

**TOWN OF IRRICANA
AGENDA**

REGULAR MEETING OF COUNCIL

Date: 3rd Day of April 2018; Time: 7:00 P.M.

Location: Council Chambers; Irricana Centennial Centre; 222 – 2nd Street

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
- D. PRESENTATIONS**
 - 1. Michelle Toombs, CEO – Marigold System
 - 2. Zak Ormstrup, Tyco Security
- E. MINUTES**
 - 1. Minutes from Regular Council Meeting of March 19th, 2018
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. CAO
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - 1. RFD Rob Mantle Community Facilities Board Application
 - 2. RFD Bylaw Enforcement Bylaw
 - 3. RFD SW Development
 - 4. RFD Firefighters Appreciation Day
- J. COMMUNICATION / INFORMATION**
- K. FOLLOW-UP/ACTION & STATUS**
- L. PUBLIC INPUT**
 - 1. Please fill in the question sheets with all information fields completed.
Your questions will be answered by the appropriate person.
- M. IN CAMERA**
 - 1. Labour x2
 - 2. Legal x2

N. ADJOURN.

O. NEXT MEETING(S):

April , 2018 Regular Meeting of Council

1. RV Handibus committee 3rd Thursday in 2018
 - a) March 29 (AGM/Board Meeting)
 - b) April 19; May 17; June 21; July 19; August 16; September 20; October 18; November 15; December 20.
3. Irricana Library Board – 2nd Tuesday of every month
4. Rocky View Foundation last Wednesday every month except for summer

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
March 19, 2018
Town of Irricana Council Chambers:
(Irricana Centennial Centre – 222 – 2nd Street)

ATTENDANCE

Mayor: Frank Friesen
Deputy Mayor: Kim Schmaltz
Councillors: Jim Bryson, Ted Coffey, Tracy Shields
Staff: Tawnia Cardinale-Butler, Interim CAO

CALL TO ORDER

The meeting was called to order by Mayor Friesen at 7:01 pm

AGENDA

- (i) Adopt Agenda
Addition of: New Business Item I-2: Rec Centre
Addition of: Communication/Information Item J-4: Assessment of Farm Land

85:18 Moved by Councillor Coffey to adopt the Agenda as amended.
CARRIED

PRESENTATIONS

- (i) None

MINUTES

- (i) Minutes of the Public Hearing held March 5, 2018
86:18 Moved by Deputy Mayor Schmaltz to accept the Minutes of Public Hearing held March 5, 2018 as presented.
CARRIED

- (ii) Minutes of the Regular Meeting of Council of March 5, 2018

87:18 Moved by Councillor Bryson to accept the Minutes of the Regular Meeting of Council of March 5, 2018 as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

COMMITTEE REPORTS

- (i) CAO Report
Interim CAO presented Council with a written report.

88:18 Moved by Councillor Shields to accept CAO report as presented.
CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) RFD – Land Use Bylaw #07:2018
89:18 Moved by Councillor Coffey that Bylaw #07:2018, being a bylaw to regulate and control the use and development of lands and buildings within the Municipality to achieve orderly, efficient and economic development of land, consistent with the provisions of the Municipal Development Plan and other statutory plans, be read for a third time this 19th day of March, 2018.
CARRIED

- (ii) RFD – Rec Centre Renovations
90:18 Moved by Mayor Friesen to defer the Rec Complex Renovation reimbursement and request the Ag Society make a presentation to Council, by April 3, 2018.
CARRIED

91:18 Moved by Deputy Mayor Schmaltz to appoint Tracy Shields to the Facilities Advisory Board with Ted Coffey as the alternate.
CARRIED

COMMUNICATION/INFORMATION

- (i) Business License and Fees
- (ii) Stephenson Engineering – Community Hall Facility Lifecycle Assessment Report
- (iii) Accounts Payable – Cheque List
Accounts Payable cheque list #20133807 to #20133826 for a total of \$47,073.88.
- (iv) Assessment of Farm Land

92:18 Moved by Councillor Coffey to accept Communication / Information items
J-1 to J-2 as presented
CARRIED

FOLLOW-UP/ACTION & STATUS

PUBLIC INPUT

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

Mayor Friesen called for a 5 minute break at 7:30 pm
Mayor Friesen reconvened the meeting at 7:37 pm
Questions were presented to Council

IN-CAMERA

- (i) Closed to Public
93:18 Moved by Mayor Friesen to go in camera at 7:47 pm.
- (ii) Open to Public
94:18 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:40 pm.

95:18 Moved by Councillor Shields that the Town of Irricana enter in a Tax Agreement Payment Plan for property legally described as Plan 7910060, Block 16, Lot 48 (Roll 19600), with 36 equal monthly payments of \$172.12, as described in Schedule A of the Tax Payment Agreement. Payments not to exceed three years (36 months), as per the Municipal Government Act for Tax Recovery.

CARRIED

96:18 Moved by Councillor Coffey that the Town of Irricana enter into a Tax Agreement Payment Plan for property legally described as Plan 7911198, Block 19, Lot 12 (Roll 29400), with 36 equal monthly payments of \$270.89, as described in Schedule A of the Tax Payment Agreement, and other consideration. Payments not to exceed three years (36 months), as per the Municipal Government Act for Tax Recovery.

CARRIED

97:18 Moved by Mayor Friesen to proceed with Dillon Consulting for completion of the NE.

CARRIED

ADJOURN

- (i) Adjournment
98:18 Moved by Mayor Friesen to adjourn the meeting at 8:42 pm.

NEXT MEETING

April 3, 2018	Regular Council Meeting
3 rd Thursday of Month	RV Handibus Committee Meeting
2 nd Tuesday of Month	Irricana Library Board
Community Futures Wild Rose Meeting Dates: July 6, Sept 7, Oct 5, Nov 2 & Dec 7 th	
Rocky View Foundation – last Wednesday every month except for summer	

Mayor Frank Friesen

Interim Chief Administrative Officer



Chief Administrative Officer Report
Review of March 19th, 2018 to April 3, 2018

Public Works:

Water/Sewer:

Roadways/Sidewalks:

Garbage:

- Large Garbage Pickup on April 22nd (including paint, hazardous waste, tires, metals, construction waste, organics, clothing/toy donation)

Parks & Recreation:

- Approved for two STEP grants for summer students

Town Buildings:

Community Facilities:

- Community Facilities Board meeting April 10th at 7pm

Community Services

Development & Planning:

- MSI funding for the province was released and Irricana was approved for \$342,118 to allocate towards capital projects.
- Federal Gas Tax funding for the province was also released and Irricana was approved for \$67,067.

Economic Development & Tourism

FINANCE

Utilities:

- Balance outstanding as at March 29, 2018 = **\$69,475.44 (Arrears + Jan/Feb Billing currently o/s)**
- Due date for the Jan/Feb 2018 Utility Billing is March 31, 2018

Taxes:

- Balance outstanding as at March 15, 2018 = **\$230,376.20**
- April 1st Tax Penalty of 1% to be applied to all outstanding Tax Balances – Bylaw 006:2017
- Tax Notification: Tax Recovery Form A completed and mailed to Alberta Land Titles for registration of Tax Notification (properties over 2 years Arrears)

Property Assessments:

- The 2018 Property Assessments were mailed on Friday March 16, 2018.
- Deadline for Complaints – May 23, 2018 (Sec 284 (4))
- One Change / Compliant to reduce Assessment Value received and processed

- ATB Bank Balance as of March 29th, 2018

CURRENT ACCOUNTS			
Account Name	Number	Currency	Available Balance
Business Account	763-00930096124	CAD	\$411,234.39
SAVINGS ACCOUNTS		TOTAL	\$411,234.39
T Bill Savings Account (MSI)	763-00052891900	CAD	\$103,529.43
T Bill Savings Account (AMIP)	763-00136240202	CAD	\$0.00
T Bill Savings Account(BMTG)	763-00136240203	CAD	\$0.00
		TOTAL	\$103,529.43

