

TOWN OF IRRICANA

AGENDA

REGULAR MEETING OF COUNCIL

Date: October 3, 2022 Time: 7:00 P.M.

Location: Council Chambers: Irricana Centennial Centre, 222-2 Street

A. CALL TO ORDER

B. ATTENDANCE

C. AGENDA

D. PRESENTATIONS

1. None

E. MINUTES

1. Minutes from September 14, 2022 Special Council Meeting
2. Minutes from September 19, 2022 Regular Council Meeting

F. CORRESPONDENCE FROM PREVIOUS MEETING

G. COMMITTEE REPORTS

1. Library Report

H. OLD BUSINESS

1. None

I. NEW BUSINESS

1. RFD – Community Hall Upgrade MSI Fund
2. RFD – Repair and Upgrade to the Rec Centre
3. RFD – 2023 -2026 Contract with Munisight

J. COMMUNICATION / INFORMATION

1. Irricana Monster Mash 2022 (Boys & Girls Club)
2. Letter from Pioneer Acres & Meadowlark Trail
3. Letter from Alberta Municipalities (Victim Services)
4. Letter from Honourable Tyler Shandro (International Holocaust Remembrance Alliance)

K. FOLLOW-UP/ACTION & STATUS

1. None

L. PUBLIC INPUT

As per Motion 32:21 Questions from public to be submitted to Administration by Monday noon of the Council meeting day.

M. CLOSED SESSION

N. ADJOURN

TOWN OF IRRICANA

Minutes of the Special Meeting of Council held

Date: September 14, 2022 Time: 12:00 Noon

Location: Council Chambers: Irricana Centennial Centre, 222 – 2 Street

ATTENDANCE

Mayor: Jim Bryson
Deputy Mayor: Kim Schmaltz - Absent with Notice
Councillors: Lisa McAree
Interim CAO: Corinne Newman

CALL TO ORDER

The meeting was called to order by Mayor Bryson at 12.00 Noon.

Mayor Bryson announced the absence of Quorum

AGENDA

PRESENTATIONS

MINUTES

CORRESPONDENCE FROM PREVIOUS MEETING

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

COMMUNICATION/INFORMATION

FOLLOW-UP/ACTION & STATUS

PUBLIC INPUT

CLOSED SESSION

ADJOURN

- (i) Adjournment
165:22 Moved by Mayor Bryson to adjourn the meeting at 12:15 pm.

Mayor Jim Bryson

Corinne Newman
Interim Chief Administrative Officer

TOWN OF IRRICANA

Minutes of the Regular Meeting of Council held

Date: September 19, 2022 Time: 7:00 pm

Location: Council Chambers: Irricana Centennial Centre, 222 – 2 Street

ATTENDANCE

Mayor: Jim Bryson
Deputy Mayor: Kim Schmaltz (absent with Notice / permission)
Councillors: Lisa McAree, Julie Sim
Nathaniel Fleming
Interim CAO: Corinne Newman

CALL TO ORDER

The meeting was called to order by Mayor Bryson at 7:00 p.m.

OATH OF OFFICE

Nathaniel Fleming was given the Oath of Office.

AGENDA

- (i) Adopt Agenda
166:22 Moved by Councillor McAree to adopt the Agenda as presented.
CARRIED

PRESENTATIONS

None

MINUTES

- (i) Minutes from August 22, 2022 Regular Council Meeting
167:22 Moved by Councillor Sim to accept the Minutes of the Regular Meeting of Council for August 22, 2022, as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) Community Futures Meeting held Sept 1, 2022

