

**TOWN OF IRRICANA
AGENDA**

REGULAR MEETING OF COUNCIL

Date: March 18th, 2019 ; Time: 7:00 P.M.

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

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
- D. PRESENTATIONS**
- E. MINUTES**
 - 1. Minutes from the Regular Council Meeting of March 4th, 2019
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. CAO
- H. OLD BUSINESS**
 - RFD- Tax penalty**
- I. NEW BUSINESS**
- J. COMMUNICATION / INFORMATION**
 - 1. Cheque Listing
- K. FOLLOW-UP/ACTION & STATUS**
 - 1. Motion Tracker
- 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 x Labour**
- N. ADJOURN.**
- O. NEXT MEETING(S):**
 - Regular Council Meeting March 18th, 2019

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
March 4, 2019
Town of Irricana Council Chambers:
(Irricana Centennial Centre: 222 – 2nd 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
Addition of Communication/Information Item J-1: Cheque Listing
Addition of Communication/Information Item J-2: Historical Society
Addition of Follow-Up/Action & Status Item K-1: Motion Tracker

40:19 Moved by Councillor Shields to adopt the Agenda as amended.
CARRIED

PRESENTATIONS

- (i) Martin Shields – MP
Martin Shields MP represents the riding of Bow River in the House of Commons of Canada. Constituency Offices are located in Brooks and Strathmore.
Presentation: 7:03 pm to 7:26 pm
Mr. Shields left the meeting at 7:26 pm

MINUTES

- (i) Minutes of the Regular Meeting of Council of February 19, 2019
41:19 Moved by Councillor Day to accept the Minutes of the Regular Meeting of Council of February 19, 2019 as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) CAO Report
CAO presented Council with a written report.
42:19 Moved by Deputy Mayor Schmaltz to accept CAO report as presented.
CARRIED

OLD BUSINESS

NEW BUSINESS

- (i) Report from Municipal Affairs
CAO, Ted Coffey, provided a Summary of the initial Municipal Accountability Review Report, which identifies legislative gaps for Irricana. Of the 71 items reviewed, 33 were found to be non-compliant.
- (ii) G3 Meeting Update
Councillor Day provided a Report on a G3 Meeting she recently attended, which outlined a proposed development north of Irricana.

COMMUNICATION/INFORMATION

- (i) Cheque Listing
Cheque Listing for the period March 1, 2019 to March 4, 2019 totaling \$34,425.66.
- (ii) Historical Society
Deputy Mayor Schmaltz provided an update from the Historical Society.

43:19 Moved by Councillor Bryson to accept Communication/Information items J-1 and J-2 as presented.
CARRIED

FOLLOW-UP/ACTION & STATUS

- (i) Motion Tracking
Tabled to the March 18, 2018 Regular Council meeting.

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 7:40 pm
Mayor Friesen reconvened the meeting at 7:46 pm

Councillor Day expressed her apologies for a statement made during Martin Shields MP Presentation
Questions were presented to Council

CLOSED SESSION

I, Mayor Friesen, move that Council go into Closed Session at 7:55 pm to discuss items of which disclosure may be harmful to the personal privacy of an employee as per Section 17(2) for Legal; and which disclosure may be harmful to the business interests of a third party (Section 16(1) for Land; of the FOIP Act.

- (i) Closed to Public
44:19 Moved by Mayor Friesen to go into closed session at 7:55 pm

- (ii) Open to Public
45:19 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:30 pm.

46:19 Moved by Mayor Friesen to split the Invoice cost.
CARRIED

ADJOURN

- (i) Adjournment
47:19 Moved by Mayor Friesen to adjourn the meeting at 8:31 pm.

NEXT MEETING

March 18, 2019 Regular Council Meeting
3rd Thursday of Month RV Handibus Committee Meeting
2nd Tuesday of Month Irricana Library Board
Community Futures Wild Rose Meeting Dates: July 6, Sept 7, Oct 5, Nov 2 & Dec 7th
Rocky View Foundation – last Wednesday every month except for summer

Mayor Frank Friesen

Ted Coffey
Chief Administrative Officer



Chief Administrative Officer Report
Review of March 4th, 2019 to March 18th, 2019

Public Works:

Water/Sewer:

Roadways/Sidewalks:

Garbage: Courtesy pickup of WM bins rec center and Hall. Still resolving “Mystery Bin”.

Parks & Recreation: Stepchildren limited to 2 for 2019.

Community Facilities:

Quote for Community Hall washroom upgrades.

Community Services

Economic Development & Tourism

Environment Canada scouting Doppler weather radar location at Irricana.

FINANCE

Utilities:

Outstanding Balance = **\$117,865.00**

Due Date for Jan/Feb Billing is March 31, 2019

Reminder of Utility Bills included in the Bulk Mail Out for Property Assessment Notices

Taxes:

Outstanding Balance = **\$139,663.00** (Arrears of one and two years)

Reminder Letters of Outstanding Balances were prepared and mailed March 18, 2019

Property Assessments:

A Bulk Mail Out advising Residents & Businesses of Assessment Notices to Post Office - March 18, 2019

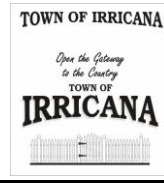
Notification of Assessments has been posted to Town Website; Town Portable Signs; Rocky View Weekly.

Listing of Assessments available: at the Town Office and Town Website.

CURRENT ACCOUNTS			
Account Name	Number	Currency	Available Balance
Business Account		CAD	\$182,463.14
SAVINGS ACCOUNTS			TOTAL
T Bill Savings Account (MSI)		CAD	\$305,374.97
T Bill Savings Account (AMIP)		CAD	\$0.00
T Bill Savings Account(BMTG)		CAD	\$119,847.41
		TOTAL	\$425222.38

Ted Coffey

CAO Irricana



Request for Decision

To: Mayor Friesen and Council

From: Ted Coffey CAO

Date: February 19th, 2019

Subject: Tax penalty procedures

DECISION: To change procedure for tax penalty requests

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.

Motion Tracker

Resolution #	Description	Action Required	Due Date	Completion Date	Completed	Comments	Last Update
034:19	Tax Penalty Procedure	to direct administration as per RFD on tax penalty procedures, to provide an outline to Council on the tax penalty collection procedures by March 4, 2019	18-Mar-19			Tabled	
024:19	High Speed Internet	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	04-Mar-19				
023:19	Snow Clearing	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	17-Jun-19				
018:19	Business License Fee	to allow for a split business license fee, payable to the Town in two payments for \$25.00 each, for Metaphysical Apprentice, as follows: \$25.00 payable in Feb 2019 and \$25.00 payable June 1/19	01-Jun-19				
015:19		to direct the CAO to follow instructions provided by Council	19-Feb-19				
246:18	Donation Fund	that Council review the Donation Fund at the first Council Meeting in February 2019	17-Jun-19		No		
114:18	Animal Control	to direct administration to contact alternative options for animal control	15-Apr-19		No		
113:18	Bylaws and Policies	to direct administration to pull the top five Bylaws and Policies as well as gather recommendations to send to Council for Committee of the Whole meeting.	13-May-19		No	COW Meeting scheduled for May 13, 2019	
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.	18-Mar-19				