

**TOWN OF IRRICANA
AGENDA
REGULAR MEETING OF COUNCIL
Date: November 7, 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 October 17, 2022 Organizational Meeting
 - 2. Minutes from October 17, 2022 Regular Council Meeting
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. Irricana Library Report
- H. OLD BUSINESS**
 - 1. None
- I. NEW BUSINESS**
 - 1. RFD – Bylaw 006:2022 (CAO Bylaw)
 - 2. RFD – Write-off Inactive Utility Accounts
- J. COMMUNICATION / INFORMATION**
 - 1.
- K. FOLLOW-UP/ACTION & STATUS**
 - 1. Motion Tracking
- 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

Organizational Meeting of Council

Date: October 17, 2022; Time: 7:00 P.M.

Location: Council Chambers; Irricana Centennial Centre; 222 – 2nd Street

ATTENDANCE

Jim Bryson, Kim Schmaltz, Lisa McAree,
Julie Sim, Nathaniel Fleming
Staff: Corinne Newman, Interim CAO

CALL TO ORDER

The Organizational Meeting of October 17, 2022 was called to order by the Interim Chief Administrative Officer, Corinne Newman at 7:03 pm.

NOMINATIONS AND ELECTIONS

Interim Chief Administrative Officer's Call for Nominations for the Office of Mayor

Kim Schmaltz nominated Jim Bryson

Jim Bryson accepted the nomination

Julie Sim nominated Jim Bryson

Jim Bryson accepted the nomination

No other Nominations were presented

Election of Mayor

Jim Bryson elected as Mayor

Interim Chief Administrative Officer, Corinne Newman turned the meeting over to Mayor Bryson who assumed the Chair.

Mayor's Call for Nominations for Deputy Mayor

Jim Bryson nominated Kim Schmaltz

Kim Schmaltz accepted the nomination

No other Nominations were presented

Election of Deputy Mayor

Kim Schmaltz elected as Deputy Mayor

COMMITTEE APPOINTMENTS

(i) Council Committee Appointments:

Aqua 7 Water Commission

Nathaniel Fleming
Julie Sim (alternate)

Assessment Review Board

Nathaniel Fleming
Jim Bryson (alternate)

Community Futures Wild Rose

Julie Sim
Lisa McAree (alternate)

Facility Advisory Board

Nathaniel Fleming
Kim Schmaltz (alternate)

Historical Committee

Kim Schmaltz
Jim Bryson (alternate)

Library Board

Lisa McAree
Nathaniel Fleming (alternate)

Municipal Planning Commission (MPC) / Subdivision Approval

Jim Bryson
Nathaniel Fleming (alternate)

Rocky View Foundation

Jim Bryson
Julie Sim (alternate)

Rocky View Handibus

pending

Rockyview East Recreation Board

Kim Schmaltz
Jim Bryson (alternate)

Subdivision and Development Appeal Board

Julie Sim
Kim Schmaltz (alternate)

Beiseker School

Kim Schmaltz

Jim Bryson (alternate)

OTHER BUSINESS

- (i) Committee of the Whole
Council to meet first Tuesday of each month at 7:00 p.m., beginning November 1, 2022.

ADJOURN

- (i) 186:22 Moved by Mayor Bryson to adjourn the meeting at 7:16 p.m.

Mayor Bryson

Corinne Newman
Interim Chief Administrative Officer

TOWN OF IRRICANA

Minutes of the Regular Meeting of Council held

Date: October 17, 2022 Time: 7:00 pm

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

ATTENDANCE

Mayor: Jim Bryson
Deputy Mayor: Kim Schmaltz
Councillors: Nathaniel Fleming, Lisa McAree, Julie Sim
Interim CAO: Corinne Newman

CALL TO ORDER

The meeting was called to order by Mayor Bryson at 7:15 p.m.