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) RFD – Atco Gas Franchise Fee
168:22 Moved by Councillor McAree that the Atco Gas and Pipelines Ltd. Franchise Fee percentage be increased from 11.18% to 14.18%, effective January 1, 2023.
CARRIED
- (ii) RFD – Line of Credit Bylaw 005:2022
169:22 Moved by Mayor Bryson that Bylaw 005:2022, being a bylaw to borrow certain sums of money for the purpose of financing operating expenditures be read for a first time this 19th day of September, 2022.
CARRIED
- 170:22 Moved by Councillor Fleming that Bylaw 005:2022, being a bylaw to borrow certain sums of money for the purpose of financing operating expenditures be read for a second time this 19th day of September, 2022.
CARRIED
- 171:22 Moved by Councillor Sim that Bylaw 005:2022, being a bylaw to borrow certain sums of money for the purpose of financing operating expenditures be given unanimous consent for a third and final reading this 19th day of September, 2022.
CARRIED
- 172:22 Moved by Councillor McAree that Bylaw 005:2022, being a bylaw to borrow certain sums of money for the purpose of financing operating expenditures be read for a third and final time this 19th day of September, 2022.
CARRIED
- (iii) RFD – Beiseker Community School Council Read-A-Thon
173:22 Moved by Councillor Fleming to approve the request from the Beiseker Community School Council to donate \$300.00 in support of the 2nd Annual Read-a-thon initiative held from October 1 through to October 31, 2022.
CARRIED
- (iv) Dog Park (Lisa McAree)
Information

COMMUNICATION/INFORMATION

- (i) Marigold Library – August Board Meeting Highlights

FOLLOW-UP/ACTION & STATUS

- (i) None

PUBLIC INPUT

- (i) *As per Motion 32:21 Questions from public to be submitted to Administration by Monday noon of the Council meeting day.*
Questions were presented by Council

CLOSED SESSION

- (i) None

ADJOURN

- (i) Adjournment
174:22 Moved by Mayor Bryson to adjourn the meeting at 7:34 pm.

Mayor Jim Bryson

Corinne Newman
Interim Chief Administrative Officer

Irricana Library Report-Committee Report

Virtual traffic (July/Aug)-Report provided by Marigold. This includes downloading books, music audio book and website visits

- July-620
- Aug-559

Increase in July/Aug visits over May/June (In person and phone support)

- July-486
- Aug-482

Increase usage for computers over May/June

- July- 35
- Aug- 33

Computers are free to the public

These are just a handful of highlights the Library staff, partners and Board have been working or completed

Highlights

- Summer Student July 02-August 26
 - Supported various programs including TD Summer Program
- 23 programs in July and 27 in the month of August were available to the public
- Lion's room was utilized for Council candidates Q&A session
 - Opportunity to promote the Library and programs
- Community Links Travelling Tales and Tunes program has resumed
- FCSS for Newcomers Bags-Available at the Library
 - o Thank You to all the Business in the Community for their donations
- Prospect provides Career Counseling once per month
- Invitation to Beiseker School "Community Connections event" to promote our library on Sept 15
- Invitation to Kathryn School to promote our Library on Sept 15
- Invitation from the Irricana Boys and Girls Club, FCSS, Town of Irricana and Beiseker to participate in Family Halloween event October 22
- Partnerships with additional club in town

On Going/Future Planning

- Library Manger and Board are working on the plan of Service for 2023-2028
- Library Manager and Board are working on the 2023 to be approved by the board by Oct 31, 2022. The budget and year in review highlight will be presented to council during a November 2022 meeting

Additional Funding

- Grant Opportunities. Library manager has submitted various grants to assist with additional funding to maintain the services currently offered and add programs/events in 2023
- Fundraising opportunities. The board is working on Fundraising ideas for 2023

Reminder: Our memberships and services are free to the community (we charge a small fee for printing and photocopies). Visits us on

Instagram, Twitter, Face Book, website, phone (403) 935 4818, email or drop in during business hours

Tuesday 11-6

Wednesday 11-7

Thursday 11-6

Friday 1-5

Saturday 11-3

Request for Decision

To: Mayor Bryson and Council

From: Corinne Newman – Interim CAO

Date: October 3rd, 2022

Subject: Community Hall Upgrade MSI Fund

DECISION: To increase the MSI grant funding for the Community Hall Phase 3 Upgrade Project CAP-14244.