Tawnia Cardinale - Butler
Acting CAO Town of Irricana

Motion Tracker

Resolution #	Description	Action Required	Due Date	Completion Date	Completed	Comments	Last Update
97:18	Dillon Consulting	to proceed with Dillon Consulting for completion of the NE	03-Apr-18				
96:18	Tax Agreement	that the Town of Irricana enter into a Tax Agreement Payment Plan for property legally described as Plan 7911198, Block 19, Lot 12, with 36 equal monthly payments of \$270.89, as described in Schedule A of the Tax Payment Agreement, and other considerations. Payments not to exceed three years (36 months), as per the Municipal Government Act for Tax Recovery.	31-Mar-18				
95:18	Tax Agreement	that the Town of Irricana enter into a Tax Agreement Payment Plan for property legally described as Plan 7910060, Block 16, Lot 48, with 36 equal monthly payments of \$172.12, as described in Schedule A of the Tax Payment Agreement. Payments not to exceed three years (36 months), as per the Municipal Government Act for Tax Recovery.	31-Mar-18				
91:18	Facilities Advisory Board	to appoint Tracy Shields to the Facilities Advisory Board with Ted Coffey as the alternate.	20-Mar-18	20/03/2018	Yes		
90:18	Rec Centre Renovations	to defer the Rec Complex Renovation reimbursement and request the Ag Society make a presentation to Council, by April 3, 2018.	03-Apr-18				
89:18	Land Use Bylaw 07:2018	that Bylaw 07:2018, being a bylaw to regulate and control the use and development of lands and buildings within the Municipality to achieve orderly, efficient and economic development of land, consistent with the provisions of the Municipal Development Plan and other statutory plans, be read for a third time this 19th day of March, 2018.	19-Mar-18	19/03/2018	Yes		
83:18	Development Officers	to appoint Jim Bryson and Ted Coffey as the Interim Development Officers	03-Apr-18				
82:18	Engineering Consultant	to direct administration to contact the Engineering Consultant for the NE Development	03-Apr-18			(no due date provided)	
74:18	Dedication to Volunteer Firefighters	to proceed with a dedication to the Irricana Volunteer Fire Fighters, with a plaque attached to an old fire hydrant to be located in Founder's Park on the established cement base.	01-May-18			(no due date provided)	
66:18	ISL Engineering and Land Services	to defer the Professional Services Proposal submitted by ISL Engineering and Land Services	03-Apr-18			(no due date provided)	
65:18	Marketing	to direct administration to contact the University of Calgary, Bow Valley College and any other marketing school, who may be interested in presenting to Council on marketing of the Town of Irricana, by April 2, 2018.	02-Apr-18				
64:18	ISL Engineering and Land Services	that Council discuss the SW Development Plan on April 3, 2018	03-Apr-18				

Motion Tracker

Resolution #	Description	Action Required	Due Date	Completion Date	Completed	Comments	Last Update
58:18	Tax Agreement	that the Town of Irricana enter into a Tax Agreement Payment Plan for property legally described as Plan 5087W, Block 10, Lots 19-20, with equal monthly payments as described in Schedule A, over a maximum three year period, as per the Municipal Government Act for Tax Recovery.	31-Mar-18		Yes		
343:17	CAO	for the Chief Administrative Officer (CAO) search to continue as instructed	31-Mar-18		No	(no due date provided)	
342:17	Internal Audit	to direct administration to continue with the Internal Audit and to have it presented to Council when completed	31-Mar-18		No	(open date)	
317:17	Land Use Bylaw #09:2017	to table the Land Use Bylaw and direct administration to host a public hearing upon receipt of required amendments from Dillon Consulting with the amended bylaw to be posted two weeks prior to the public hearing.	31-Mar-18		Yes		
260:17	Cenotaph	to direct administration to investigate the costs and operational concerns for installing and maintaining a camera to monitor activity around the Cenotaph and Public Works facility by August 14, 2017	31-Mar-18		No	(no due date provided)	