

**TOWN OF IRRICANA  
AGENDA**

**SPECIAL MEETING OF COUNCIL**

**Date: 25th Day of June 2018; 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**
- E. MINUTES**
  - Minutes from Regular Council Meeting of June 18<sup>th</sup>, 2018
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
- H. OLD BUSINESS**
- **NEW BUSINESS**
  - **RFD Procedural Bylaw amendment**
  - **RFD Large Garbage pickup fee**
- 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**
- N. ADJOURN.**
- O. NEXT MEETING(S):**

Regular Meeting of Council July 16, August 13

- RV Handibus committee 3<sup>rd</sup> Thursday in 2018
  - June 21; July 19; August 16; September 20; October 18: November 15; December 20.
- 3. Irricana Library Board – 2<sup>nd</sup> 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**  
**June 18, 2018**  
**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, 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-2 - Taxes

198:18 Moved by Councillor Bryson to adopt the Agenda as amended.  
CARRIED

**PRESENTATIONS**

**MINUTES**

- (i) Minutes of the Regular Meeting of Council of June 4, 2018

199:18 Moved by Councillor Shields to accept the Minutes of the Regular Meeting of Council of June 4, 2018 as presented.  
CARRIED

**CORRESPONDENCE FROM PREVIOUS MEETING**

**COMMITTEE REPORTS**

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

200:18 Moved by Deputy Mayor Schmaltz to accept CAO report as presented.  
CARRIED

**OLD BUSINESS**

- (i) None

**NEW BUSINESS**

- (i) RFD – By-Election and Advance Poll  
201:18 Moved by Mayor Friesen to set a By-Election date of August 16, 2018 for one Councillor seat.

CARRIED

202:18 Moved by Deputy Mayor Schmaltz to set the date for an Advanced Poll on August 8, 2018, between the hours of 10:00 am to 8:00 pm.

CARRIED

- (ii) RFD – Public Participation Policy  
203:18 Moved by Councillor Bryson to adopt the Public Participation Policy as presented.

CARRIED

- (iii) Minimum Tax – Amasco Construction  
204:18 Moved by Councillor Bryson to approve an exemption of the 2018 minimum tax levy for the following legal descriptions, for properties of Amasco Construction, and apply the 2018 Municipal Tax Levy only:

37-15-0913421	23-2-0913421
36-15-0913421	22-2-0913421
35-15-0913421	21-2-0913421
34-15-0913421	20-2-0913421
33-15-0913421	19-2-0913421
32-15-0913421	18-2-0913421
31-15-0913421	17-2-0913421
30-15-0913421	16-2-0913421
29-15-0913421	15-2-0913421
28-15-0913421	14-2-0913421
27-15-0913421	13-2-0913421
26-15-0913421	12-2-0913421
25-15-0913421	11-2-0913421
24-15-0913421	10-2-0913421
23-15-0913421	9-2-0913421
22-15-0913421	8-2-0913421
21-15-0913421	7-2-0913421
20-15-0913421	6-2-0913421
19-15-0913421	5-2-0913421
18-15-0913421	4-2-0913421
17-15-0913421	3-2-0913421
26-2-0913421	2-2-0913421
25-2-0913421	1-2-0913421

CARRIED

- (iv) Sunburn Policy #3.6  
205:18 Moved by Councillor Shields to adopt the Employee Sunburn Avoidance Policy 3.6 as amended.  
CARRIED
- (v) Cellphone Policy  
206:18 Moved by Councillor Bryson to adopt the Cell Phone Access and Usage Policy as presented.  
CARRIED
- (vi) Signing Authority  
207:18 Moved by Mayor Friesen to authorize Ted Coffey as a Town of Irricana signing authority/officer.  
CARRIED

### **COMMUNICATION/INFORMATION**

- (i) Cheque listing 20133931 – 20133955 totalling \$96,533.37 including GST  
  
208:18 Moved by Deputy Mayor Schmaltz to accept the Cheque Listing as presented  
CARRIED
- (ii) Undeveloped Land - Taxes

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

Motion Tracker

### **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 7:24 pm  
Mayor Friesen reconvened the meeting at 7:30 pm.  
Questions were presented to Council

### **CLOSED SESSION**

- (i) Closed to Public  
209:18 Moved by Mayor Friesen to go into closed session at 7:41 pm.

- (ii) Open to Public  
210:18 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:18 pm.

**ADJOURN**

- (i) Adjournment  
211:18 Moved by Councillor Shields to adjourn the meeting at 8:19 pm.

**NEXT MEETING**

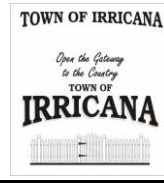
July 16, 2018                      Regular Council Meeting  
3<sup>rd</sup> Thursday of Month        RV Handibus Committee Meeting  
2<sup>nd</sup> Tuesday of Month        Irricana Library Board  
Community Futures Wild Rose Meeting Dates: July 6, Sept 7, Oct 5, Nov 2 & Dec 7<sup>th</sup>  
Rocky View Foundation – last Wednesday every month except for summer

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Mayor Frank Friesen

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Ted Coffey  
Chief Administrative Officer



# **Request for Decision**

**To: Mayor Frank Friesen and Council**

**From: Ted Coffey CAO**

**Date: June 25, 2018**

**Subject: Amend Procedural Bylaw 02:2018**

**DECISION:** To correct a typographical error in a recent bylaw.

## **CORRELATION TO STRATEGIC PLAN OR POLICY:**

## **KEY ISSUES AND BACKGROUND:**

Procedural Bylaw 02:2018 was given third reading on the 5<sup>th</sup> of February, 2018. The bylaw rescinded the previous Procedural Bylaw which was 08:2016.

The bylaw number was incorrectly listed as Bylaw 06:2016, rather than the correct 08:2016.

Although it may seem minor, Council accidentally rescinded a different Bylaw, the one which establishes the position of Chief Administrative Officer.

## **BENEFITS:**

Getting our act together.

**DISADVANTAGES:**

None

**ALTERNATIVES:**

1. Leave the CAO Bylaw 06:2016 rescinded.
2. Amend the incorrect Bylaw 02:2018 by 1<sup>st</sup> and 2<sup>nd</sup> reading, 187(4) motion, then 3<sup>rd</sup> reading.

**IMPLICATION ON FINANCES:**

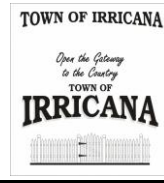
none

**RECOMMENDATION:**

Administration recommends accepting Alternative #2 above.

**RECOMMENDED MOTION:**





# **Request for Decision**

**To: Mayor Frank Friesen and Council**

**From: Ted Coffey CAO**

**Date: June 25, 2018**

**Subject: Large garbage pickup fee**

**DECISION:** To remove the \$ 3.37 fee on residential utility bills

**CORRELATION TO STRATEGIC PLAN OR POLICY:** None

## **KEY ISSUES AND BACKGROUND:**

The fee was added to the utility bills to help offset the cost of large garbage pick-up while the transfer site was closed to residents of Irricana.

In that the transfer site is now open to residents, there will be no more large pick-ups scheduled. It would seem reasonable to not charge residents for a service we will not supply.

## **BENEFITS:**

Residents are not being unfairly subjected to pay money to the Town.

**DISADVANTAGES:**

None

**ALTERNATIVES:**

1. Leave the fee in place.
2. Eliminate the fee by motion.

**IMPLICATION ON FINANCES:**

None

**RECOMMENDATION:**

Administration recommends accepting Alternative #2 above.

**RECOMMENDED MOTION:**

To remove the \$ 3.37 large garbage fee from Town utility bills.