CORRELATION TO STRATEGIC PLAN OR POLICY:
Unbudgeted Expenditure Policy

KEY ISSUES AND BACKGROUND:

Pursuant to Section 248 of the Municipal Government Act (MGA), a municipality may only make an expenditure that is included in the operating budget, interim operating budget, capital budget, for an emergency, legally required to be paid, or otherwise authorized by Council.

Section 248(2) states "Each council must establish procedures to authorize and verify expenditures that are not included in a budget". The Town of Irricana recognizes that circumstances arise that result in changes to programs and services planned for in the annual operating and capital budgets.

This policy ensures that all unbudgeted expenditures require an appropriate level of approval prior to being made.

The accepted MSI Grant funding for this project was \$82,449. To date for this portion of the project we have expenditures of \$88,389. In order to complete the siding (\$2,215) and add replacement flooring for the ECS room (\$11,888) and Playschool (\$12,391) room the town can amend the MSI grant funds required. The additional MSI grant funds required is \$32,425.

BENEFITS:

Preservation of a needed facility

DISADVANTAGES:

ALTERNATIVES:

IMPLICATION ON FINANCES:

Additional MSI Grant funds of \$32,425 would cover the cost of the completion of the Community Hall Phase 3 Renovations plus replacement of flooring for the ECS room and the Playschool room.

RECOMMENDATION:

The accepted MSI Grant funding for this project was \$82,449. To date for this portion of the project the Town has expenditures of \$88,389. In order to complete the siding is (\$2,215) and add replacement flooring for the ECS room (\$11,888) and Playschool (\$12,391) room the town can amend the MSI grant funds required. The additional MSI grant funds required is \$32,425.

RECOMMENDED MOTION:

That Council support the amendment of the MSI grant funding allocation for the Community Hall Phase 3 Renovations and request an additional \$32,425 for the project.

Request for Decision

To: Mayor Bryson and Council

From: Corinne Newman – Interim CAO

Date: October 3rd, 2022

Subject: Repair and upgrade to the Recreation Centre

DECISION: Authorize the expenditures for repair and upgrade in the Recreation Centre

CORRELATION TO STRATEGIC PLAN OR POLICY:
Unbudgeted Expenditure Policy

KEY ISSUES AND BACKGROUND:

Pursuant to Section 248 of the Municipal Government Act (MGA), a municipality may only make an expenditure that is included in the operating budget, interim operating budget, capital budget, for an emergency, legally required to be paid, or otherwise authorized by Council.

Section 248(2) states "Each council must establish procedures to authorize and verify expenditures that are not included in a budget". The Town of Irricana recognizes that circumstances arise that result in changes to programs and services planned for in the annual operating and capital budgets.

This policy ensures that all unbudgeted expenditures require an appropriate level of approval prior to being made.

In June 2022 a significant rain revealed repairs needed to the roof to prevent further water damage to the roof, the interior ceilings, and floors. An emergency repair was required immediately and completed by Benjamin Moore Rocky View Services for \$11,000.00. The second repair is required to repair the curling rink ceiling quoted at \$7,125.00. The flooring in the Boys and Girls Club is in need of replacement and that quote is \$11,891

BENEFITS:

Preservation of a needed facility

DISADVANTAGES:

ALTERNATIVES:

IMPLICATION ON FINANCES:

The unbudgeted expenditures total	\$30,016
Emergency Roof repairs paid from Recreation Budget	(11,000)
Grant from Rocky View County be allocated to the repairs	(10,000)
Transfer from reserve if required at year end if Recreation Budget is overbudget	(9,016)

RECOMMENDATION:

That Council approve the unbudgeted expenditures

RECOMMENDED MOTION:

That Council approves	
The unbudgeted expenditures total	\$30,016
Emergency Roof repairs paid from Recreation Budget	(11,000)
Grant from Rocky View County be allocated to the repairs	(10,000)
Transfer from reserve if required at year end if Recreation Budget is overbudget	(9,016)

Request for Decision

To: Mayor Bryson and Council
From: Interim CAO Corinne Newman
Date: October 3rd , 2022
Subject: 2023-2026 Contract with Munisight

I DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

Policy 2.11: Authorized Signature Policy

KEY ISSUES AND BACKGROUND:

The current contract with Munisight expires December 31, 2022 and the new contract is required for the 4 year (2023 – 2026) Contract for Licensing and Support with Munisight for the Towns financial software.

