

**TOWN OF IRRICANA**  
**Minutes of the Organizational Meeting of Council held**  
**September 21, 2020**  
**Town of Irricana Community Hall**

**ATTENDANCE**

Frank Friesen, Jim Bryson  
Tracy Shields, Debbie Day, Kim Schmaltz  
Ted Coffey, CAO

**CALL TO ORDER**

The Organizational Meeting of September 21, 2020 was called to order at 6:00 pm.

**OATH OF OFFICE**

Council sworn in on October 2017 and Debbie Day sworn in on September 4, 2018

**NOMINATIONS AND ELECTIONS**

**Call for Nominations for the Office of Mayor**

Kim Schmaltz nominated Frank Friesen  
Frank Friesen accepted the nomination  
CARRIED

**Election of Mayor**

Frank Friesen elected as Mayor

**Call for Nominations for the Office of Deputy Mayor**

Jim Bryson nominated Kim Schmaltz  
Kim Schmaltz accepted the nomination  
CARRIED

**Election of Deputy Mayor**

Kim Schmaltz elected as Deputy Mayor

**COMMITTEE APPOINTMENTS**

**Council Committee Appointments**

**Aqua 7 Water Commission**

Jim Bryson  
Frank Friesen

**Assessment Review Board**

Tracy Shields  
Debbie Day

**Canadian Badlands**

*Motion 178:20 Amendment to remove this Committee*

~~Frank Friesen~~  
~~Tracy Shields~~

**Community Futures Wild Rose**

Frank Friesen  
Kim Schmaltz

**Community Services Board**

Debbie Day  
Tracy Shields

**Facility Advisory Board**

Jim Bryson  
Tracy Shields

**Historical Committee**

Kim Schmaltz  
Debbie Day

**Library Board**

Debbie Day  
Jim Bryson

**Municipal Planning Commission (MPC) / Subdivision Approval**

Frank Friesen  
Tracy Shields

**Rocky View Foundation**

Tracy Shields  
Kim Schmaltz

**Rocky View Handibus**

*Motion 186:20 Amendment to remove this Committee*

~~Jim Bryson~~  
~~Frank Friesen~~

**Rocky View East Recreation Board**

Jim Bryson  
Kim Schmaltz

**Subdivision and Development Appeal Board**

Jim Bryson  
Kim Schmaltz

130:20 Moved by Mayor Friesen that all 2020 Committee Appointments remain the same as the 2019 committee appointments.

CARRIED

**MUNICIPAL ACCOUNTABILITY PROGRAM**

i) Procedural Bylaw 005:2020

131:20 Moved by Councillor Bryson to replace the Procedural Bylaw with Bylaw 005:2020 to state that in the event that a regularly scheduled meeting falls on a Holiday Monday, then the meeting will automatically be held on the following Tuesday.

CARRIED

132:20 Moved by Councillor Shields that Bylaw 005:2020, being a bylaw to regulate the proceedings and conduct of Council meetings, be read for a first time this 21 day of September 2020.

CARRIED

133:20 Moved by Councillor Day that Bylaw 005:2020, being a bylaw to regulate the proceedings and conduct of Council meetings, be read for a second time this 21 day of September 2020.

CARRIED

134:20 Moved by Councillor Bryson that Bylaw 005:2020, being a bylaw to regulate the proceedings and conduct of Council meetings, be given unanimous consent for a third and final reading this 21 day of September 2020.

CARRIED

135:20 Moved by Mayor Friesen that Bylaw 005:2020, being a bylaw to regulate the proceedings and conduct of Council meetings, be read for a third and final time this 21 day of September 2020.

CARRIED

ii) Code of Conduct Bylaw 003-2019

136:20 Moved by Deputy Mayor Schmaltz to enact a Code of Conduct Bylaw.

CARRIED

137:20 Moved by Councillor Shields that Bylaw 003-2019, being a bylaw to establish a Code of Conduct known as the Council Code of Conduct Bylaw, be read for a first time this 21 day of September 2020

CARRIED

138:20 Moved by Councillor Bryson that Bylaw 003-2019, being a bylaw to establish a Code of Conduct known as the Council Code of Conduct Bylaw, be read for a second time this 21 day of September 2020.

CARRIED

139:20 Moved by Councillor Shields that Bylaw 003-2019, being a bylaw to establish a Code of Conduct known as the Council Code of Conduct Bylaw, be given unanimous consent for a third and final reading this 21 day of September 2020

CARRIED

140:20 Moved by Mayor Friesen that Bylaw 003-2019, being a bylaw to establish a Code of Conduct known as the Council Code of Conduct Bylaw, be read for a third and final time this 21 day of September 2020.

CARRIED

iii) Establish Designated Officer Bylaw 11:2018

141:20 Moved by Deputy Mayor Schmaltz to amend Bylaw 11:2018 to state a) the Development Officer must act in accordance with Land Use Bylaw 09:2017.

CARRIED

142:20 Moved by Councillor Shields that amended Bylaw 11:2018, being a bylaw to establish the position(s) of designated officer(s), be read for a first time this 21 day of September 2020.

CARRIED

143:20 Moved by Councillor Bryson that amended Bylaw 11:2018, being a bylaw to establish the position(s) of designated officer(s), be read for a second time this 21 day of September 2020.

CARRIED

144:20 Moved by Councillor Bryson that amended Bylaw 11:2018, being a bylaw to establish the position(s) of designated officer(s), be given unanimous consent for a third and final reading this 21 day of September 2020.

CARRIED

145:20 Moved by Councillor Shields that amended Bylaw 11:2018, being a bylaw to establish the position(s) of designated officer(s), be read for a third and final time this 21 day of September 2020.

CARRIED

iv) Borrowing Bylaw 01:2018

146:20 Moved by Councillor Day to amend borrowing Bylaw 01:2018 to reflect actual amount of money borrowed.

CARRIED

147:20 Moved by Councillor Bryson that amended Bylaw 01:2018, being a bylaw for the purpose specified in Section 261 of the Municipal Government Act, be read for a first time this 21 day of September 2020.

CARRIED

148:20 Moved by Councillor Shields that amended Bylaw 01:2018, being a bylaw for the purpose specified in Section 261 of the Municipal Government Act, be read for a second time this 21 day of September 2020.

CARRIED

149:20 Moved by Deputy Mayor Schmaltz that amended Bylaw 01:2018, being a bylaw for the purpose specified in Section 261 of the Municipal Government Act, be given unanimous consent for a third and final reading this 21 day of September 2020.

CARRIED

150:20 Moved by Councillor Shields that amended Bylaw 01:2018, being a bylaw for the purpose specified in Section 261 of the Municipal Government Act be read for a third and final time this 21 day of September 2020.

CARRIED

v) LARB 004:2019  
Completed

vi) Rates and Charges Bylaw 004:2020  
151:20 Moved by Deputy Mayor Schmaltz to rescind Bylaw 003:2017 and rescind Resolution 00:2019, and replace with Bylaw 004:2020.  
CARRIED

152:20 Moved by Councillor Shields that Bylaw 004:2020, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services by the Town of Irricana, be read for a first time this 21 day of September 2020.

CARRIED

153:20 Moved by Councillor Day that Bylaw 004:2020, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services by the Town of Irricana, be read for a second time this 21 day of September 2020.

CARRIED

154:20 Moved by Councillor Bryson that Bylaw 004:2020, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services by the Town of Irricana, be given unanimous consent for a third and final reading this 21 day of September 2020.

CARRIED

155:20 Moved by Mayor Friesen that Bylaw 004:2020, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services by the Town of Irricana, be read for a third and final time this 21 day of September 2020.

CARRIED

- vii) Financial Reporting Policy 2.07

156:20 Moved by Councillor Shields to amend Policy 2.07.

CARRIED

- viii) Designated Financial Institution

157:20 Moved by Councillor Day to designate Alberta Treasury Branch as the Official Financial Institution of Irricana.

CARRIED

- ix) Bylaw 10:1995

158:20 Moved by Councillor Shields to rescind Bylaw 10:1995 to correct conflicting Bylaws.

CARRIED

- x) Designate Official Town Office

159:20 Moved by Councillor Bryson to designate 222 – 2 Street, Irricana as the official Town Office.

CARRIED

- xi) Municipal Auditor

160:20 Moved by Councillor Day to establish Scase and Associates as Municipal Auditor for 2019.

CARRIED

## **ADJOURN**

- (i) Adjournment

161:20 Moved by Mayor Friesen to adjourn the meeting at 6:24 pm.

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Mayor

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Chief Administrative Officer