

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
March 3, 2014
Town of Irricana Council Chambers:
(Irricana Centennial Centre - 222 2nd Street)

ATTENDANCE

Mayor: Valerie Squires
Deputy Mayor: Dennis Tracz
Councillors: Lora Peterson - Absent with Notice
Kim Schmaltz, Laura Thiessen
Staff: Alvin Melton, CAO
Bob Payette, ACAO
Patty Malthouse - Recording Secretary

CALL TO ORDER

The meeting was called to order at 7:06 p.m.

AGENDA

- (i) Adopt Agenda
Councillor Schmaltz arrived at 7:07 pm.

58:14 Moved by Deputy Mayor Tracz to adopt the Agenda as presented.

CARRIED

PRESENTATIONS

- (i) None

MINUTES

- (i) Minutes of Regular Meeting of February 18, 2014

59:14 Moved by Deputy Mayor Tracz to accept the Minutes of the regular meeting of February 18, 2014 as presented.

CARRIED

60:14 Moved by Deputy Mayor Tracz to ensure that all non-procedural Motions relating to the conduct of Council meetings are captured in the follow-up/action & status with current status. When a Motion is considered completed and is recorded as such, it can be removed from the subsequent Agenda. This is to be in effect commencing March 17, 2014.

CARRIED

61:14 Moved by Councillor Schmaltz that administration provides Council with a quarterly report of all motions and their status.

CARRIED

COMMITTEE REPORTS

(i) CAO Report

CAO Melton provided Council with a written report.

62:14 Moved by Councillor Thiessen to direct administration to convey the nature of Complaints by infraction type and be consistent.

CARRIED

63:14 Moved by Councillor Schmaltz for him to be the Council representative on Boomtown Trail Committee and alternate will be Councillor Thiessen.

CARRIED

64:14 Moved by Deputy Mayor Tracz to request administration to investigate safety, lights and noise reduction regarding the railway crossings by the first Council meeting in May 2014.

CARRIED

(ii) CCR - Community Futures

Mayor Squires submitted a written report from the February 6, 2014 Community Futures Wild Rose meeting.

65:14 Moved by Deputy Mayor Tracz to include a presentation of the On It Marketing Strategy from CRP Calgary Regional Partnership on March 17, 2014.

CARRIED

(iii) CCR - Calgary Regional Partnership

Mayor Squires submitted a written report from the February 13, 2014 Calgary Regional Partnership/CMP Committee meeting.

(iv) CCR - Calgary Regional Partnership - Transportation

Mayor Squires submitted a written report from the February 6, 2014 Calgary Regional Partnership/Transportation & Mobility Committee meeting.

66:14 Moved by Councillor Thiessen to accept Committee Reports F-1 to F-4 as presented.

CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) Request for Decision (RFD) - Capital Budget Roads & Sidewalks

67:14 Moved by Councillor Schmaltz to allocate \$69,720.00 of Basic Municipal Transportation Grant (BMTG) funds for the capital project to resurface 2nd Street, between Madison Drive to the Stop & Go, to be completed in 2014.

CARRIED

- (ii) RFD - Borrowing Bylaw

68:14 Moved by Mayor Squires that Bylaw 3:2014 Borrowing Bylaw be read for a first time.

CARRIED

69:14 Moved by Mayor Squires that Bylaw 3:2014 Borrowing Bylaw be read for a second time.

CARRIED

70:14 Moved by Mayor Squires that Bylaw 3:2014 Borrowing Bylaw be given unanimous consent for a third and final reading.

CARRIED

71:14 Moved by Councillor Thiessen that Bylaw 3:2014 Borrowing Bylaw be read for a third and final time.

CARRIED

- (iii) RFD - Complaint Forms

72:14 Moved by Mayor Squires to accept as information.

CARRIED

73:14 Moved by Deputy Mayor Tracz to bring a sampling of Complaints to Council for the March 17, 2014 Council meeting.

CARRIED

COMMUNICATION / INFORMATION

(i) Accounts Payable

Cheque Manu0120 and 20131105 to 20131166, for a total of \$78,829.63.

(ii) Town Business Signs

Councillor Schmaltz provided a verbal report regarding signage along the entranceway into Town.

74:14 Moved by Councillor Schmaltz to have administration investigate options and Policy for Business signage by April 22, 2014.

CARRIED

(iii) 2013 Yearly Review

Town of Irricana's 2013 Annual Report.

(iv) Trailnet

Councillor Thiessen provided verbal information regarding contacting TrailNet to complete the trail system.

75:14 Moved by Councillor Thiessen to direct administration to contact TrailNet, Beiseker and the Beiseker Railway Museum, Pioneer Acres Museum and Rocky View County by April 7, 2014 to set up a meeting in regards to completing the trail between Irricana and Beiseker.

CARRIED

(v) Municipal Sustainability Plan

Councillor Thiessen, Councillor Schmaltz and Deputy Mayor Tracz volunteered to commit to updating the MSP.

76:14 Moved by Councillor Thiessen to direct administration to advertise for

volunteers to participate in updating of the Municipal Sustainability Plan (MSP) by March 17, 2014.

CARRIED

(vi) Complaint Policy

77:14 Moved by Councillor Thiessen to direct administration to investigate the creation of an online complaint form that can be submitted electronically through the Town's website by March 17, 2014.

CARRIED

78:14 Moved by Deputy Mayor Tracz to direct administration to advertise at a minimum on the Town's website the availability of submitting Complaint forms via email directly to irricana@irricana.com by March 17, 2014.

CARRIED

(vii) Drumheller Regional Solid Waste Management Association

CAO Melton reported on his discussions with Drumheller Regional Solid Waste Management regarding the costs for initial set up and waste pick up for Irricana.

