of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

5 PENALTIES

5.1 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."

6 SEVERABILITY

6.1 If any clause of this Bylaw is found to be invalid, it shall be severed from the remainder of this Bylaw and shall not invalidate the whole Bylaw.

7 TRANSITIONAL PROVISIONS

7.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Provincial, Federal or other Village law, order, regulation or Bylaw.

7.2 This Bylaw will come into force and effect after third reading and upon being signed.

7.3 This Bylaw, upon coming into force, shall repeal OFF-ROAD VEHICLE Bylaw 596-15 of the Village of Innisfree.

8 EFFECTIVE DATE

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST, SECOND, AND BY UNANIMOUS CONSENT OF COUNCIL A THIRD TIME AND FINALLY PASSED THIS ____ DAY OF APRIL 2025.

Mayor E. Raycraft

Interim CAO, T. Rogers

SCHEDULE "A"
PENALTIES

FOR VIOLATION OF ALL SECTIONS OF THIS BYLAW:

PENALTY FOR FIRST OFFENCE	\$150
PENALTY FOR SECOND OFFENCE	\$250
PENALTY FOR SUBSEQUENT OFFENCES	\$300

ROUGH DRAFT

SCHEDULE "B"
VILLAGE OF INNISFREE
VIOLATION TAG

BYLAW _____

DATE: _____ **TIME** _____ **AM/PM**

NAME OF OFFENDER _____

ADDRESS OF OFFENDER _____

VEHICLE LICENSE OR VIN# _____

VEHICLE DESCRIPTION _____

THIS TAG IS ISSUED FOR BREACH OF BYLAW _____

SECTION _____

PENALTY _____

PENALTY DUE DATE _____

ISSUER _____

Signature

DATE _____

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 (MGA) and is protected by the provisions of the Freedom of Information and Protection of Privacy Act, RSA 2000, c F-25 (FOIPPA) as amended or repealed and replaced, 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.

A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA TO REGULATE AND CONTROL THE OPERATION OF OFF-HIGHWAY VEHICLES WITHIN THE CORPORATE LIMITS OF THE VILLAGE.

WHEREAS it is deemed necessary in the interest of public safety to control and regulate the use of off-highway vehicles within Village limits; and

WHEREAS Section 7 of the *Municipal Government Act, RSA 2000* provides that a municipal Council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS Section 120(5) of the *Traffic Safety Act, RSA 2000* provides that a municipal Council may, by Bylaw, with respect to highways under its direction and control, authorize persons to operate off-highway vehicles on any portion of any such highway of class of highway,

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

1. DEFINITIONS

- 1.1 **"Chief Administrative Officer"** or **"CAO"** means the Chief Administrative Officer for the Village of Innisfree appointed pursuant to the *Municipal Government Act, RSA 2000, c M-26*, or their delegate;
- 1.2 **"Council"** means the Council of the Village of Innisfree;
- 1.3 **"Highway"** means a highway as defined in the *Traffic Safety Act, RSA 2000; c T-6*.
- 1.4 **"Municipal Tag"** means a Municipal Violation notice or tag, allowing for the voluntary payment of a specified penalty being paid out of court to the Village of Innisfree in lieu of issuance of a Violation Ticket;
- 1.5 **"Off-Highway Vehicle"** means an off-highway vehicle as defined in the *Traffic Safety Act, RSA 2000, c. T-6*, as amended;
- 1.6 **"Operator"** means a Person who drives or is in physical control of an Off-Highway Vehicle;
- 1.7 **"Parkland"** shall mean every recreational area owned or controlled by the Village that lies within the limits of the Village whether such parkland is improved in whole or in part or remains in its natural state but shall include other neighborhood beautification areas and publicly maintained areas administered by the Village.
- 1.8 **"Peace Officer"** has the same meaning as in the *Provincial Offences Procedure Act, RSA 2000 c P-34* and means:
- 1.8.1 Any member of the Royal Canadian Mounted Police;

- 1.8.2 Any member of Municipal Police Service;
- 1.8.3 Any Special Constable;
- 1.8.4 Any Bylaw Enforcement Officer, the Chief Administrative Officer or their Designated Officer.