BENEFITS:

Continuity of the service contract and predictable budget for 4 years. The proposed contract price is the same as 2022.

DISADVANTAGES:

None

ALTERNATIVES:

The CAO is authorized to sign the 4 year (2023 – 2026) Contract for Licensing and Support with Munisight for the Town’s financial software.

IMPLICATION ON FINANCES:

Contract price is Year 1 \$11,865.04
Year 2 \$11,865.04
Year 3 \$11,865.04
Year 4 \$11,865.04

RECOMMENDATION:

That Interim CAO Corinne Newman is authorized to sign the 4 year (2023 – 2026) Contract for Licensing and Support with Munisight for the Town’s financial software.

RECOMMENDED MOTION:

To approve the recommendation that Interim CAO Corinne Newman is authorized to sign the 4 year (2023 – 2026) Contract for Licensing and Support on the financial software with Munisight.

FAMILY MONSTER MASH

A COMMUNITY CONNECTION EVENT
HOSTED BY

BGC AIRDRIE/IRRICANA CLUB

Halloween is one of our favorites!
Come and show off your costume before the big
day. We will have candy, face-paint and lots of
Halloween themed activities.

Other community organizations will be in
attendance with even more fun!

Join us on Saturday October 22nd at
302 3rd Street Irricana, Alberta (Irricana Club
House)!

1:00pm-3:00pm

If you have any questions reach out to us at (403)948-3331 or check us out at bgcairdrie.com



September 7, 2022

To all concerned Parties – Town of Irricana, Alberta TrailNet, Rockyview County

First, I will introduce myself. My name is Bob Swanson, and I am the President of Pioneer Acres of Alberta.

I am writing this letter to address concerns that Pioneer Acres has been aware of since I became President in February of 2022. I would like to have questions answered about these concerns as they do affect all parties I am contacting.

There seems to be a certain amount of animosity between Pioneer Acres, the Town of Irricana, Rockyview County staff and Alberta TrailNet that has been there for a long time and no one at Pioneer Acres seems to understand why. I have asked several people that know the area better than I do, and they all feel the same, why is this, what did Pioneer Acres ever do to deserve this kind of treatment?

I will try to explain all the events that have led up to me writing this letter.

The first that I was aware of any problems was when I got a call from Russel Friend of Newcan Fencing who was doing some work for Alberta TrailNet; his concern was that the approach to the property that Pioneer Acres owns east of the Alberta TrailNet was removed and people were driving in on the fresh made trail and were going to destroy it. He said I should contact the Town and have them put our approach back in so people would use it instead of the trail. He also said he was to put up a barbed wire fence to divide the two properties but had refused because it was supposed to be a chain link fence.

At this point Gary Gibson, our Past President, and I went down to look at what was going on. Yes, we did see that the approach had been removed and also that the crews working for Alberta TrailNet had entered the Trail through our property by cutting our fence and driving through the ditch. At this point we had never had any contact with Alberta TrailNet as to their actions. I did however hear from one of the Town's crew that he had called Bob Anderson and

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P: 403-935-4357 | E: info@pioneeracres.ab.ca
www.pioneeracres.ab.ca

let him know but was not sure when this all happened. The crew member only told me he had done this in August.

Gary Gibson and I went to the Town office to see Barrie, but he was not available, and we had a difficult time to contact him most of the summer. I'm not disputing the removal of the approach as it was on the Alberta TrailNet property, but I thought it would be common courtesy to let us know their intentions.