(viii) Regional Collaboration Grant

Letter from Ken Hughes, Minister of Municipal Affairs, informing Mayor Squires that the Town of Irricana has been approved for a grant in the amount of \$30,000.00 in support of the 'Regional Assisted Transit Pilot' project.

79:14 Moved by Deputy Mayor Tracz to direct administration to contact Rocky View Handi Bus Association to present at Council providing further information on rates, eligibility and scheduling by March 17, 2014 to set a date.

CARRIED

(ix) Communities in Bloom

An invitation from Communities in Bloom Alberta to participate in the 2014 program.

80:14 Moved by Mayor Squires for Irricana to participate in the 2014 Communities in Bloom at a cost of \$200.00 plus lodging in the Competitive category.

CARRIED



(x) Strategic Planning Date & IdeaFest Information

81:14 Moved by Mayor Squires to set the date for Strategic Planning and IdeaFest information for April 5, 2014 at 11:00 am to 5:00 pm.

CARRIED

82:14 Moved by Councillor Thiessen to accept Communication/Information items I-1 to I-10 as presented.

CARRIED

FOLLOW-UP/ACTION & STATUS

- (i) 155:13 Moved by Councillor Taylor that Council supports the development of a multi-use athletic field in the school reserve and directs administration to provide further research into the expansion of the field into a regulation size field for soccer and football. (In-Progress)
- (ii) 217:13 Moved by Deputy Mayor Martin to add the BSEI cost over runs to 2nd Avenue to the Follow-up/Action & Status (In Progress)
- (iii) 245:13 Moved by Councillor Thiessen to approach Beiseker Town Council to make a presentation for a joint Canada Day Celebration. (In-Progress)
- (iv) 261:13 Moved by Mayor Squires to direct Administration to implement a freeze on non-essential expenditures over \$5,000.00 on the 2014 Budget effective January 1, 2014 to ensure that this Council has adequate oversight to ensure the operations for the 2014-2017 reflect an approved business plan by February 28, 2014. Further, the CAO will inform Council on essential service expenditures over \$5,000.00 within 24 hours. (In-Progress)
- (v) 262:13 Moved by Deputy Mayor Tracz to revise the emergency contacts to include all of council, update procedures and train staff and Council.(Waiting for Meeting)
- (vi) 264:13 Moved by Deputy Mayor Tracz to investigate the cost of the Town of Irricana sharing garbage services with the Village of Beiseker. (Complete)
- (vii) 23:14 Moved by Mayor Squires to merge the information from prior years and 2013 and 2014 Budgets together depicting variances over 5% by March 10, 2014. (Waiting for Meeting)
- (viii) 24:14 Moved by Councillor Thiessen to call a Special meeting to discuss the 2014 Budget on March 20, 2014 at 7:00 pm. (Waiting for Meeting)
- (ix) 25:14 Moved by Deputy Mayor Tracz for administration to develop options for a

staff recognition program by April 7, 2014. (Waiting for Meeting)

- (x) 37:14 Moved by Deputy Mayor Tracz to approve a Memorandum of Understanding (MOU) in principle pending clarification on revenue generation, Town of Irricana responsibilities and legal review, for the Irricana Volunteer Fire Fighters Association (IVFFA), Rocky View County and Town of Irricana to support an Irricana Volunteer Fire Fighters Association training area on the south east corner of SE 28-27-26 W4 by March 3, 2014. (Awaiting legal review)
- (xi) 49:14 Moved by Councillor Thiessen to have administration identify the steps required to create a Community Safety Committee in Irricana to initially focus on traffic safety issues and once established, define a vision and scope for the Committee and bring back to Council by March 17, 2014. (in-progress)

PUBLIC INPUT

- (i) Please fill in the question sheets with all information fields completed. Your questions will be answered by the appropriate person.

Mayor Squires called for a 7 minute recess at 9:23 pm.
Mayor Squires reconvened the meeting at 9:30 pm.

No questions were presented by the public.

IN CAMERA

- (i) Closed to Public

83:14 Moved by Mayor Squires to go in camera at 9:31 pm.

CARRIED

- (ii) Open to Public

84:14 Moved by Mayor Squires to reconvene to the public portion of the meeting at 10:00 pm.

CARRIED

85:14 Moved by Mayor Squires to extend the meeting.

CARRIED

- (iii) Closed to Public

86:14 Moved by Mayor Squires to go in camera at 10:08 pm.

CARRIED

- (iv) Open to Public

87:14 Moved by Mayor Squires to reconvene to the public portion of the meeting at 10:36 pm.

CARRIED

88:14 Moved by Councillor Thiessen to direct administration to gather the specific information that Council is looking for in regards to the land issue by March 17, 2014.

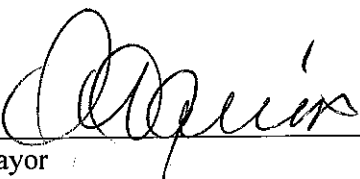
CARRIED

ADJOURN

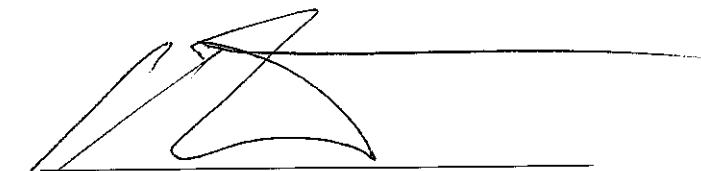
- (i) Adjournment

89:14 Moved by Mayor Squires to adjourn the meeting at 10:38 pm.

CARRIED



Mayor



Chief Administrative Officer