AGENDA

- (i) Adopt Agenda
187:22 Moved by Councillor McAree to adopt the Agenda as presented.
CARRIED

PRESENTATIONS

- (i) Fortis Alberta – Sunny Parmar
Presentation: 7:16 pm to 7:38 pm (left the meeting at 7:43 pm)

MINUTES

- (i) Minutes from October 03, 2022 Regular Council Meeting
188:22 Moved by Deputy Mayor Schmaltz to accept the Minutes of the Regular Meeting of Council for October 03, 2022, as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) FCSS and Community Services 3rd Quarter Report
- (ii) Proposed Community Special Events and Volunteer committee

189:22 Moved by Mayor Bryson to direct administration to advertise for Volunteers for the Proposed Community Special Events and Volunteer Committee.
CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) RFD – Fortis Alberta
190:22 Moved by Councillor Sim to direct administration to provide written notice to Fortis Alberta the intent to increase the franchise fee from 0.00% to 8.00% for the Town of Irricana, effective January 1, 2023.
In Favour: Mayor Bryson, Deputy Mayor Schmaltz, Councillor McAree, Councillor Sim
Opposed: Councillor Fleming
CARRIED
- (ii) RFD – Appointment of Chief Administrative Officer
191:22 Moved by Councillor Fleming to appoint Doug Hafichuk as the Chief Administrative Officer for the Town of Irricana, effective date October 24, 2022.
CARRIED
- (iii) RFD – Amend Signing Authority: Policy 2.11
192:22 Moved by Mayor Bryson that Interim CAO, Corinne Newman be removed from all Town of Irricana signing authority and Doug Hafichuk be added as a signing authority for the Town of Irricana, effective October 24, 2022, and to update Authorized Signature Policy 2.11 as presented.
CARRIED

COMMUNICATION/INFORMATION

- (i) Financial Report
- (ii) Rocky View Regional Paratransit Initiative
193:22 Moved by Councillor Fleming to direct Administration to contact Paul Siller, General Manager Rocky View Regional Handibus Society, inviting him to attend a Council meeting to present their community transit program initiative.
CARRIED
- (iii) ARPA (Alberta Recreation & Parks Association)
194:22 Moved by Mayor Bryson to approve the Town of Irricana becoming a municipal member of ARPA, Alberta Recreation & Parks Association, with the required membership fee of \$300.00.
CARRIED
- (iv) Economic Development Resources
- (v) Community Futures Wild Rose

195:22 Moved by Deputy Mayor Schmaltz to accept Communication / Information items J-1 to J-5 as presented.
CARRIED

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.*
Written questions were presented

CLOSED SESSION

- (i) None

ADJOURN

- (i) Adjournment
196:22 Moved by Mayor Bryson to adjourn the meeting at 7:43 pm.

Mayor Bryson

Corinne Newman
Interim Chief Administrative Officer

Irricana Library Report-Committee Report

September Virtual Traffic-Report provided by Marigold

- 415

September (In person and phone support)

- 696

September Computer Usage

- 20

Regular Programs

- Book Club
- Virtual story time every Sat
- Various crafts and activities

Upcoming Events/Future Planning

- Received nomination recognition for the Minister's Award for Municipal and Public Library Excellence
- Boys and Girls Club, FCSS, Town of Irricana and Beiseker to participate in Family Halloween event October 22
- Halloween Events on October 28 & 29
 - Pumpkin Carving, movie, and crafts
- Participating in Christmas on Main Dec 02,2022
- Board is working on the Plan of Service for 2023-2028
- Completing 2023 budget. Board approved by Oct 31,2022
- Present to Council Year in Review during November Council meeting
- Creating more outreach programming within our community

Additional Funding

- Grant Opportunities
- Fundraising opportunities

We are more than just books!!! Programs and services are free (Nominal amount charged for printing and photocopying)

Contact

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: Doug Hafichuk, CAO

Date: November 7, 2022

Subject: Bylaw 006:2022

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

MGA Section 205

KEY ISSUES AND BACKGROUND:

As outlined in the Municipal Government Act, *Every Council must establish by bylaw a position of Chief Administrative Officer.*

The CAO is the administrative head of the municipality and ensures that the policies and programs of the municipality are implemented. As well, the CAO advises and informs Council on the operations and affairs of the Municipality, performs the duties and functions, as well as exercises the powers assigned to a chief administrative officer by this, and other enactments or those assigned by Council.

On October 17, 2022, a Motion of Council was made appointing Doug Hafichuk as CAO for the Town of Irricana, however, a Bylaw is required to establish the position.

Therefore, Bylaw 006:2022, which establishes the position of Chief Administrative Officer, appointing Doug Hafichuk as CAO for the Town of Irricana is being presented to Council.

