

**TOWN OF IRRICANA
AGENDA
REGULAR MEETING OF COUNCIL
Date: November 21, 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 November 7, 2022 Regular Council Meeting
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. None
- H. OLD BUSINESS**
 - 1. None
- I. NEW BUSINESS**
 - 1. RFD – Roll 15250 Waiving of 2022 Minimum Tax
 - 2. RFD – Direction to Negotiate Leases with Ag Society
 - 3. RFD – Adjust Committee of the Whole Meeting Date
 - 4. RFD – Council Meeting Dates for December 2022
- J. COMMUNICATION / INFORMATION**
 - 1. Irricana Ag Society – Thank You letter to Council
- 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**
 - 1. Closed Session to consider the confidential item `Council Code of Conduct `pursuant to Bylaw 002:2022, Section 22.
 - 2. Closed Session to consider the confidential item `Legal Guidance from Officials`, pursuant to the FOIP (Freedom of Information and Protection of Privacy Act), Sections 24 & 27.
- N. ADJOURN**

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
Date: November 7, 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
CAO: Doug Hafichuk

CALL TO ORDER

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

AGENDA

- (i) Adopt Agenda
197:22 Moved by Councillor Fleming to adopt the Agenda as presented.
CARRIED

PRESENTATIONS

- (i) None

MINUTES

- (i) Minutes from October 17, 2022 Organizational Council Meeting
198:22 Moved by Councillor McAree to accept the Minutes of the Organizational Meeting of Council for October 17, 2022, as presented.
CARRIED

199:22 Moved by Councillor Fleming to accept the Minutes of the Regular Meeting of Council for October 17, 2022 as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) Irricana Library Report
200:22 Moved by Councillor Fleming to accept Committee Report G-1 as presented.
CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) RFD – CAO Bylaw 006:2022
201:22 Moved by Deputy Mayor Schmaltz that Bylaw 006:2022, being a bylaw to establish the position of Chief Administrative Officer for the Town of Irricana be read for a first time this 7th day of November, 2022.
CARRIED

202:22 Moved by Councillor McAree that Bylaw 006:2022, being a bylaw to establish the position of Chief Administrative Officer for the Town of Irricana be read for a second time this 7th day of November, 2022.
CARRIED

203:22 Moved by Councillor Sim that Bylaw 006:2022, being a bylaw to establish the position of Chief Administrative Officer for the Town of Irricana be given unanimous consent for a third and final reading time this 7th day of November, 2022.
CARRIED

204:22 Moved by Councillor Fleming that Bylaw 006:2022, being a bylaw to establish the position of Chief Administrative Officer for the Town of Irricana be read for a third and final time this 7th day of November, 2022
CARRIED

- (ii) RFD – Write off of Water / Sewer Accounts
205:22 Moved by Deputy Mayor Schmaltz to 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 account 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.
CARRIED

COMMUNICATION/INFORMATION

- (i) None

FOLLOW-UP/ACTION & STATUS

- (i) Motion Tracking
206:22 Moved by Mayor Bryson to direct administration to contact the Irricana Fire Chief to discuss a plan for a dedication of the Main Street fire hydrant at the Christmas on Main event.
CARRIED.

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
207:22 Moved by Deputy Mayor Schmaltz to adjourn the meeting at 7:28 pm.

Mayor Bryson

Doug Hafichuk
Chief Administrative Officer

Request for Decision

To: Mayor Bryson and Council

From: Doug Hafichuk, CAO

Date: November 21, 2022

Subject: Tax Roll 15250 – Cancel 2022 Minimum Tax

DECISION: To comply with the MGA under Part 10 Taxation.

CORRELATION TO STRATEGIC PLAN OR POLICY: Municipal Government Act, Section 347 (1), states that Council may cancel or refund all or part of a tax.

KEY ISSUES AND BACKGROUND:

A request has been submitted from a property owner, legally described as Block 2, Lot 2, Plan 0514328, to waive the 2022 Minimum Tax, totaling \$479.27.

Up until 2014, this piece of land was assessed as taxable farmland, with the minimum tax being applied. In 2014, a new Assessment Code was established for this particular strip of land as Rural Buffer (Code 12).

This Assessment Code is specific to Irricana and applied to this particular property. This new Assessment Code does not exempt the minimum tax, only to identify the parcel with this class code.

Council has waived the minimum tax for this particular property in previous years.

It is the recommendation from Municipal Affairs that based on the Town of Irricana's Tax Rate Bylaw, Section (2), which references the minimum tax being applied per parcel, that the property owner request this annually, with a Motion of Council on record.

BENEFITS:

1. Decisions of Council be transparent, fair and equitable.

DISADVANTAGES:

1. Setting a precedent for other properties paying the minimum tax to challenge the decision and request the same.
2. Decreased tax revenue.
3. Increased taxes to general municipal tax to compensate.

ALTERNATIVES:

1. To deny the request to waive the minimum tax.
2. To approve the request to waive the 2022 minimum tax portion of \$479.27 for Tax Roll #15250, legally described as Block 2, Lot 2, Plan 0514328.

IMPLICATION ON FINANCES:

1. The amount of the minimum tax being waived.

RECOMMENDATION:

Alternative #2.

RECOMMENDED MOTION:

To approve the request to waive the 2022 minimum tax portion of \$479.27 for Tax Roll #15250, legally described as Block 2, Lot 2, Plan 0514328.

Request for Decision

To: Mayor Bryson and Council

From: Doug Hafichuk, CAO

Date: November 21, 2022

Subject: Direction to Negotiate Leases with Ag Society

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

The Town of Irricana and the Irricana Ag Society have entered into lease agreements for the operation of various Town-owned facilities, specifically:

- Founders Park for the purposes of operating the campground (and ancillary amenities). Under the lease, the Irricana Ag Society pays the Town 30% of net revenues.
- The Rec Center for the purposes of providing community-oriented programming. Under the lease the Irricana Ag Society pays an annual rental fee (\$15,225.01 in 2022);

The Founders Park agreement is set to expire on December 31st, 2022 and the Irricana Ag Society has expressed an interest in renewing the existing agreement. At Council's direction, Administration will work with Ag Society leadership to finalize an updated agreement for consideration at a future Council Meeting.

Further, should Council wish to extend the lease for the Rec Center beyond 2023, Administration recommends that the lease be negotiated in parallel with the Founders Park agreement as a matter of simplicity / convenience.

BENEFITS:

1. Existing leases have proven to deliver value to the Town and the Public.
2. Builds important community-level relationships.
3. Provides opportunities for services to be delivered that not otherwise be.
3. Minimizes the amount of Town resources required to operate the facilities.

DISADVANTAGES:

1. The Town may lose some level of control over the use and scheduling of facilities.

ALTERNATIVES:

1. To allow the existing lease(s) to lapse.
2. Such that Council deem appropriate.

IMPLICATION ON FINANCES:

1. The Rec Center agreement generated \$15,225.01 (2022) in rent. It is reasonable to assume a similar figure will be received each year of a renewed agreement.
2. The Founders Park agreement is anticipated to generate a profit in 2022, although the dollar value is currently unknown. Year-end financials are expected to be provided to Council in December 2022.

RECOMMENDATION:

Administration should be directed to work with the Irricana Ag Society to negotiate leases for each of the Rec Center and Founders Park, and provide draft agreements to Council for consideration.

RECOMMENDED MOTION:

THAT Administration be directed to negotiate with the Irricana Ag Society for the renewal of leases for Founders Park and the Rec Center.

Request for Decision

To: Mayor Bryson and Council

From: Doug Hafichuk, CAO

Date: November 21, 2022

Subject: Adjust Committee of the Whole Meeting Date

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

On October 17th, 2022, Council voted to establish a Committee of Whole, scheduled “...to meet first Tuesday of each month at 7:00pm”.

With the Committee being established by Council, only Council may amend the date and time in which the Committee meets.

In order to advance Bylaws to Council for consideration at the December 5th, 2022 Council meeting, the Committee of the Whole needs to meet prior to the otherwise scheduled date of December 6th, 2022, with November 29th, 2022 being the recommended date.

BENEFITS:

1. Committee of the Whole has an opportunity to review updated Bylaws prior to consideration at Council, ensuring that Bylaws are properly crafted for Council’s consideration.

DISADVANTAGES:

N/A

ALTERNATIVES:

1. Council may choose to hear Bylaw updates directly at the December 5th, 2022 Council Meeting without first being reviewed by Committee.
2. The Committee of the Whole meeting may occur on December 6th, 2022 as currently scheduled, with matters coming to Council in January.
3. Such that Council deem appropriate.

IMPLICATION ON FINANCES:

N/A

RECOMMENDATION:

The December 6th, 2022 Committee of the Whole meeting be rescheduled to November 29th, 2022.

RECOMMENDED MOTION:

THAT the December 6th, 2022 Committee of the Whole meeting be rescheduled to November 29th, 2022 at 7:00pm.

Request for Decision

To: Mayor Bryson and Council

From: Doug Hafichuk, CAO

Date: November 21, 2022

Subject: Council Meeting Dates for December 2022

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

The *Council Procedural Bylaw (Bylaw 003:2022)* states that Council meetings will normally be held "...on the first and third Monday of each month at 7:00pm.". As such, Council is scheduled to meet on December 5th, 2022 and December 19th, 2022.

Council may, by way of motion, alter meeting dates and times when desirable to do so, and Administration suggests that Council consider cancelling the December 19th, 2022 meeting on the basis that:

- No delegations have expressed interest in presenting to Council on that date;
- Administration is not intending to bring any new business (Administration will be focused primarily on year-end activities);

Further, its anticipated that Christmas Season activities / holiday may result in limited participation by Council, Administration, and the Public.

BENEFITS:

N/A

DISADVANTAGES:

1. Delegations wishing to present to Council after December 5th, 2022 (Submissions due by November 28th, 2022) will have to wait until the first meeting in January 2023.

ALTERNATIVES:

1. Council may choose to hold the December 19th, 2022
2. Council may choose to reschedule the December 5th, 2022 meeting date
3. Such that Council deem appropriate.

IMPLICATION ON FINANCES:

N/A

RECOMMENDATION:

That the December 19th, 2022 Council Meeting to cancelled and that all business identified after November 28th, 2022 be deferred until January 2023.

RECOMMENDED MOTION:

THAT the December 19th, 2022 Council Meeting be cancelled.



Councillors of Irricana,

The Irricana & District Ag Society's 3rd Annual Jr. Rodeo was a great success. Thank you for sponsoring a buckle for the Jr Rodeo. We had kids participating in Mutton Busting, Barrel Racing, Goat Tying, Pole bending, Steer Riding, and the Wild Pony Race.

This year with the amazing support of our sponsors we were able to offer great awards for the kids.

We look forward to your continued support for our 4th annual Jr Rodeo September 9th, 2023.

Thank You,

Irricana & District Ag Society

Councillors of Irricana



Thank you for your Sponsorship of the Irricana Ag Society Junior Rodeo