

**TOWN OF IRRICANA
AGENDA**

REGULAR MEETING OF COUNCIL

Date: 17th Day of September 2018; Time: 7:00 P.M.

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

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
 - 1. Mayors message
- D. PRESENTATIONS**
 - 1. Nathan Cooper MLA
- E. MINUTES**
 - 1. Minutes of September 4th Council meeting
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. CAO Report
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - 1. RFD – Volunteer Application EDTC
 - 2. RFD – Volunteer Application Community Services Board
 - 3. RFD – Volunteer Application Community Services Board
- J. COMMUNICATION / INFORMATION**
- K. FOLLOW-UP/ACTION & STATUS**
 - 1. Motion Tracking
- 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. Legal x 1
- N. ADJOURN.**

O. NEXT MEETING(S):

1. Regular Meeting of Council September 4th, September 17th
2. RV Handibus committee 3rd Thursday in 2018 June 21; July 19; August 16; September 20; October 18; November 15; Dec 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
September 4, 2018
Town of Irricana Council Chambers:
(Irricana Centennial Centre – 222 – 2nd Street)

ATTENDANCE

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

CALL TO ORDER

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

- (i) Swearing in of new Councillor
Chief Administrative Officer Ted Coffey administered the Oath of Office of Councillor to Debbie Day.

AGENDA

- (i) Adopt Agenda
Addition of Minutes Item E-1: Council Minutes of August 13, 2018
Addition of New Business Item I-2: Historical Committee Request

242:18 Moved by Councillor Bryson to adopt the Agenda as amended.
CARRIED

PRESENTATIONS

MINUTES

- (i) Minutes of the Regular Meeting of Council of August 13, 2018
243:18 Moved by Deputy Mayor Schmaltz to accept the Minutes of the Regular Meeting of Council of August 13, 2018 as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

Investigation into Mural Complaint
CAO Ted Coffey provided Council with an update on the proposed steps to be taken to provide a solution for the Mural attached to the building at 213 – 2nd Street.

COMMITTEE REPORTS

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

244:18 Moved by Councillor Day to accept CAO report as presented.
CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) RFD – Schedule of Uses Policy
245:18 Moved by Mayor Friesen to amend the Schedule of Uses Policy to include Retail Cannabis to the Central Business District Permitted uses.
CARRIED
- (ii) Storage for Historical Committee items
Verbal request presented to Council by Deputy Mayor Schmaltz.

COMMUNICATION/INFORMATION

FOLLOW-UP/ACTION & STATUS

- (i) Donation Fund from various sources now stands at \$2,754.87
246:18 Moved by Deputy Mayor Schmaltz that Council review the Donation Fund at the first Council Meeting in February 2019.
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 7:23 pm
Mayor Friesen reconvened the meeting at 7:31 pm
Questions were presented to Council

CLOSED SESSION

- (i) Closed to Public
247:18 Moved by Mayor Friesen to go into closed session at 7:50 pm

- (ii) Open to Public
248:18 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:36 pm.

ADJOURN

- (i) Adjournment
249:18 Moved by Mayor Friesen to adjourn the meeting at 8:37 pm.

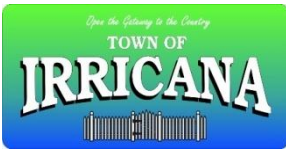
NEXT MEETING

September 17, 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 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 September 4th, 2018 to September 17, 2018

Public Works:

PW have winterized the splashpark. Pw also checking daily on campground water to avoid freeze-up.

Water/Sewer:

Water leak found on private residence on Gib Bell. Water shut down while homeowner repairs line.

Roadways/Sidewalks:

Garbage:

Parks & Recreation:

Town Buildings:

Work is almost finished in PW Building. Mostly organizing parts and storage. Ardtco to quote on epoxy painting campground washroom floors after season over.

Community Facilities:

Community Services

Sale of land to Blair Allen and Sons proceeding, snags with Alberta Transportation. NE Area Structure Plan undergoing revision, Public hearing for Monday October 1st, 2018 being advertised in Rockyview weekly, second reading to follow Public meeting.

Economic Development & Tourism

FINANCE

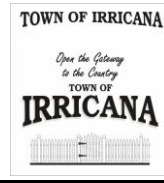
Utilities:

- Utilities Outstanding as of September 14, 2018 = **\$93,423.03**
- July/August Bills were mailed Sept 7th and payments are due by Sept 30, 2018.

