

**TOWN OF IRRICANA  
AGENDA**

**REGULAR MEETING OF COUNCIL**

**Date: February 19th, 2019 ; Time: 7:00 P.M.**

**Location: Council Chambers; Irricana Centennial Centre; 222 – 2<sup>nd</sup> Street**

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
- D. PRESENTATIONS**
  - 1)**
- E. MINUTES**
  - 1. Minutes from the Regular Council Meeting of February 4th, 2019
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
  - 1. CAO
- H. OLD BUSINESS**
  - RFD- Library Appointment**
  - RFD- Tax penalty procedures**
- I. NEW BUSINESS**
- 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. CLOSED SESSION**
  - 1-Labour**
- N. ADJOURN.**
- O. NEXT MEETING(S):**
  - Regular Council Meeting March 3rd, 2019

**TOWN OF IRRICANA**  
**Minutes of the Regular Meeting of Council held**  
**February 4, 2019**  
**Town of Irricana Council Chambers:**  
**(Irricana Centennial Centre: 222 – 2<sup>nd</sup> Street)**

**ATTENDANCE**

Mayor: Frank Friesen  
Deputy Mayor: Kim Schmaltz  
Councillors: Jim Bryson, Debbie Day, Tracy Shields  
CAO: Ted Coffey

**CALL TO ORDER**

The meeting was called to order by Mayor Friesen at 7:00 pm.

**AGENDA**

- (i) Adopt Agenda  
017:19 Moved by Councillor Day to adopt the Agenda as presented  
CARRIED

**PRESENTATIONS**

- (i) Kym Hackett – Business License Fee  
Ms. Hackett introduced her current Business, operating in Irricana, and requested the recent Business License fee increase to \$50.00 annually be re-evaluated by Council, in consideration of small struggling businesses.  
Presentation 7: 01 pm to 7:11 pm  
  
018:19 Moved by Mayor Friesen to allow for a split business license fee, payable to the Town in two payments of \$25.00 each, for Metaphysical Apprentice, as follows:  
\$25.00 payable in February 2019 and \$25.00 payable June 1, 2019.  
CARRIED

**MINUTES**

- (i) Minutes of the Regular Meeting of Council of January 21, 2019  
019:19 Moved by Councillor Bryson to accept the Minutes of the Regular Meeting of Council of January 21, 2019 as presented.  
CARRIED

**CORRESPONDENCE FROM PREVIOUS MEETING**

- (i) None

## **COMMITTEE REPORTS**

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

020:19 Moved by Councillor Bryson to accept CAO report as presented.  
CARRIED

## **OLD BUSINESS**

- (i) RFD – Tax Penalty: Roll #24000  
021:19 Moved by Councillor Shields to deny the request to waive the July 2018, August 2018 and September 2018 Tax penalties totaling \$587.73 for property legally described as Block 16, Lot 26, Plan 7911198, Roll #24000.  
RECORDED VOTE  
In Favour: Mayor Friesen, Councillor Day, Councillor Shields, Councillor Bryson  
Opposed: Deputy Mayor Schmaltz  
CARRIED

- (ii) RFD - Snow Clearing Policy  
022:19 Moved by Mayor Friesen to accept the Snow Clearing and Street Cleaning Policy as amended.  
CARRIED

023:19 Moved by Councillor Bryson to direct administration to investigate methods and manpower to ascertain if public works could reasonably clean all sidewalks in Irricana of snow and bring back to Council by June 17, 2019.  
CARRIED

## **NEW BUSINESS**

- (i) High Speed Internet  
024:19 Moved by Deputy Mayor Schmaltz to direct administration to investigate contacting Telus, as well as looking into a Grant, for acquiring high speed internet, and bring back to Council by March 4, 2019.  
CARRIED

## **COMMUNICATION/INFORMATION**

- (i) Community Services Board Minutes of the Meeting
- (ii) Ag Society Minutes from the January 22, 2019 Meeting.

025:19 Moved by Deputy Mayor Schmaltz to accept the Communication/Information items J-1 to J-2 as presented.  
CARRIED

## **FOLLOW-UP/ACTION & STATUS**

- (i) Motion Tracking

026:19 Moved by Councillor Bryson to accept the Follow-Up/Action & Status item K-1 as presented.  
CARRIED

## **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 7:50 pm  
Mayor Friesen reconvened the meeting at 7:56 pm  
Questions were presented to Council

## **CLOSED SESSION**

I, Mayor Friesen, move that Council go into Closed Session at 8:00 pm to discuss items of which disclosure may be harmful to the personal privacy of an employee as per Section 17(2) of the FOIP Act.

- (i) Closed to Public  
027:19 Moved by Mayor Friesen to go into closed session at 8:02 pm.
  
- (ii) Open to Public  
028:19 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:30 pm.

