

**TOWN OF IRRICANA
AGENDA**

REGULAR MEETING OF COUNCIL

Date: March 4th, 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**
 - Martin Shields MP**
- E. MINUTES**
 - 1. Minutes from the Regular Council Meeting of February 19th, 2019
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. CAO
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - Report from Municipal Affairs
 - G3 meeting update
- 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 x Legal**
 - 1 x Land**
- N. ADJOURN.**
- O. NEXT MEETING(S):**
 - Regular Council Meeting March 18th, 2019

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
February 19, 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: RCMP Liaison
Addition of Communication/Information Item J-2: Cheque Listing
Addition of Closed Session Item M-2: Legal
- 030:19 Moved by Councillor Shields to adopt the Agenda as amended.
CARRIED

PRESENTATIONS

None

MINUTES

- (i) Minutes of the Regular Meeting of Council of February 4, 2019
031:19 Moved by Councillor Day to accept the Minutes of the Regular Meeting of Council of February 4, 2019 as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

None

COMMITTEE REPORTS

- (i) CAO Report
CAO presented Council with a written report.
032:19 Moved by Councillor Bryson to accept CAO report as presented.
CARRIED

OLD BUSINESS

NEW BUSINESS

- (i) RFD – Irricana Library Board Appointment
033:19 Moved by Mayor Friesen to approve Annette Culp as Library Trustee to the Irricana and Rural Library Board for a three year term, expiring in 2022.
CARRIED

- (ii) RFD – Tax Penalty Procedures
034:19 Moved by Mayor Friesen 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.
CARRIED

COMMUNICATION/INFORMATION

- (i) Cheque Listing

035:19 Moved by Councillor Bryson to accept Communication/Information item J-1 as presented.
CARRIED

- (ii) RCMP Liaison
Councillor Shields provided a verbal presentation on some recent events happening around Town, with regard to crime, and a recommendation for the creation of an RCMP Liaison.

036:19 Moved by Deputy Mayor Schmaltz to appoint Tracy Shields as the Primary RCMP Liaison and Councillor Bryson as Secondary, and to update the Town of Irricana's media sites with the RCMP non-emergency phone number: (403) 947-3496.
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 7:38 pm
Questions were presented to Council

CLOSED SESSION

I, Mayor Friesen, move that Council go into Closed Session at 7:45 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
037:19 Moved by Mayor Friesen to go into closed session at 7:45 pm
- (ii) Open to Public
038:19 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:27 pm

ADJOURN

- (i) Adjournment
039:19 Moved by Mayor Friesen to adjourn the meeting at 8:27 pm

NEXT MEETING

March 4, 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 February 19th, 2019 to March 4th, 2019

Public Works:

Water/Sewer:

Roadways/Sidewalks:

Garbage:

Parks & Recreation:

Community Facilities:

Community Services

Economic Development & Tourism

FINANCE

Utilities:

Outstanding Balance = **\$41,710.00** (Arrears)

Overdue Letters will be completed and sent with the Jan/Feb Bills.

Jan/Feb Utility Billings to be mailed by the end of the week – Public Works is just finishing up with the last few Reads in order to upload the information into the Billing Software.

Taxes:

Outstanding Balance = **\$151,477.00** (Arrears of one and two years)

Reminder Letters of Outstanding Balances were prepared and mailed in Feb.

Property Assessments:

2019 Property Assessment Notices were mailed on March 1, 2019.

The 60 day Appeal Period Deadline is May 8, 2019. (There is a mailing allowance of 7 days).

Assessment Information Sheet was also included with the Assessment Notices.

A Bulk Mail Out will be done in two weeks to assist in notifying property owners.

Notification of Assessments will be posted: Town Website; Town Portable Signs; Rocky View Weekly.

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

CURRENT ACCOUNTS			
Account Name	Number	Currency	Available Balance
Business Account		CAD	\$230,393.68
SAVINGS ACCOUNTS			TOTAL
			\$230,393.68
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

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	04-Mar-19				
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				