Taxes:

- Taxes Outstanding as of September 14, 2018 = **\$269,012.49** (Includes: Current Levies, Arrears & Penalties)
- Next Penalty is October 1st at 1% of total outstanding taxes (Bylaw 006:2017)

CURRENT ACCOUNTS			
Account Name	Number	Currency	Available Balance
Business Account		CAD	\$765,927.84
SAVINGS ACCOUNTS			TOTAL
T Bill Savings Account (MSI)		CAD	\$499,008.19
T Bill Savings Account (AMIP)		CAD	\$0.00
T Bill Savings Account(BMTG)		CAD	\$119,427.94
		TOTAL	\$618,436.13



Request for Decision

To: Mayor Friesen and Council

From: Tawnia Butler

Date: September 17th, 2018

Subject: Volunteer Application

CORRELATION TO STRATEGIC PLAN OR POLICY: Economic Development and Tourism Committee

KEY ISSUES AND BACKGROUND:

Duncan Smith has submitted his application to become a new member of the board to represent Town residents and promote Tourism within our Town.

BENEFITS:

1. Increased attendance at board meetings
2. May assist in generating more volunteers
3. Better represent the needs of the Town

DISADVANTAGES:

N/A

ALTERNATIVES:

1. Don't approve proposed RFD

IMPLICATION ON FINANCES:

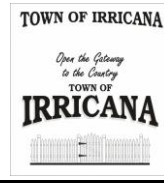
N/A

RECOMMENDATION:

For Council to make motion to approve Duncan's application

RECOMMENDED MOTION:

For Council to make motion to approve Duncan's application



Request for Decision

To: Mayor Friesen and Council

From: Tawnia Butler

Date: September 17th, 2018

Subject: Volunteer Application

CORRELATION TO STRATEGIC PLAN OR POLICY: Community Services Board Bylaw 2.1 (c)

KEY ISSUES AND BACKGROUND:

Jennifer Green has submitted her application to become a new member of the board to represent Town residents and promote programs at the community level.

BENEFITS:

1. Increased attendance at board meetings
2. May assist in generating more volunteers
3. Better represent the needs of the Town

DISADVANTAGES:

N/A

ALTERNATIVES:

1. Don't approve proposed RFD

IMPLICATION ON FINANCES:

N/A

RECOMMENDATION:

For Council to make motion to approve Jennifer's application

RECOMMENDED MOTION:

For Council to make motion to approve Jennifer's application



Request for Decision

To: Mayor Friesen and Council

From: Tawnia Butler

Date: September 17th, 2018

Subject: Volunteer Application

CORRELATION TO STRATEGIC PLAN OR POLICY: Community Services Board Bylaw 2.1 (c)

KEY ISSUES AND BACKGROUND:

Maria Slade has submitted her application to become a new member of the board to represent Town residents and promote programs at the community level.

BENEFITS:

1. Increased attendance at board meetings
2. May assist in generating more volunteers
3. Better represent the needs of the Town

DISADVANTAGES:

N/A

ALTERNATIVES:

1. Don't approve proposed RFD

IMPLICATION ON FINANCES:

N/A

RECOMMENDATION:

For Council to make motion to approve Maria's application

RECOMMENDED MOTION:

For Council to make motion to approve Maria's application

Motion Tracker

Resolution #	Description	Action Required	Due Date	Completion Date	Completed	Comments	Last Update
246:18	Donation Fund	that Council review the Donation Fund at the first Council Meeting in February 2019	04-Feb-19		No		
245:18	Schedule of Uses	to amend the Schedule of Uses Policy to include Retail Cannabis to the Central Business District Permitted uses.	17-Sep-18		No		
194:18	Bylaw 14:2018	being a bylaw of the Town of Irricana in the Province of Alberta for the purpose of adopting the Irricana NE Industrial Area Structure Plan, be read for a first time this 4th day of June 2018	30-Sep-18		No	(no due date provided) Pending Public Hearing Pending 2nd & 3rd Reading	
114:18	In-Camera Motion	to direct administration to contact alternative options for animal control	30-Sep-18		No	(no due date provided)	
113:18	In-Camera Motion	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.	30-Sep-18		No	(no due date provided)	
112:18	In-Camera Motion	to direct administration to discuss options with legal counsel	30-Sep-18		No	(no due date provided)	
111:18	In-Camera Motion	to direct administration to investigate communication about rent from 2015	30-Sep-18		No	(no due date provided)	
108:18	Municipal Address	to direct administration to follow up with ISL Engineering to provide a quote on creating a municipal address for the NE Development, as well as exploring other avenues	30-Sep-18		No	(no due date provided)	
106:18	ISL Engineering contract	to table the ISL Engineering contract proposal until after the Budget has been reviewed.	30-Sep-18		No		
82:18	Engineering Consultant	to direct administration to contact the Engineering Consultant for the NE Development	30-Sep-18		No	(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.	30-Sep-18		No	(no due date provided)	
66:18	ISL Engineering and Land Services	to defer the Professional Services Proposal submitted by ISL Engineering and Land Services	30-Sep-18		No	(no due date provided)	