

**TOWN OF IRRICANA  
AGENDA  
REGULAR MEETING OF COUNCIL**

**Date: 4th Day of September 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**
  - Oath of office for new councillor
  - Presentation of new Councillor to Council
- D. PRESENTATIONS**
- E. MINUTES**
  - 1) Minutes from the Regular Meeting of August 13, 2018
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
  - 1) Investigation into Mural complaint
- G. COMMITTEE REPORTS**
  - 1) CAO Report
- H. OLD BUSINESS**
- I. NEW BUSINESS**
  - 1) RFD-Schedule of Uses Policy
- J. COMMUNICATION / INFORMATION**
- K. FOLLOW-UP/ACTION & STATUS**
  - 1) Donation fund from various sources now stands at \$ 2,754.87.
- 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**
  - Legal x 2
- N. ADJOURN**

**O NEXT MEETING(S):**

- 1) Regular Meeting of Council September 17th
- 2) 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**  
**August 13, 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 New Business Item H-5: Committee and Board Appointments

232:18 Moved by Councillor Bryson to adopt the Agenda as amended.  
CARRIED

**PRESENTATIONS**

- (i) None

**MINUTES**

- (i) Minutes of the Regular Meeting of Council of July 16, 2018

233:18 Moved by Councillor Shields to accept the Minutes of the Regular Meeting of Council of July 16, 2018 as presented.  
CARRIED

**CORRESPONDENCE FROM PREVIOUS MEETING**

- (i) None

**COMMITTEE REPORTS**

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

234:18 Moved by Councillor Bryson to accept CAO report as presented.  
CARRIED

## **OLD BUSINESS**

- (i) None

## **NEW BUSINESS**

- (i) RFD – Letter from Resident  
Moved to Closed Session
- (ii) RFD – Drone Mapping of Town  
235:18 Moved by Councillor Bryson to accept the RFD recommendation to allow drone aerial mapping by a Town resident with restrictions on timing of flights and requirement for Town observer to attend.  
CARRIED
- (iii) Superior Truck – Loader  
Purchase Order issued to Superior Truck for new loader with implements.  
(For information purposes)
- (iv) Non-Bylaw Complaint from non-resident – Murals  
236:18 Moved by Mayor Friesen to direct the CAO to investigate options and report back to Council by the second meeting in September 2018.  
CARRIED
- (v) Committee and Board Appointments  
237:18 Moved by Councillor Shields to appoint Debbie Dunn to the following Boards and Committees:
  - 1) Community Services Board
  - 2) Community Facilities Advisory Board
  - 3) Economic Development & Tourism CommitteeCARRIED

## **COMMUNICATION/INFORMATION**

- (i) Cheque listing 20134003– 20134034 totalling \$139,067.99 including GST. Prepaids totaling \$3,579.75.

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

- (i) Donation fund from various sources now stands at \$2,462.87.

## **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 7:25 pm

Mayor Friesen reconvened the meeting at 7:34 pm  
Public input closed at 7:44 pm.

**CLOSED SESSION**

- (i) Closed to Public  
238:18 Moved by Mayor Friesen to go into closed session at 7:48 pm.
  
- (ii) Open to Public  
239:18 Moved by Mayor Friesen to reconvene to the public portion of the meeting at 8:22 pm.  
  
240:18 Moved by Councillor Shields to approve the request to waive a Tax Penalty totaling \$226.68 for Roll #47900.  
CARRIED

**ADJOURN**

- (i) Adjournment  
241:18 Moved by Mayor Friesen to adjourn the meeting at 8:23 pm.

**NEXT MEETING**

September 4, 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



## **Chief Administrative Officer Report** **Review of June 18th, 2018 to July 16, 2018**

### **Public Works:**

- Summer Students have finished and returned to School.
- PW are servicing and repairing equipment in preparation for the winter season.  
A new loader for Public Works has been ordered and will be delivered around October 1<sup>st</sup>.

### **Water/Sewer:**

- All Fire Hydrants in Town have now been repaired and upgraded.

### **Roadways/Sidewalks:**

- 1<sup>st</sup> Street and 1<sup>st</sup> Avenue storm drain/catch basin repair done August 30 & 31. This has been a 2 year process.
- The University of Calgary were in doing their annual pumping tests and have submitted their results on the ground water levels in the area. Our ground water tables continue to rise.

### **Garbage:**

There are still problems with garbage/recycling missed pickups. A mailout was sent to residents to attempt to alleviate a part of the problem.

### **Parks & Recreation:**

- Four new Yoga Programs have started at the Rec Center

### **Town Buildings:**

- PW Building Renovation started May 22<sup>nd</sup> 2018. Waiting for bay doors to be installed.
- PW are putting up new shelves and discarding old damaged cabinets & shelves to maximize space in the renovated shop.
- The new laundry area and hall have been painted and new washing/dryer cabinets have been built by PW.

### **Community Facilities:**

### **Community Services**

On Sunday, September 2<sup>nd</sup>, the first of several drone flights took place, flown by Duncan, which captured all of the intersections along 1<sup>st</sup> avenue. CAO was in attendance during all the flights, in case of resident concerns.

### **Development & Planning:**

Sale of land to Blair Allen and Sons proceeding, snags with Alberta Transportation.

### **Economic Development & Tourism**

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### **FINANCE**

#### **Utilities:**

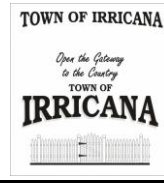
- Utilities Outstanding as of August 31, 2018 = **\$29,755.62** (Represents Arrears and Penalties)
- 30 Day Arrears Letters sent for all outstanding Utility Accounts as at Aug 31<sup>st</sup>
- July/August Utility Billings may require to be Estimated due to issues with pairing the Neptune with the Hand Held Reader. We have been working with AccuFlo to help resolve the issue, but may take until mid to late September. Notices will be included with the Billings to advise residents.

**Taxes:**

- Taxes Outstanding as of August 31, 2018 = **\$295,586.05** (Includes: Current Levies, Arrears & Penalties)
- September Penalty of 6% applied to all Current outstanding taxes (Bylaw 006:2017)
- Next Penalty is October 1st at 1% of total outstanding taxes (Bylaw 006:2017)

<b>CURRENT ACCOUNTS</b>			
<b>Account Name</b>	<b>Number</b>	<b>Currency</b>	<b>Available Balance</b>
Business Account		<b>CAD</b>	\$726,805.24
<b>SAVINGS ACCOUNTS</b>		<b>TOTAL</b>	<b>\$726,805.24</b>
T Bill Savings Account (MSI)		<b>CAD</b>	\$499,008.19
T Bill Savings Account (AMIP)		<b>CAD</b>	\$0.00
T Bill Savings Account(BMTG)		<b>CAD</b>	\$119,427.94
		<b>TOTAL</b>	<b>\$618,436.13</b>

**Ted Coffey**  
**CAO Town of Irricana**



# **Request for Decision**

**To: Mayor Friesen and Council**

**From: Ted Coffey CAO**

**Date: September 4<sup>th</sup>, 2018**

**Subject: Schedule of Uses Policy**

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

## **KEY ISSUES AND BACKGROUND:**

The Central Business District (CBD) specifies Retail Sales are permitted. However, a Cannabis Retail outlet is not specifically mentioned. To avoid any problems or objections, it is recommended that the Schedule of Uses Policy be amended to include Retail Cannabis outlets.

## **BENEFITS:**

Preventing future objections or argument over meaning.

## **DISADVANTAGES:**

N/A

## **ALTERNATIVES:**

Do nothing and hope for the best

## **IMPLICATION ON FINANCES:**



N/A

**RECOMMENDATION:**

Amend the Schedule of Uses Policy to add Retail Cannabis to the Central Business District Permitted Uses.

**RECOMMENDED MOTION:**

Move to add Retail Cannabis as Permitted Use in the Central Business District in the Schedule of Uses Policy.