1.9 **"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;

1.10 **"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;

1.11 **"Violation Ticket"** means a Tag or similar documents issued pursuant to the *Provincial Offences Procedures Act* and the Regulations thereunder;

2. PERMITTED AREAS

2.1 There shall be no permitted area whatsoever within the limits of the Village of Innisfree for the operation of an off-highway vehicle not withstanding legally-licensed vehicles operating on public roadways.

3. REGULATIONS

3.1 That no person who is the owner or operator of an off-highway vehicle shall operate or permit any other person to operate an off-highway vehicle within the corporate limits of the Village of Innisfree, inclusive of all parkland areas, except as provided for in the *Traffic Safety Act*, RSA 2000, c T-6 and this Bylaw.

3.2 A Person operating an Off-Highway Vehicle shall:

- a) Travel single file, in the same direction as the vehicles traveling on the Highway.
- b) Travel at a maximum speed not exceeding 30 kilometers per hour or the posted speed limit, whichever is lower;
- c) Exit and return to their residence using the Roadway by the most direct and safest route of travel within the Village of Innisfree.

3.3 No Person shall operate an Off-Highway Vehicle on a Highway or on Village land:

- a) Unless they are at least 16 years of age and the holder of a valid subsisting Class 5 or greater Operator's License;
- b) Unless the Off-Highway vehicle is insured, registered and displays a valid license plate in accordance with the *Traffic Safety Act*;
- c) Unless the Off-Highway Vehicle is equipped with headlamps, tail lamps, an exhaust muffler and other equipment as required by provision of the *Off Highway Vehicle Act* and Regulations thereunder;
- d) Before 8:00 am and after 10:00 pm, Monday through Friday or before 9:00 am and after 10:00 pm on Saturday, Sunday or Statutory Holidays:

3.4 No Person shall operate or be a passenger on an Off-Highway Vehicle without wearing a Safety Helmet securely attached on their head.

- 3.5 No Person shall operate or be a passenger on an Off-Highway Vehicle where the number of Persons on the Off-Highway Vehicle exceeds the number of Persons that Off-Highway Vehicle is designed to carry.
- 3.6 No person shall operate an Off-Highway Vehicle where the Village has placed signage prohibiting such operation or where Off-Highway Vehicle use is prohibited.
- 3.7 No Person shall operate an Off-Highway Vehicle within any Environmental Land or any school property.
- 3.8 No Person shall operate an Off-Highway Vehicle in a manner that constitutes a Nuisance as reasonably determined by a Peace Officer in their sole discretion.
- 3.9 No Person shall tow a trailer, sleigh or other vehicle behind an Off-Highway Vehicle in contravention of the *Traffic Safety Act* and Regulations thereto.
- 3.10 An Operator of an Off-Highway Vehicle shall immediately, on being signaled or requested to stop by a Peace Officer, bring their vehicle to a stop, and furnish any information respecting the driver or the vehicle and shall not start their vehicle until that are permitted to do so by the Peace Officer.
- 3.11 Unless the Village grants special permission, no rally or racing shall be permitted.
- 3.12 The foregoing restrictions shall not apply so as to;
- a) Prohibit any peace officer, bylaw officer or agent authorized by the Chief Administrative Officer from duly enforcing the provisions of this bylaw;
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- 7.1** Nothing in this Bylaw will operate to relieve any Person from complying with any Provincial, Federal or other Village law, order, regulation or Bylaw.

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- 7.3** This Bylaw, upon coming into force, shall repeal OFF-ROAD VEHICLE Bylaw 596-15 of the Village of Innisfree.

8 EFFECTIVE DATE

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST, SECOND, AND BY UNANIMOUS CONSENT OF COUNCIL A THIRD TIME AND FINALLY PASSED THIS ____ DAY OF APRIL 2025.

Mayor E. Raycraft

Interim CAO, T. Rogers

SCHEDULE "A"
PENALTIES

FOR VIOLATION OF ALL SECTIONS OF THIS BYLAW:

PENALTY FOR FIRST OFFENCE	\$150
PENALTY FOR SECOND OFFENCE	\$250
PENALTY FOR SUBSEQUENT OFFENCES	\$300

DRAFT

SCHEDULE "B"
VILLAGE OF INNISFREE
VIOLATION TAG

BYLAW _____

DATE: _____ TIME _____ AM/PM

NAME OF OFFENDER _____

ADDRESS OF OFFENDER _____

VEHICLE LICENSE OR VIN# _____

VEHICLE DESCRIPTION _____

THIS TAG IS ISSUED FOR BREACH OF BYLAW _____

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

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Village of Innisfree Council Committee Report

Committee Name: MMI-FCSS

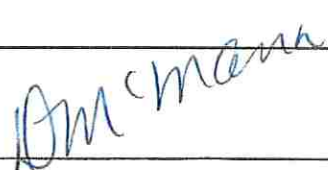
Meeting Date and Time: April 3, 2025 (9:03 – 9:38)

Attendees: Jennifer, Jannette, Carla, Joey, Alicia, Jocelyn, Mike

Discussion:

- Due to early withdrawals some balances were in the negative.
- More fraud / romance scams have been reported in the area, one person was stopped from one, there will be a speaker after the senior's bingo to address this.
- Mannville is maintaining the mill rate this year, so the only people who would have to pay higher taxes are if their assessments went up.
- Campground online booking has gone live, the seasonal group sites have been removed from the list to save money.
- Surveillance for main street should be going live hopefully before the next election.
- Brooke has been appointed the new CAO.
- Jackie Armstrong Homeniuk is asking organizations to submit fir dates so she can set up her summer schedule.
- ABMunis has a webinar to help possible new candidates so see if they are interested in running at next election.
- 2026 wish list for Mannville would be a new community van.
- Playgroup red wagon had 16 kids attend.
- Walk and wonder group had 17 kids attend
- A few journals are left for the Afoot program looking at seniors to be included as there has been some interest.
- Carla and Alicia will be hosting a babysitter's course in Innisfree April 16 and 17 2025
- Income tax 25 of 30 filings have been completed
- Service Canada has helped put out 12 passports trying to get them to come quarterly
- Rural Mental Health animator Janette still trying to get information regarding it, been hard as she has been on medical leave, due to a foot injury.
- Janette should be back to work end of April / May.
- CSJ will advertise for the position once funding has been secured.
- Reporting due date April 30th for annual reporting
- East central directors meeting will be on April 15 in Tofield
- FCSSAA conference will be November 26 – 28 2025 rooms have been booked
- Next meeting June 05, 2025

Submitted by: Jennifer Johnson

VILLAGE OF INNISFREE COUNCIL COMMITTEE REPORT	
Committee Name:	Minburn Foundation
Meeting Date & Time:	April 10, 2025 10:00 am.
Attendees:	Tara Kuyto, Taneen Rudyk, Marielle Brodziak, Carl Ogradniak, Kim Desouza, Terrold Lemko
Discussion:	<ul style="list-style-type: none"> - Home Care is doing assessments - Mannville has 2 residences for nurses - Building Committee continues to meet about redevelopment - Continuing to replace Hot Water Tanks - Video Surveillance is being done in Mannville and Vegreville
Actions:	- Website update continues - Gather photos of the Council members
Future Items:	Next meeting May 8, 2025
Submitted By:	Ms Debbie McMann PO Box 227 Innisfree AB T0B 2G0 



MEETING NOTES – March 26, 1:30pm at County Council Chambers

Attendees: Tim MacPhee (Vegreville), Jamieson Brown (Vegreville), Evan Raycraft (Innisfree), Kayla Paranych (Innisfree), Jocelyne Lanovaz (Mannville), Brooke Magosse (Mannville), Joey Nafziger (County of Minburn), Davin Gegolick (County of Minburn), Elaine Cartier (County of Minburn), Kathy Dmytriw (Crossroads/OMR), Bob Bezpalko (Alberta HUB), Mark Baxter (OMR)

1. Update on Grant Applications

1. Mark provided updates – NRED and CECI grant applications
2. CECI was approved for \$30,000.00
3. NRED was denied – discussion on asking MLA/Minister for grading criteria on considering applications
4. SCOP was secured in 2024
5. 2023-2024 ACP is complete – final reporting is underway
6. Might be more funding opportunities in the future as per Lisa Ford, REDs

2. Discussion on recommendations

A. Crossroads Strategic Priorities

1. Part of mandate is to continue with retention
2. Strong mandate for Economic Development
3. Need to determine what comes next following the grant applications

B. Recommended Project Areas

1. Foreign Direct Investment (FDI) Strategy (CECI Grant) – include FDI section on Crossroads website to provide information to foreign investors

2. Communication Project (SCOP Grant) – marketing materials for Crossroads region, developer's package (site selector requests), improving individual community profiles, development of a regional agri-business profile, further enhancing Crossroads website, possible signage.
3. Welcome package – showcasing businesses/contacts for newcomers to the community (provide value to the business community)
4. Continue Attraction and Retention – be systematic, keep business list up to date, work on communication strategy, individual municipal needs
5. Continue with Physician attraction and retention

C. Crossroads EDC Duties

1. Will continue to work with each municipality where the needs are
2. See duties as per 5.5 on report (page104)
3. Work with Mark to do some marketing strategies and bring back to the board
4. Continue representing Crossroads on boards, etc.
5. Continue learning about grant applications, reporting requirements

3. Budget Discussion

1. Discussion on proposed budget scenarios. Committee agreed to increase Kathy's wage to \$80,000 for 2025 and utilize \$90,000 for OMR contracting services (utilize \$30,000 municipal contributions for 2025 projects).
2. Remaining \$30,000 municipal contributions will be put into 'Crossroads Reserve' for 2026 projects
3. Discussion on municipality applying for future grant applications as managing partner:
 1. County applied for SCOP in 2024 and missed out on NRED opportunity for 2025. Town will apply for NRED on behalf of Crossroads next grant application opening. Villages to discuss their future grant applications.
4. Discussion on municipalities partnering with GoEast of Edmonton on their grant applications. GoEast members are disqualified from applying for their own Travel Alberta grants.

4. Action Plan

- Mark to work on plan with \$90,000 funding and report to board
- Kathy will continue with role as outlined in section 5.5
- Kathy will help promote individual municipalities and report monthly
- Mark will work with Kathy on marketing strategies
- Members to start thinking about their future grant applications and opportunities to apply on behalf of Crossroads.

CAO Monthly Report

To: Council
From: Interim CAO T. Rogers
Re: April 2 – April 22, 2025, Administration activities/highlights

Administration

- Administration is working through the multiple financial, contractual and other online authorities in order to continue the Municipal business.
- The Financial authority changes are almost complete; other signing authority entities are being addressed as Administration Staff find there is a need for such updates.

Development

- The Strategic Plan with Council has been set back while the new Administration staff grasps the municipal status.
- One Development Permit for Demolition of a garage was issued in April.

Financial

- Village Administration has been working with the Auditors on the 2024 Audit.
- Pursuant to the April 4, 2025, Special Council meeting Council directives, the financial authorities have been mostly updated.

Other

- AA S. Tarapaski will be taking the Municipal Returning Officers' Training; online training is offered. The Municipal Election in October has additional records that must be created and maintained for the election; former Mannville CAO J. Hodel provided background and worksheets for developing the required information.
- The Utility Water Meter Reading computer was sent for repairs back in January-February; Village staff are utilizing a loaner computer in the interim, that is not set up for the Village of Innisfree programs. It took a lot of time to secure the March water meter readings and then another extended time to download the accurate files onto the Municipal software. Thus, the March Utility invoices were not mailed until April 16th and the *correct* E-bills were not sent out until April 17th. The Village Water Meter Reading Computer is still out for repairs, and the estimated time for receipt of the machine still cannot be confirmed. It is estimated that once the computer is diagnosed, it is estimated that it could cost the village approximately \$900.00 for repairs.

Upcoming:

- ACE AGM – April 26, 2025, at 5:30 pm in Vermilion Elks Hall
- Regular Council Meeting – May 20, 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. <i>COMPLETED</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. <i>Village staff to reevaluate</i>
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	Rates have been in place since Feb.1, 2025. New Bylaws will recognize all the changes.
2025-02-18/11	Fall conference – book room for 1 councillor to attend	Administration	Booked, cancelled due to medical.
2025-03-18/02	Approval to seek quotes for cleaning of the potable reservoir in 2025 Budget	Administration	To be addressed
2025-03-18/04	Approval of the ICF Amending Agreement	Administration	Status not confirmed
2025-03-18/05	Endorsement of D. Cates to Library Board; notify Board and RLB	Administration	No Record of letter/email
2025-03-18/07	Approval of letter to be sent to MD of Minburn Foundation for Village Snow Removal at Villas	Administration	Letter written; no record of email sent.
2025-04-03/05	Authorized New Administration Signing Authorities	Administration	Completed

(32) Roads: Public Works

1. Re-Organizing PW shop - Delnorte Students scheduled for May 1st to start Woodworking.

(37, 41-43) Environmental Services: (Stormwater, Water, Sanitary Sewer, Solid Waste & Recycling)

1. Performed Daily Water chlorine level, checks at 2 venues in the village
2. Sent out Monthly Bacteria checks on the water supply – results all good
3. Completed bi-weekly gel tests at the water treatment plant
4. Still using Borrowed Drive-by computer for water meter reading (lots of technical difficulties)
5. Received Sanitary Sewer Digester products - treated Lift Stations, specified manholes & the Lagoon Cells, May 14, 2025
6. Picking up weekly, garbage for some Seniors and persons with mobility issues
7. Arranged the move of several Waste bins (with the Skid steer) for Two Hills Solid Waste so the route worked smoother for pickup

(72) Recreation: (Park/Campground):

1. Checked that everything is running properly; cameras monitored on CAO phone will alarm capabilities

(12) Other:

1. Took online Purolator training- Village of Innisfree is registered as a Purolator Depot now!
2. Logging Sanitary chemicals in SDS binder ongoing
3. Janitor scraped all the paint off of the windows of Village Office; tried power washing the siding; looking for more solutions
4. Seeking solution to ensure the Emergency Exit lights within the Administration Building are updated.



Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: April 9, 2025

Call Summary

Call Type	Date	Details
False Alarm	March 13	Report of kids burning a vehicle crews could not locate any sign of a fire. 6:16pm 1 FTE 4 POC members attended
Medical	March 17	Village Medical 11:04 pm 1 FTE 1 POC member attended
Medical	March 21	Village Medical 6: 22 pm 1 FTE 1 POC member attended
Medical	April 1	Village Medical 10:03 pm 2 POC members attended
Medical	April 4	Village medical 1:14 am 2 FTE 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.

Fire hall renovation is complete.

Working with Village administration to synchronize Village Fire Bylaw with the fire services agreement.



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR118482

March 14, 2025

Dear Chief Elected Officials:

As you know, my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, tabled *Budget 2025* in the Alberta Legislature on February 27. I am writing to share further information regarding *Budget 2025* as related to education property tax (EPT).

Budget 2025 takes an important step toward stabilizing operational funding for education systems across Alberta. Historically, approximately one-third of operational funding for Alberta Education came from the EPT municipalities collect from their rate payers on behalf of the province. In recent years, the proportion that EPT contributes to funding the operations of Alberta Education has decreased to less than 30 per cent. Through *Budget 2025*, the Government of Alberta is increasing the proportion of Alberta Education's operating budget covered by EPT to 31.6 per cent in 2025/2026 and back to 33 per cent in 2026/2027.

To provide Alberta's public education system with a stable and sustainable source of funding and meet the demands of increased student enrollment, EPT revenue will increase by 14 per cent from last year, to a total of \$3.1 billion. This increase will be reflected on the property tax bills that municipalities send to property owners in 2025.

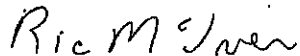
The Ministry of Municipal Affairs sent EPT requisitions to all municipal administrations, informing them of their share of the provincial EPT. For more information on EPT, including a fact sheet (Attachment 1) and the EPT Requisition Comparison Report (Attachment 2), please visit www.alberta.ca/property-tax and click on "Education property tax."

Municipalities across Alberta can inform residents that a portion of their property taxes goes directly to the provincial government to help pay for the operations of Alberta's education system. Many municipalities do this by adding a note to their property tax bills sent through the mail.

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Budget 2025 is meeting the challenge of the cost of living by helping families keep more money in their pockets with lower personal income taxes and continuing investments in education and health care. I look forward to working together over the next year as we build strong and vibrant communities that make Alberta the best place in Canada to live, work, and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

Attachments:

1. Education Property Tax Fact Sheet (2025)
2. Education Property Tax Comparison Report (2025)

Education Property Tax

Fact Sheet

Highlights of the 2025-26 provincial education property tax

Budget 2025 will see an increase to the education property tax rates after being frozen in 2024-25. The higher rates, along with rising property values and increased development, are expected to raise the education property tax requisition from \$2.7 billion in 2024-25 to \$3.1 billion in 2025-26.

The share of education operating costs funded by the education property tax will increase to 31.6 per cent in 2025-26, following historic lows of about 28 per cent in 2023-24 and 29.5 per cent in 2024-25. This will enhance Alberta's ability to fund school operations, leading to better educational outcomes as student enrolment continues to grow.

Education property taxes provide a stable source of revenue and equitable funding that supports K-12 education, including teachers' salaries, textbooks and classroom resources. They are not used to fund government operations, school capital costs or teachers' pensions.

Under the provincial funding model, all education property taxes are pooled by Alberta Education through the Alberta School Foundation Fund and distributed to public and separate school boards on an equal per-student basis.

How education property tax is calculated for municipalities

All municipalities collect an equitable share of the provincial education property tax in proportion to their total taxable property assessments, which are equalized across the province. The equalization process ensures owners of properties of similar value and type across the province pay similar amounts of education property taxes. For more details on this process, refer to the [Guide to Equalized Assessment](http://www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf) (www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf) on the Alberta website.

The provincial equalized assessment base used to determine education property taxes this year reflects 2023 property values.

In 2025, the education property tax will be calculated at a rate of \$2.72 per \$1,000 of the total residential/farmland equalized assessment value. The non-residential rate will be set at \$4.00 per \$1,000 of equalized assessment value. Most property owners will see a change to their education tax bill due to increasing mill rates and assessment values. Individual properties are taxed based on the local education property tax rate set by the municipality.

How much Calgary and Edmonton contribute to education property tax

Based on this formula, Calgary taxpayers will contribute \$1.037 billion in education property tax in 2025. Edmonton taxpayers will contribute \$575 million in education property tax in 2025. Funding for Calgary and Edmonton school boards will be based on the published profiles expected to be released by the end of March 2025.

Declaration of faith

The Canadian Constitution guarantees Roman Catholic citizens' minority rights to a separate education system. In communities with separate school jurisdictions, property owners can declare they are of the Roman Catholic faith, so their education property tax dollars can be directed to those separate school jurisdictions.

Education system benefits everyone

Alberta's education system plays a crucial role in shaping a skilled workforce, driving economic growth and fostering the social well-being of individuals and the province as a whole. It serves as a cornerstone for personal and collective prosperity, benefiting all Albertans—regardless of age, marital status or parental responsibilities.

Questions about financial assistance for seniors or the Seniors Property Tax Deferral program can be directed to the Alberta Supports Contact Centre at 1-877-644-9992 (in Edmonton - 780-644-9992).