At some point one of our members, I don't know who it was, contacted the County and asked them about putting in a new approach but was told that the Town controlled the road going by Pioneer Acres and we would have to talk to them. This was confirmed by one of our members in a conversation with Barrie. On April 7, I was copied on an email from Barrie to a Linda Strong-Watson, and had no idea who this person was, saying what the Town intended to do about an approach to our property along with a map showing the plan. This plan came from Gregory Perrault, Road Operations Technologist and says the Town will put the approach to our property off of their property on the SE corner of our property because for some reason it conflicts with the Trail where it was. It has also been revealed to us that the Town, in fact, does not control this road and that it is a county-controlled road.

Question: Why is a county employee giving out misinformation?

Question: What involvement does the Town have with Alberta TrailNet to provide Pioneer Acres with an approach?

Question: Why is Alberta TrailNet not responding to any of these issues. I have never had any contact with any of their representatives to date.

As the Town started to proceed with their plan to put in the approach, our membership started having many concerns with what they were seeing and told me this was not going to work the way it was shaping up. At this point I sent Barrie an email expressing our concerns and he said the Town had gone too far at this point and there were no other options other than going through the MD. On a phone call later, he said this involved a lot of surveying and planning and would take a lot of time to get it done. He said they would remove one tree and put in a longer culvert and more fill. Some of our membership wanted to just go ahead and put in our own approach at this point but I did not want to do this without it being approved by the County. Two wrongs don't make a right.

Again, I ask, why is the Town even involved in this? As time was short before our Annual Show, we decided our only option was to try and use what the Town had put in and fortunately the County did offer some assistance with some gravel and equipment to make it work. We were thankful that it did work out okay and we were able to get our campers in and out without too many issues. I do say thanks for all that the Town and the County did to make this possible.

Unfortunately, we still have some concerns about having an approach that comes in off of someone else's property. Do we need to have a caveat on it against the Town? What about insurance to cover any type of claims in case of an incident and not sure what else needs to be in place? With this in light our board has approved a motion to apply for our own approach off of RR 27.4 and will be applying to the County for this. We do understand that it is our right to have access to our own property from a County road. We have not decided where, at this point, but it will be close to where our old approach was.

Thank you for your time and I look forward to your responses. If you have any questions, please do not hesitate to contact me at bobdebs@airenet.com or I can be available to meet in person if needed.

Sincerely,

Bob Swanson, President
Pioneer Acres of Alberta



11759 Groat Road
Edmonton, AB T5M 3K6
Toll Free: 1-877-978-2457
Tel: 780-422-7150
Fax: 780-427-4229

September 21, 2022

Bob Swanson
President, Pioneer Acres
P.O. Box 58
Irricana, AB T0M 1B0
Ph: 403 935 4357 E. info@pioneeracres.ab.ca

Hello Bob

There are two organizations involved in the development of the Meadowlark Trail. Alberta TrailNet Society (TrailNet) is a not for profit charitable organization dedicated to promoting the development and responsible use of recreational trails. TrailNet owns the former CP Rail right of way lands that pass by Pioneer Acres property. TrailNet works in partnership with the Meadowlark Trail Society, the local trail group that is assisting with developing and operating the trail on these lands. Jeannette Richter is their representative.

You have raised several issues in your letter of September 12, 2022, which we would like to respond to. The first of these is an apparent history of poor communication and relationships. Alberta TrailNet has requested to meet and present to the Board of Pioneer Acres several times in the past but has never been provided that opportunity. Jeannette Richter of Meadowlark Trail Society has however attended one of your board meetings prior to the development permit application with the County and would be happy to do so again. She has also been in contact with past-president Gary Gibson many times over the years to inform him of TrailNet's and Meadowlark Trail Society's plans. That communication lapsed somewhat when Gary was not available prior to your election as president. It was only recently that we were informed of and able to obtain your contact information as Pioneer Acres' newly elected president.

The second issue raised is that of chain link fencing. There has never been a proposal or a requirement for a chain link fence to demarcate TrailNet property and Pioneer Acres property. The trail development plans, submitted with the development permit application and shared at local public meetings, have always indicated that there would be post and wire fence running along TrailNet's east property line. This was approved in the Direct Control bylaw which is available through the Rocky View County website.

