

**TOWN OF IRRICANA  
AGENDA  
REGULAR MEETING OF COUNCIL  
Date: February 01, 2021 Time: 7:00 P.M.**

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
- D. PRESENTATIONS**
  - 1. RCMP (Pending)
- E. MINUTES**
  - 1. Minutes from January 25, 2021 Council meeting
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
  - 1. None
- H. OLD BUSINESS**
  - 1. None
- I. NEW BUSINESS**
  - 1. RFD – Atco Gas Franchise Agreement Renewal
- J. COMMUNICATION / INFORMATION**
  - 1. Skateboard Park
  - 2. Recap of Information from Jan 25th Council meeting (laptops, 2019 FCSS funds, Meeting with Beiseker CAO/FCSS Co-ordinator)
  - 3. Town of Irricana Donation Fund totals \$2,755.02
- 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.
- N. ADJOURN.**
- O. NEXT MEETING(S):**

**TOWN OF IRRICANA**  
**Minutes of the Regular Meeting of Council held**  
**January 25, 2021**  
**Virtual Council Meeting (due to COVID restrictions)**  
**MGA: Section 199**

**ATTENDANCE**

As per Section 199(1) of the Municipal Government Act, a Council meeting may be conducted by means of electronic communication. Notice of the electronic version was provided to the public including the way in which it was to be conducted.

As per Section 199(2) of the Municipal Government Act, Councillors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.

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

**CALL TO ORDER**

The meeting was called to order by Mayor Friesen at 7:10 pm.

**AGENDA**

- (i) Adopt Agenda  
021:21 Moved by Councillor Bryson to adopt the Agenda as presented.  
CARRIED

**PRESENTATIONS**

- (i) None

**MINUTES**

- (i) Minutes from January 11, 2021 Regular Council meeting  
022:21 Moved by Councillor Shields to accept the Minutes of the Regular Meeting of Council for January 11, 2021, as presented.  
CARRIED

**CORRESPONDENCE FROM PREVIOUS MEETING**

**COMMITTEE REPORTS**

- (i) CAO Report  
023:21 Moved by Councillor Shields to accept the CAO Report as presented.  
CARRIED

## **OLD BUSINESS**

- (i) RFD – Bylaw 002:2021 Rates & Charges  
024:21 Moved by Deputy Mayor Schmaltz that Bylaw 002:2021, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services, be read for a second time this 25<sup>th</sup> day of January, 2021.

CARRIED

025:21 Moved by Councillor Shields that Bylaw 002:2021, being a bylaw for the purpose of establishing rates and charges for the provision of certain goods and services, be read for a third time this 25<sup>th</sup> day of January, 2021.

CARRIED

## **NEW BUSINESS**

- (i) RFD – Utility Penalty Waiver Request  
026:21 Moved by Councillor Shields to approve the payment arrangement between the Town of Irricana and property owners of Utility Account 60900-006, which includes an additional \$200.00 payment over and above the current billing amount, with Utility Penalties to be waived for Sept/Oct 2020; Nov/Dec 2020 and future billings until the arrears is paid in full. Should the property owners of Utility 60900-006 breach these conditions, the payment arrangement becomes void and penalties will then apply.

CARRIED

## **COMMUNICATION/INFORMATION**

- (i) Cheque Listing  
Cheque listing for the period January 1, 2021 to January 25, 2021, totaling \$82,018.64.

027:21 Moved by Deputy Mayor Schmaltz to approve the cheque listing as presented.  
CARRIED

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

### **PUBLIC INPUT**

- (i) Due to the online format of the Council meeting, Residents were asked for written questions to be submitted to Town Administration electronically prior to the Council meeting.

Mayor Friesen read out a submitted written question

Mayor Friesen asked for any other questions from participants logged in

**CLOSED SESSION**

- (i) Closed to Public  
028:21 Moved by Mayor Friesen to go into Closed Session at 7:41 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.
  
- (ii) Open to Public  
029:21 Moved by Mayor Friesen to reconvene to the Public Portion of the meeting at 8:19 pm.  
  
030:21 Moved by Mayor Friesen to accept the Canadian Union of Public Employees Local 37 Union Bargaining proposal as presented and ratified by the Bargaining Committee.  
CARRIED

**ADJOURN**

- (i) Adjournment  
020:21 Moved by Mayor Friesen to adjourn the meeting at 9:10 pm.

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Mayor Frank Friesen

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Barrie Hutchinson  
Chief Administrative Officer



# Request for Decision

**To: Mayor Friesen and Council**

**From: Barrie Hutchinson, CAO**

**Date: February 1, 2021**

**Subject: ATCO Gas Franchise Fee**

**DECISION: Yes / No / Deferred**

**CORRELATION TO STRATEGIC PLAN OR POLICY:** Fiscal Responsibility and Budget

## **KEY ISSUES AND BACKGROUND:**

A Franchise Agreement exists between the Town of Irricana and Atco Gas and Pipelines Ltd. The current Franchise Agreement expired in March 2020.

Each year ATCO Gas offers the Town of Irricana an opportunity to increase the franchise fee percentage, either at the time of renewal or annually by November 1<sup>st</sup>. The term of the Agreement is for a minimum of 10 years.

We currently receive a percentage of 11.18% of the annual delivery revenue amount. This percentage has not changed since 2003. The Franchise Fee paid to the Town in 2020 totaled \$28,914.00.

The forecasted revenue to the Town of Irricana for 2021 is \$29,725, based on the 11.18%.

Currently, Irricana collects Franchise Fees in lieu of property tax, however, there is the option to change that at the time of renewal, to collect property taxes separately.

Should Council decide to increase the franchise fee percentage, the forecasted revenue to the Town of Irricana for 2021 would increase accordingly.

A copy of the proposed renewal Franchise Agreement is attached for Council's review.

**BENEFITS:**

Increased revenues to benefit the operational budget of the Town and reduce the burden on residents through property taxes.

**DISADVANTAGES:**

Customers of ATCO Gas would receive an increase to reflect any increase in the franchise fee.

**ALTERNATIVES:**

- 1) Keep current rate of franchise fee (11.18%)
- 2) Increase franchise fee by 2.50% (13.68%)
- 3) Increase franchise fee by 3.00% (14.18%)
- 4) Increase franchise fee by 4.00% (15.18%)

**IMPLICATION ON FINANCES:**

- 1) Forecasted 2021 franchise fee revenue at 11.18% = 29,725
- 2) Slight forecasted increase for 2021 revenue with the 11.18%
- 3) Increased revenue based on franchise fee percentage

**RECOMMENDATION:**

Council to decide on the franchise fee percentage and to authorize the CAO to update the contract with ATCO Gas and Pipelines Ltd.

**RECOMMENDED MOTION:**

To approve the Franchise Fee percentage of \_\_\_\_\_ and to renew the Natural Gas Franchise Agreement between the Town of Irricana and Atco Gas and Pipelines Ltd.

**ATCO GAS AND PIPELINES LTD. – SOUTH RIDER "A"  
 MUNICIPAL FRANCHISE FEE TO ALL RATES AND ANY OTHER RIDERS THERETO**

All charges under the Rates, including any charges under other Riders, to Customers situated within the communities listed on this Rider "A" Municipal Franchise Fee are subject to the addition of the percentage shown. The percentage shown is to be applied as an addition to the billings calculated under the Rates including charges as allowed under other Riders in effect.

Method A. - Applied to gross revenues\*.  
 Method C. - Applied to gross revenues\* and Rider "E".

<u>Municipalities –</u>			<u>Municipalities</u>			<u>Municipalities –</u>		
<u>Method A</u>	<u>%</u>	<u>Effective Date</u>	<u>Method A</u>	<u>%</u>	<u>Effective Date</u>	<u>Method C</u>	<u>%</u>	<u>Effective Date</u>
		<u>yymmdd</u>			<u>yymmdd</u>			<u>yymmdd</u>
Acme	20.00	04/03/10	Foremost	21.00	04/01/21	Calgary**	11.11	91/01/01
Airdrie	29.60	07/10/01	Fort Macleod	12.50	01/10/02	Glenwood	5.26	94/10/01
Banff	31.20	06/03/24	Gasoline Alley	19.50	20/05/01			
Banff Nil Park	29.80	21/01/01	Granum	12.00	13/01/01			
Barnwell	13.00	01/01/18	High River	20.00	19/05/01			
Barons	14.97	00/08/21	Hill Spring	5.00	10/03/25			
Bassano	25.00	13/01/01	Hussar	25.00	12/02/17			
Beiseker	16.00	19/01/01	Innisfail	27.00	19/01/01			
Big Valley	12.00	18/03/01	Irricana	11.18	99/12/06			
Black Diamond	16.00	17/01/01	Lethbridge	27.00	12/02/15			
Bow Island	12.00	18/01/01	Linden	15.23	04/07/09			
Bowden	22.00	07/02/16	Lomond	25.00	15/12/01			
Brooks	19.50	21/01/01	Longview	20.00	16/01/01			
Burdett	15.00	20/04/01	Magrath	15.00	10/01/18			
Canmore	30.00	21/01/01	Milk River	30.00	04/12/14			
Carbon	15.07	00/09/18	Nanton	17.00	19/01/01			
Cardston	15.00	07/10/04	Nobleford	0.00	06/10/04			
Carmangay	15.00	10/03/02	Okotoks	20.00	21/01/01			
Carstairs	25.00	07/08/01	Olds	30.00	12/01/01			
Champion	15.00	10/03/02	Penhold	25.00	18/09/01			
Chestermere	17.00	14/01/01	Picture Butte	18.00	16/09/01			
Claresholm	10.00	05/05/05	Raymond	15.00	20/10/07			
Coaldale	13.00	15/01/01	Rockyford	30.00	12/01/01			
Coalhurst	8.85	20/01/01	Rosemary	16.00	16/05/01			
Cochrane	20.00	16/01/01	Standard	11.34	00/12/13			
Coumts	20.00	08/09/09	Stavelly	11.00	21/01/01			
Cowley	13.79	02/08/23	Stirling	12.00	19/01/01			
Cremona	25.00	15/09/01	Strathmore	29.60	20/07/01			
Crossfield	17.00	10/05/07	Taber	18.00	20/07/01			
Crowsnest Pass	25.00	13/01/17	Taber*	33.00	20/07/01			
Delburne	21.60	07/04/10	Trochu	20.00	15/12/01			
Didsbury	25.00	10/01/01	Turner Valley	15.00	15/10/05			
Duchess	15.00	21/01/01	Vauxhall	10.00	20/02/01			
Elnora	16.00	04/05/27	Vulcan	35.00	14/01/01			

\* Applied to High Use.

\*\* Exemption available on Rider "E" portion of natural gas feedstock quantities used by an electrical generation plant whose primary fuel source is natural gas, for the commercial sale of electricity or used by a district energy plant for combined heat and power production, if deemed by the City of Calgary to be a qualifying facility.

The Company's Terms and Conditions apply to all retailers and customers provided with System and/or Distribution Access Service by the Company. The Terms and Conditions are available at ATCO Gas offices during normal working hours or on the website [www.atcogas.com](http://www.atcogas.com).