BENEFITS:

To adhere to the requirements of the MGA and provide a clear framework for CAO roles and responsibilities for the Town of Irricana.

DISADVANTAGES:

None

ALTERNATIVES:

None as the MGA outlines the requirement to establish by bylaw the position of Chief Administrative Officer.

IMPLICATION ON FINANCES:

As determined by annual salary.

RECOMMENDATION:

That Bylaw 006:2022 be given the required readings by Council to enact the position of CAO, as defined in the MGA, Section 205(1).

RECOMMENDED MOTION:

- 1) That Bylaw 006:2022, a bylaw to establish the position of Chief Administrative Officer be read for a first time this 7th day of Nov 2022.
- 2) That Bylaw 006:2022, a bylaw to establish the position of Chief Administrative Officer be read for a second time this 7th day of Nov 2022.
- 3) That Bylaw 006:2022, a bylaw to establish the position of Chief Administrative Officer be given unanimous consent for a third and final reading this 7th day of Nov 2022.
- 4) That Bylaw 006:2022, a bylaw to establish the position of Chief Administrative Officer be read for a third and final time this 7th day of Nov 2022.

BYLAW NO. 006:2022

Being a Bylaw of the Town of Irricana, in the Province of Alberta, to establish the Position of Chief Administrative Officer

WHEREAS Section 205 of the Municipal Government Act S.A. 2000, c.M-26-1 provides that Council must by bylaw establish the position of Chief Administrative Officer.

NOW THEREFORE, The Council of The Town of Irricana, in the Province of Alberta, Duly assembled enacts as follows:

- 1 This Bylaw shall be referred to as the “Chief Administrative Officer Bylaw”.

DEFINITIONS

- 2 In this Bylaw:
 - a) “Act” shall mean the Municipal Government Act, S.A. 2000, c.M-26.1
 - b) “Council” shall mean the Council of the Town of Irricana acting as a duly assembled meeting thereof.
 - c) “Town” shall mean the Municipal Corporation of the Town of Irricana.
 - d) “CAO” shall mean the Chief Administrative Officer of the Town of Irricana who may also be referred to as the “Town Manager”.

APPOINTMENTS

- 3 There shall be created the position of Chief Administrative Officer of the Town of Irricana who shall carry out any and all of the executive and administrative powers, duties and functions assigned to the CAO under the Act, or any other enactment or any and all powers, duties and functions delegated by Council.
- 4 Council by resolution shall appoint the person who will serve as CAO and prescribe the conditions and terms of employment.
- 5 The CAO may in accordance with section 209 of the Act delegate any of the powers, duties and functions assigned to the CAO to any employee of the Town.
- 6 The Council may, by resolution, appoint and prescribe the duties of an acting manager where absence may prevent the CAO from performing his/her duties, or where there exists a vacancy in the position.

RESPONSIBILITY AND AUTHORITY

- 7 The CAO is responsible to Council for the overall administration of municipal operations of the Town in accordance with objectives, policies and plans approved by Council. In carrying out these responsibilities the CAO shall work in close liaison with the Council and supervise the Town’s administrative personnel and service contracts in the performance of their duties and responsibilities.

In addition to the powers, duties and functions generally assigned and delegated under this bylaw, the Act or by Council, the CAO shall:

- a) Coordinate and direct presentations by administrative staff to Council on policy proposals and ongoing municipal operations making recommendations thereon where appropriate.
- b) Ensure the Council receives such information and reports as it requires to make effective policy decisions and monitor the effectiveness of administrative operations.
- c) Attend, or be represented by a delegate, all meetings of Council and Council Committees and assist in the decision making process by providing advice,

guidance and consultation as required.

- d) Report to the Council on the effectiveness of its policies and programs and recommend changes thereto to achieve council's objectives.
- e) Coordinate, direct and supervise the implementation of the policies and programs of the Council, reporting regularly of the progress thereon to Council.
- f) Communicate with the Mayor and Councillors in preparation of agendas for Council meetings.
- g) Enforce or cause to be enforced all bylaws and resolutions of the Town.
- h) Catalogue the policies of the Council and ensure that information concerning these policies is distributed to and understood by affected administrative personnel.
- i) Review the Town's organization and departmental structure regularly and advise Council of changes made to improve operation effectiveness or efficiency.
- j) Cause the development of satisfactory procedures concerning budget preparation and financial reporting of the Town's revenues and expenditures including:
 - i) Preparation and submission to Council of annual budgets with appropriate explanations and substantiating information with potential cost reductions and eliminations identified which would not change established programs.
 - ii) Quarterly reports to the Council of operating and capital revenues and expenditures with explanations of significant variations and account reallocations.
 - iii) Reports to Council on any other matter either administrative or financial, which relates to the Town operations as may be requested by Council or which, in the opinion of the CAO, should be reported to Council.
- k) Perform liaison with other local governments and the provincial government when required.
- l) Ensure the prompt and proper handling by the administration of all requests, inquiries, and complaints by residents of the Town including development of policies and procedures for dealing with complaints.
- m) Keep fully informed of the transactions of all committees, boards and commissions authorized by Council and to further provide coordination with committees outside of the scope of Council legislative power pertinent to the daily operations of the Town's business.
- n) Keep informed about governmental and community affairs and ensure that the Council and the Town employees are made aware of significant trends.
- o) Perform other duties as may be required by Council or where a matter is not specifically referred to herein and where the CAO deems it proper and expedient to implement changes, he may take such recommendations to Council as may be appropriate.
- p) Exercise such natural person powers under the Act as may be consistent with or required to implement the powers, duties and functions assigned

PERSONNEL ADMINISTRATION

- 8 All department heads, employees and agents of the Town are subject to the supervision and control of the CAO.
- 9 The Chief Administrative Officer shall develop for approval of Council, comprehensive employee policies and programs covering the selection, compensation, development, retention, appraisal and placement of Town employees.

- 10 The CAO shall have the authority to appoint, promote, discipline and dismiss any employee *as per the town's "Selection, Supervision, Discipline and Termination Policy"*.
- 11 The CAO shall determine the rates of remuneration for any employee within adopted salary and wage ranges and with consideration given to approved budget appropriations.

EXPENDITURE AUTHORITY

- 12 The CAO shall be the Town's Chief Purchasing Agent and shall have the authority to expend funds and arrange the purchase of goods and services as required as per the approved budget.
- 13 The CAO shall ensure that any and all goods and services are purchased as per the Town Purchase and Procurement Policy.

DELEGATION AND ORGANIZATION

- 14 The administration of the operations of the Town shall be organized and illustrated on an organization chart. Except for the purpose of official inquiry or emergency, the Council shall deal with and control the administrative service through the CAO and Council shall require that its directives be carried out through the offices of the CAO.

EVALUATION, SUSPENSION AND TERMINATION

- 15 In conjunction with the finalization of the annual budget, the Council or a committee thereof shall establish with the CAO, the goals and objectives for the coming appraisal year. At the end of each year the Council or a committee thereof, may evaluate the performance of the CAO, making such recommendations as may be deemed necessary. Such review will be documented and will also consider the rate of remuneration for the CAO and the non-salary and fringe benefits received.

CODE OF ETHICS

- 16 The Code of Ethics of the International City/County Management Association is hereby adopted as reference as Appendix "A" attached hereto, with the express intent that this shall be the code of professional behaviour expected of the CAO.

APPOINTMENT

- 17 Mr. Doug Hafichuk is hereby appointed as the Chief Administrative Officer for the municipality and shall exercise the powers and perform those duties assigned herein.
- 18 Bylaw **006:2010** is hereby repealed in its entirety.
- 19 This Bylaw shall take effect on the date of the third and final reading.

Read for a first time this 7th day of November 2022.

Read for a second time this 7th day of November 2022.

Given unanimous consent for a third and final reading this 7th day of November 2022.

Read for a third and final time this 7th day of November 2022.

Mayor Jim Bryson

Chief Administrative Officer

Appendix "A"**CODE OF ETHICS**

1. Be dedicated to the concepts of effective and democratic local government by responsible elected officials and believe that professional general management is essential to the achievement of this objective.
2. Affirm the dignity and worth of the services rendered by the government and maintain a constructive, creative and practical attitude towards urban affairs and a deep sense of social responsibility as a trusted servant.
3. Dedicate oneself to the highest ideals of honour and integrity in all public and personal relationships in order that one may merit the respect and confidence of the elected officials, of other officials and employees, and of the public which they serve.
4. Recognize that the chief function of local government at all times is to serve the best interests of all of the people.
5. Submit policy proposals to elected officials, provide them with the facts and advice on matters of policy as a basis for making decisions and setting community goals, and uphold and implement municipal policies adopted by elected officials.
6. Recognize that the elected representatives of the people are entitled to the credit for the establishment of municipal policy; responsibility for policy execution rest with the Manager.
7. Refrain from participation in the election of the members of one's employing legislative body, and from all partisan political activities which would impair one's performance as a professional administrator.
8. Make it One's duty to continually improve one's ability and to develop the confidence of one's associates in the use of management techniques.
9. Keep the community informed on municipal affairs, encourage communication between the citizens and all municipal officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of the public service.
10. Resist any encroachment on their responsibilities, believing one should be free to carry out official policies without interference and handle each problem without discrimination on the basis of principle and justice.
11. Handle all matters of personnel on the basis of merit so that fairness and impartiality govern one's decisions pertaining to appointments, pay adjustments, promotions and discipline.
12. Seek no favour; believe that personal aggrandizement or profits secured by confidential information or by misuse of public time is dishonest.

Code of Ethics adopted 1983 International City Management Assoc.

Request for Decision

To: Mayor Bryson and Council

From: Doug Hafichuk CAO

Date: November 7, 2022

Subject: Write-off of Water/Sewer Accounts

CORRELATION TO STRATEGIC PLAN OR POLICY:

Budget 2022; Utility Penalty Bylaw 005:2021

KEY ISSUES AND BACKGROUND:

In March 2020, a Financial System conversion was completed, changing the Town's financial software to the current Muniware system, which included utility and tax billings.

In this conversion, older Utility Accounts that had been closed in the previous software and carried a credit balance, were set to 'A' - Arrears and produced Utility Bills. The Account(s) are not active, but not yet closed due to outstanding charges, either a debit or a credit. Once paid in full, the system will automatically set the account to 'C' – Closed after a zero bill is produced. Accounts with a credit balance will remain as Arrears until the credits are dealt with.

There are currently 15 of these Utility Accounts which received final billings during 2012 to 2021, with a total credit balance of \$187.93. Attempts to locate the previous owner(s) in order to refund any credit may be time consuming and cumbersome as many of these accounts have no forwarding address, and most are minimal credit balances.

In order to close these 15 Utility Accounts, administration would like to request a Motion from Council to write off the remaining credit balances, as follows:

<u>Utility Account</u>	<u>Date Closed</u>	<u>Amount</u>
1000-001	2015 March	\$ 97.57 CREDIT
27300-005	2016 Sept	\$ 13.60 CREDIT
32400-001	2017 March	\$ 0.08 CREDIT
33800-001	2016 Feb	\$ 0.43 CREDIT
35200-001	2015 Aug	\$ 21.29 CREDIT
37200-001	2012 Mar	\$ 13.92 CREDIT
38000-002	2021 Dec	\$ 0.58 CREDIT
38600-001	2017 June	\$ 0.92 CREDIT
39200-000	2015 Oct	\$ 5.41 CREDIT

<u>Utility Account</u>	<u>Date Closed</u>	<u>Amount</u>
39500-000	2017 Aug	\$ 2.57 CREDIT
42700-000	2016 Mar	\$ 4.01 CREDIT,
45400-000	2014 Aug	\$ 13.37 CREDIT
46700-001	2015 Apr	\$ 8.61 CREDIT
51100-000	2015 Sept	\$ 0.20 CREDIT
60200-001	2015 Apr	\$ 5.37 CREDIT
TOTAL WRITE-OFF		\$187.93 CREDIT

BENEFITS:

- 1) Eliminates the number of outstanding Arrears accounts currently on the books.
- 2) The status would change to Closed, reducing Administrative follow up and no further Utility Bills would be produced.

DISADVANTAGES:

- 1) None

ALTERNATIVES:

- 1) Accept the request to write off the 15 Utility Account Credit balances, for a total of \$187.93, to enable these accounts to be closed.
- 2) Deny the request and leave these old accounts on the books, with attempts to locate previous owners to refund the credit balance, incurring additional costs.

IMPLICATION ON FINANCES:

- 1) This would be added to the 2022 Budget line item for Bad Debt, as a credit.
- 2) This would reduce the debited budget line item.

RECOMMENDATION:

Administration recommends Alternative #1 above.

RECOMMENDED MOTION:

That Council approve the request to write off \$187.93 in outstanding credit balances on 15 inactive Utility Accounts with final billings between the years 2012 to 2021, to enable these accounts to be closed, as follows:
1000-001/\$97.57; 27300-005/\$13.60; 32400-001/\$0.08;
33800-001/\$0.43; 35200-001/\$21.29; 37200-001/\$13.92;
38000-002/\$0.58; 38600-001/\$0.92; 39200-000/\$5.41;
39500-000/\$2.57; 42700-000/\$4.01; 45400-000/\$13.37;
46700-001/\$8.61; 51100-000/\$0.20; 60200-001/\$5.37.

Motion Tracker

Motion #	Description	Action Required	Motion Date	Due Date	Completed	Comments	Last Update
194:22	ARPA Membership	to approve the Town of Irricana becoming a municipal member of ARPA, Alberta Recreation & Parks Association, with the required membership fee of \$300.00.	17-Oct-22	30-Nov-22			
193:22	RockyView Regional Paratransit	to direct Administration to contact Paul Siller, General Manager RockyView Regional Handibus Society, inviting him to attend a Council meeting to present their community transit program initiative	17-Oct-22	21-Nov-22			
192:22	Amend Signing Authority	that Interim CAO, Corrine Newman, be removed from all Town of Irricana signing authority and Doug Hafichuk be added as a signing authority for the Town of Irricana, effective October 24, 2022, and to update Authorized Signature Policy 2.11 as presented.	17-Oct-22	24-Oct-22	No	Signed/Sealed Minutes to Bank (once passed) Policy 2.11 updated	
190:22	Fortis Alberta Franchise Fee	to direct Administration to provide written notice to FortisAlberta the intent to increase the franchise fee from 0.00% to 8.00% for the Town of Irricana, effective January 1, 2023.	17-Oct-22	30-Nov-22		Sunny Parmar, Relations Manager	
189:22	Community Special Events Committee	to direct Administration to advertise for Volunteers for the proposed Community Special Events and Volunteer Committee	17-Oct-22	02-Jan-23		Follow with Brook (FCSS)	
180:22	Rec Centre Repairs & Upgrade	that Council approve the unbudgeted expenditures totalling \$30,016.00 as follows: Emergency Roof repairs paid from Recreation Budget (\$11,000.00); Grant from RV County allocated to repairs (\$10,000.00); Transfer from Reserve if required at year end if Recreation Budget is overbudget (\$9,016.00).	03-Oct-22	30-Nov-22			
179:22	MSI: Community Hall	that Council support the amendment of the MSI grant funding allocation for the Community Hall Phase 3 Renovations and request an additional \$32,425.00 for the project.	03-Oct-22				
168:22	ATCO Gas Franchise Fee	that the ATCO Gas and Pipelines Ltd Franchise Fee percentage be increased from 11.18% to 14.18%, effective January 1, 2023.	19-Sep-22	02-Jan-23		Letter of Intent sent Advertisd in RV Weekly	

Motion Tracker

Motion #	Description	Action Required	Motion Date	Due Date	Completed	Comments	Last Update
20:22	Strategic Planning Date	to direct administration to research the availability and costs associated with a third party consultant in reviewing and developing an updated strategic plan for the Town of Irricana	14-Feb-22		No		
024:21	Fibre Optics	to direct Administration to investigate options for Tether Fibre Optics servicing Irricana, and bring the information back to Council at the March 15, 2021 meeting.	01-Feb-21		No	In Progress	
114:18	Animal Control	to direct administration to contact alternative options for animal control	03-Apr-18		No	In progress	
74:18	Dedication to Volunteer Firefighters	to proceed with a dedication to the Irricana Volunteer Fire Fighters, with a plaque attached to an old fire hydrant to be located in Founder's Park on the established cement base.	05-Mar-18		No	Hydrant & Plaque installed - Main Street. Dedication pending	