The third issue is that of removal of Pioneer Acres former road access. The approach that Pioneer Acres had developed and used in the past was located on Alberta TrailNet

PROMOTING A TRAIL NETWORK, INCLUDING THE TRANS CANADA TRAIL, CONNECTING ALL ALBERTANS

property. The new Trail approach required a culvert to facilitate drainage. The old Pioneer Acres approach did not include a culvert and was down slope of the trail approach. Last December, prior to the trail construction crew pulling their equipment out for the winter, TrailNet had to make an immediate decision regarding removal of the old Pioneer Acres approach to avoid water build up and spring flooding in the area. There was a series of emails between Pioneer Acres, the County, TrailNet and the Town of Irricana at the time. The County contacted TrailNet's consultant indicating that, as the area was within Irricana's municipal boundary, it would require Irricana's attention to help resolve the matter. The County requested that TrailNet contact Irricana regarding removal of the old access and Pioneer Acres concern and need for an alternate access solution. Irricana's CAO promptly investigated and contacted Pioneer Acres and Rocky View County to indicate what the Town would provide by way of a new approach. From your letter it appears that both the Town and County have since assisted with additional improvements to the new access to Pioneer Acres parking.

Parking is not permitted along TWP Rd 274. Trail parking is located at the established trailheads in Beiseker and Irricana (Irricana trailhead is located on RR263A south of the furthest residence on the way south out of Irricana). We hope to put in a permanent washroom here in the near future for Trail users. If needed, additional signage indicating where the trail parking is located can be provided.

We have always seen Meadowlark Trail and Pioneer Acres as local partners in the future. We heard that one of your young volunteers walked home to Beiseker on the Meadowlark Trail after working her shift during Pioneer Acres Days. People attracted to your events will have the added amenity of a lovely trail to walk and cycle on safely with their young families, and trail users will have the opportunity to discover and learn about Alberta's agricultural history by visiting Pioneer Acres Museum and events.

In conclusion, we appreciate hearing of your concerns and hope that this info provides some clarity regarding these issues and that a more collegial relationship and improved communications can be achieved between our organizations. We would welcome the opportunity to meet with you.

Sincerely



Linda Strong-Watson
Executive Director
Alberta TrailNet Society



Jeannette Richter
Chairperson
Meadowlark Trail Society



September 20, 2022

Honourable Tyler Shandro
Minister of Justice and Solicitor General
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Shandro:

I am writing in response to your August 26, 2022 letter to Her Worship Debra Dueck, Mayor of the Town of Tofield regarding the recently announced changes to victim services. Alberta Municipalities greatly appreciates your reversing the changes to the Victims of Crime fund and benefits program that were introduced in 2020 and expanding both eligibility and benefit amounts. However, I would like to clarify your statement that Alberta Municipalities was engaged on and was consulted on the new zonal governance model as proposed by the provincial government.

Alberta Municipalities administration did attend a two-hour virtual engagement on November 9, 2020, where, along with other discussion materials, three test concepts for service delivery and governance were presented. However, these test concepts were not discussed in detail, nor was there any mention of changes to service delivery that would require caseworkers and administrative staff to reapply for their positions. Accordingly, I can confidently confirm that Alberta Municipalities was not consulted, nor provided the ability to give feedback on behalf of its member municipalities, regarding the proposed delivery specifics of victim services. During this discussion and as a more general statement, Alberta Municipalities only noted the importance of ensuring sustainable funding and equitable access to victim services for all Albertans, regardless of the service delivery and governance model.

I look forward to the upcoming engagement on this important topic and working with you to preserve and enhance the supports and services available to victims of crime across Alberta.

Sincerely,



Cathy Heron, President, Alberta Municipalities

cc: Alberta Municipalities members
Rural Municipalities of Alberta



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52496

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin. All forms of racism are unacceptable, and endorsing this definition is just one way Alberta’s government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,

Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs