

April 19, 2024

Honourable Ric McIver
Minister of Municipal Affairs
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RE: April 2024 Update on Inspection Directives; MSD 008/24– Village of Andrew

This letter is to provide the Village of Andrew’s April 2024 monthly update to Municipal Affairs in accordance with Directive 11 of Ministerial Order 008/24. Please see the chart below for a summary of actions. Agendas, minutes, bylaws and policies passed over the past month are included as separate attachments including:

- March 13 Council Meeting Agenda and Minutes
- Atco Gas Franchise Agreement Bylaw 2023-13
- Designated Officer Bylaw 2024-04
- March 27 Council Meeting Agenda and Minutes

Action / Directive	Progress
Action Plan Recommendation 4	Council adopted a revised version of the June 14, 2023 Council meeting minutes at the March 13, 2024 Council meeting (resolution #202400066)
Action Plan Recommendation 21	Council passed Bylaw 2024-04 to repeal and replace the Designated Office Bylaw; this bylaw now reflects current practices.
Directive 3 – Members of Council	Council gave first reading to Bylaw 2024-005 on April 10, 2024 which specifies that the Village of Andrew will have 5 members of Council. Administration has been directed to gather input from the public prior to further readings being considered.
Directive 6 – Assessment Review Board	Council directed Administration to obtain assessment review board services from Capital Region Assessment Services Commission (CRASC). Bylaw updates and member appointments will be forthcoming.

Directive 7 – Review of 2023 Tax Rate Bylaw	Administration received a report from JMD Accounting on March 22, 2024 to determine over and under levies. This will be included in the 2024 Tax Rate Bylaw.
Directive 10 – Roles and Responsibilities	Administration has scheduled a Roles and Responsibilities Workshop with a Municipal Training Advisor for May 27, 2024.

Sincerely,

Barry Goertz *Kylie Rude*

Mayor Barry Goertz & Kylie Rude, CAO