## **ADJOURN**

- (i) Adjournment  
029:19 Moved by Mayor Friesen to adjourn the meeting at 8:31 pm.

**NEXT MEETING**

February 19, 2019

Regular Council Meeting

3<sup>rd</sup> Thursday of Month

RV Handibus Committee Meeting

2<sup>nd</sup> Tuesday of Month

Irricana Library Board

Community Futures Wild Rose Meeting Dates: July 6, Sept 7, Oct 5, Nov 2 & Dec 7<sup>th</sup>

Rocky View Foundation – last Wednesday every month except for summer

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Mayor Frank Friesen

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Ted Coffey  
Chief Administrative Officer

Unedited and Not Approved



**Chief Administrative Officer Report**  
**Review of February 4th, 2019 to February 19th, 2019**

**Public Works:**

- 1<sup>st</sup> Avenue signs placed at curve by Franks Autobody, at lane ends of two properties for Fire/EMT/RCMP.  
Signs are on temporary supports until poles can be installed in spring.

**Water/Sewer:**

**Roadways/Sidewalks:**

**Garbage:**

**Parks & Recreation:**

**Community Facilities:**

**Community Services**

**Economic Development & Tourism**

**FINANCE**

**Utilities:**

Outstanding Balance = **\$48,415.99** (Arrears)

Overdue Letters will be completed and sent at the end of February (as per Bylaw 04:2016)

Consumption Reads for the Jan/Feb Billing Cycle to be completed at the end of February by Public Works and

Utility Billings are anticipated to be in the mail 1<sup>st</sup> week of March

**Taxes:**

Outstanding Balance = **\$192,189.16** (Arrears of one and two years)

Arrears Letters and Tax Recovery pending Notifications have been sent to property owners (in January)

Tax Auction of property scheduled for Feb 23, 2019 is Cancelled – full payment of Arrears received.

**Property Assessments:**

The Assessment Files from Wild Rose Assessment and Alberta Municipal Affairs (for the Linear properties) have been received, uploaded and balanced.

2019 Property Assessment Notices are anticipated to be in the mail by the end of February

A Bulk Mail Out will be provided two weeks after mailing to assist in notifying property owners

<b>CURRENT ACCOUNTS</b>			
<b>Account Name</b>	<b>Number</b>	<b>Currency</b>	<b>Available Balance</b>
Business Account		<b>CAD</b>	\$270,639.15
<b>SAVINGS ACCOUNTS</b>			<b>TOTAL</b>
T Bill Savings Account (MSI)		<b>CAD</b>	\$304,888.84
T Bill Savings Account (AMIP)		<b>CAD</b>	\$0.00
T Bill Savings Account(BMTG)		<b>CAD</b>	\$119,795.35
			<b>TOTAL</b>
			<b>\$424,684.19</b>

**Ted Coffey**

CAO Irricana

# The Town of Irricana Library Board

Appendix 200-M

## **Request for Decision**

**To: CAO**

**From: Papari Borthakur**

**Date: Tuesday, February 19, 2019**

**Subject: Appointment of trustee to Irricana Library Board**

**For decision by: Town of Irricana Council**

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### **KEY ISSUES AND BACKGROUND:**

Annette Culp, Library trustee, term on the town of Irricana Library Board is expiring in 2019. The Library Board kindly requests that Annette Culp be reappointed to the Board for a three year term expiring in 2022

### **BENEFITS:**

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### **DISADVANTAGES:**

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# The Town of Irricana Library Board

## **IMPLICATIONS ON FINANCES:**

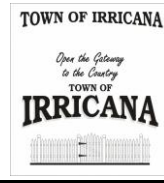
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## **RECOMMENDATION:**

1) To approve Annette Culp as Library Trustee to the Irricana and Rural Library Board for a three year term expiring in 2021
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## **Attachments:**





# Request for Decision

**To: Mayor Friesen and Council**

**From: Ted Coffey CAO**

**Date: February 19<sup>th</sup>, 2019**

**Subject: Tax penalty procedures**

**DECISION:** To change procedure for tax penalty requests

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**CORRELATION TO STRATEGIC PLAN OR POLICY:** MSP MDP  
LUB By-law Policy Section

Other:

## **KEY ISSUES AND BACKGROUND:**

Residents are requesting tax penalty waivers. CAO and Administration has developed new measures to prevent complaints about non-notification. Administration would like permission to deal with requests without taking them to Council.

## **BENEFITS:**

Council is not inundated with requests.

## **DISADVANTAGES:**

Penalty in place to encourage prompt payment. Waiving penalty sends wrong message.

## **ALTERNATIVES:**

none

**IMPLICATION ON FINANCES:**

none

**RECOMMENDATION:**

Council to move to allow CAO to deal with requests immediately, without reference to Council.

**RECOMMENDED MOTION:**

Motion to allow CAO to deal directly with any Tax Penalty Waiver request.