2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Village of Camrangay	\$48,404	\$58,953	22%	\$9,539	\$11,983	26%	\$57,943	\$70,936	22%
Village of Champion	\$59,751	\$87,219	46%	\$13,866	\$17,077	23%	\$73,617	\$104,296	42%
Village of Chauvin	\$40,059	\$42,816	7%	\$21,383	\$24,237	13%	\$61,443	\$67,053	9%
Village of Chipman	\$47,300	\$51,912	10%	\$16,261	\$17,871	10%	\$63,561	\$69,783	10%
Village of Clive	\$194,459	\$214,050	10%	\$12,322	\$13,636	11%	\$206,781	\$227,686	10%
Village of Clyde	\$77,161	\$86,993	13%	\$9,832	\$9,822	0%	\$86,993	\$96,815	11%
Village of Consort	\$105,248	\$116,274	10%	\$62,836	\$70,117	12%	\$168,084	\$186,390	11%
Village of Coutts	\$37,085	\$42,040	13%	\$35,530	\$42,011	18%	\$72,615	\$84,051	16%
Village of Cowley	\$43,135	\$54,146	26%	\$15,417	\$17,089	11%	\$58,553	\$71,236	22%
Village of Cremona	\$111,326	\$122,020	10%	\$26,963	\$29,397	9%	\$138,289	\$151,416	9%
Village of Czar	\$25,085	\$28,713	14%	\$7,748	\$10,967	42%	\$32,833	\$39,680	21%
Village of Delburne	\$206,633	\$220,020	6%	\$43,829	\$42,883	-2%	\$250,463	\$262,903	5%
Village of Delta	\$34,212	\$39,445	15%	\$12,863	\$13,637	6%	\$47,075	\$53,082	13%
Village of Donald	\$31,630	\$35,086	11%	\$5,958	\$6,579	10%	\$37,588	\$41,665	11%
Village of Donnelly	\$49,360	\$54,966	11%	\$8,044	\$8,796	9%	\$57,403	\$63,763	11%
Village of Duchess	\$250,760	\$270,911	8%	\$35,705	\$40,972	15%	\$286,465	\$311,883	9%
Village of Edberg	\$20,445	\$23,160	13%	\$1,265	\$1,514	20%	\$21,711	\$24,674	14%
Village of Edgerton	\$63,662	\$67,381	6%	\$14,104	\$15,890	13%	\$77,766	\$83,271	7%
Village of Elnora	\$50,896	\$60,071	18%	\$10,459	\$10,647	2%	\$61,356	\$70,718	15%
Village of Empress	\$18,516	\$19,581	6%	\$6,651	\$6,571	-1%	\$25,167	\$26,152	4%
Village of Foremost	\$110,123	\$132,442	20%	\$43,240	\$50,545	17%	\$153,362	\$182,987	19%
Village of Forestburg	\$148,651	\$162,777	10%	\$37,102	\$38,679	4%	\$185,753	\$201,456	8%
Village of Girouxville	\$33,288	\$36,433	9%	\$10,115	\$10,327	2%	\$43,402	\$46,761	8%
Village of Glendon	\$92,993	\$99,084	7%	\$17,999	\$19,290	7%	\$110,993	\$118,375	7%
Village of Glenwood	\$75,308	\$90,453	20%	\$9,190	\$9,732	6%	\$84,497	\$100,185	19%
Village of Halkirk	\$14,685			\$6,513			\$21,198		
Village of Hay Lakes	\$123,952	\$139,060	12%	\$7,320	\$9,248	26%	\$131,272	\$148,308	13%
Village of Heisler	\$17,266	\$19,492	13%	\$5,182	\$5,825	12%	\$22,448	\$25,316	13%
Village of Hill Spring	\$54,414	\$60,440	11%	\$4,211	\$4,750	13%	\$58,625	\$65,190	11%
Village of Hines Creek	\$34,209	\$35,332	3%	\$20,015	\$21,640	8%	\$54,224	\$56,972	5%
Village of Holden	\$44,248	\$50,417	14%	\$32,543	\$34,896	7%	\$76,791	\$85,313	11%
Village of Hughenden	\$26,637	\$28,084	5%	\$5,880	\$6,641	13%	\$32,517	\$34,725	7%
Village of Hussar	\$30,710	\$35,112	14%	\$10,012	\$11,784	18%	\$40,723	\$46,896	15%
Village of Innisfree	\$24,567	\$28,117	14%	\$11,944	\$13,608	14%	\$36,510	\$41,725	14%
Village of Irma	\$94,487	\$103,158	9%	\$28,797	\$30,672	7%	\$123,284	\$133,830	9%
Village of Kiscovy	\$211,072	\$223,850	6%	\$26,720	\$29,034	9%	\$237,792	\$252,884	6%
Village of Linden	\$168,416	\$200,029	19%	\$65,604	\$71,363	9%	\$234,019	\$271,392	16%
Village of Lomond	\$26,897	\$31,081	16%	\$8,775	\$9,843	12%	\$35,672	\$40,924	15%
Village of Longview	\$133,296	\$157,316	18%	\$48,454	\$52,257	8%	\$181,750	\$209,574	15%
Village of Loughheed	\$32,223	\$34,916	8%	\$18,238	\$19,609	8%	\$50,461	\$54,525	8%
Village of Mannville	\$107,608	\$117,702	9%	\$32,971	\$35,179	7%	\$140,579	\$152,881	9%
Village of Marwayne	\$92,007	\$103,214	12%	\$16,706	\$19,408	16%	\$108,714	\$122,622	13%
Village of Milo	\$23,853	\$29,740	25%	\$12,798	\$14,627	14%	\$36,651	\$44,367	21%

Requisitions are actuals, subject to revision

Classification: Public