

November 8, 2024

**Honourable Ric McIver**  
**Minister of Municipal Affairs**  
[minister.municipalaffairs@gov.ab.ca](mailto:minister.municipalaffairs@gov.ab.ca)  
[map@gov.ab.ca](mailto:map@gov.ab.ca)

**RE: November 2024 Update on Inspection Directives; MSD 008/24– Village of Andrew**

This letter is to provide the Village of Andrew's 2024 monthly update to Municipal Affairs in accordance with Directive 11 of Ministerial Order 008/24. Agendas, minutes, bylaws and policies passed over the past month are included as separate attachments including:

- October 9, 2024 Council Meeting Minutes
- October 30, 2024 Council Meeting Agenda
- October 30, 2024 Organizational Meeting Agenda
- Policy #007 Employment Policy
- Bylaw 2024-005 Number of Councillors Bylaw

ACTION / DIRECTIVE	PROGRESS
Directive 8 (A)	<ul style="list-style-type: none"> <li>➤ Policy #007 – Employment Policy</li> </ul> <p>*addresses human resources, job descriptions, employment contracts</p>
Directive 3	<ul style="list-style-type: none"> <li>➤ Bylaw 2024-005 – Number of Councillors Bylaw</li> </ul>

We expect that this will be our final report as we have completed all the directives ordered. Please do inform us if there is any additional information or action needed.

Furthermore, as we continue to address other legislative requirements, we wanted to inform you that the Village's 2023 audited financial statements will be presented to Council for approval during a Special Council meeting on November 28, 2024. This will then enable the Village to submit this overdue financial information to your Ministry as required.

Sincerely,

Barry Goertz

Kylie Rude

Mayor Barry Goertz & Kylie Rude, CAO