

**TOWN OF IRRICANA
AGENDA
REGULAR MEETING OF COUNCIL
Date: January 23, 2023 Time: 7:00 P.M.
Location: Council Chambers: Irricana Centennial Centre, 222-2 Street**

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. PRESENTATIONS

E. MINUTES

1. Minutes from January 9, 2023 Regular Council Meeting

F. CORRESPONDENCE FROM PREVIOUS MEETING

G. COMMITTEE REPORTS

1. Irricana Library (Councillor Fleming)

H. OLD BUSINESS

I. NEW BUSINESS

1. Chief Administrative Officer Report
2. Mental Health Animator Survey
3. Assessment of Town Committees
4. Budget Adjustment – Sander Unit
5. Response to Motion 002:23

J. COMMUNICATION / INFORMATION

1. Motion Tracker for January 9th, 2023

K. COUNCILLOR UPDATE

L. 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 FOIP (Freedom of Information and Protection of Privacy Act), Sections 24 & 27.
3. Closed Session to consider a confidential item related to 'Labour' pursuant to MGA Section 197(4) and FOIP Sections 17 and 19.
4. Closed Session to consider a confidential item related to 'Mortgage Renewal' pursuant to MGA Section 197(4) and FOIP Section 25.

M. ADJOURN

TOWN OF IRRICANA

Minutes of the Regular Meeting of Council held

Date: January 09, 2023 Time: 7:00 pm

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

ATTENDANCE

Mayor: Jim Bryson
Deputy Mayor: Kim Schmaltz
Councillors: Nathaniel Fleming, Julie Sim
Lisa McAree – Absent with Permission (Motion 239:22)
CAO: Doug Hafichuk

CALL TO ORDER

The meeting was called to order by Mayor Bryson at 7:01 pm.

AGENDA

- (i) Adopt Agenda
001:23 Moved by Councillor Fleming to adopt the Agenda as presented.
CARRIED

PRESENTATIONS

- (i) RCMP Quarterly Report (Sgt Steven Huff)
Presentation: 7:01 pm to 7:09 pm
Sgt Huff left the meeting at 7:50 pm
- (ii) Community Links Update (Laurie Jacob-Toews / Dimitri Dimopoulos)
Presentation: 7:09 pm to 7:36 pm
Community Links Presenters left the meeting at 8:24 pm
- (iii) Rocky View Handibus (Paul Siller)
Presentation: 7:37 pm to 8:09 pm
Mr. Siller left the meeting at 8:10 pm

002:23 Moved by Deputy Mayor Schmaltz to direct Administration to investigate costs to support Rocky View Bussing for 2022/2023 funding.
CARRIED

MINUTES

- (i) Minutes of the Regular Meeting of Council for December 05, 2022.
003:23 Moved by Councillor Sim to accept the Minutes of the Regular Meeting of Council for December 05, 2022 as presented.
CARRIED

- (ii) Minutes of the Special Meeting of Council for December 23, 2022.
004:23 Moved by Mayor Bryson to accept the Minutes of the Special Meeting of Council for December 23, 2022 as amended, as follows:
 - 1) amend Attendance to read: Nathaniel Fleming absent with permission.
 - 2) amend Closed Session to read: Moved by Mayor Bryson to reconvene to the public portion of the meeting at 1:04 pm.CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) None

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) None

COMMUNICATION/INFORMATION

- (i) Marigold Library Report (November 2022)
- (ii) Motion Tracker for January 9, 2023

COUNCILLOR UPDATE

- (i) Roundtable discussion

CLOSED SESSION

- (i) 005:23 Moved by Mayor Bryson that Council go into closed session at 8:42 pm:
 - 1) to consider a confidential item related to 'Labour' pursuant to MGA Section 197(4) and FOIP Sections 17 & 19; AND
 - 2) to consider a confidential item related to 'Mortgage Renewal' pursuant to MGA Section 197(4) and FOIP Section 25.

006:23 Moved by Mayor Bryson to reconvene to the public portion of the meeting at 8:50 pm.
CARRIED

007:23 Moved by Deputy Mayor Schmaltz that Council accept the amendments to the CAO Contract as discussed in Closed Session.
CARRIED

ADJOURN

- (i) Adjournment
008:23 Moved by Councillor Fleming to adjourn the meeting at 8:51 pm.
CARRIED

Mayor Bryson

Doug Hafichuk
Chief Administrative Officer

Irricana Library Report-Committee report

Virtual Traffic (Report provided by Marigold)

- November 281
- December 219

In person/phone support

- November-577
- December- 454

Computer usage

- November- 15
- December- 1

We were closed over Christmas season from December 17-January 03

Regular programs

- Book club
- Virtual story time
- Various crafts and activities
- Rhyme Time Wednesdays January 18-February 8 (10:00am-10:45 am)-Community links
- Prospect Employment- Third Wednesday of each month

Events

- Participated in Christmas on Main-Community outreach
- Supported "Why I Love Irricana" campaign- Town of Irricana
- Family Grab bags- FCSS

Upcoming event and future planning

- Indigenous Artist- received Grant
- Annual report-Submit to province by February 28
- Board is working on the plan of Service for 2023-2028
- Applied for 2023 FCSS grants
- Fundraising campaign to assist with 2023 financials

We are more than just books!! Programs and services are free) nominal charge for printing and photocopying)

Contact

Instagram, twitter, Facebook, 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

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: January 23, 2023

Subject: Mental Health Animator Survey Results

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

The Town of Irricana (FCSS) and the Rural Health Network Project recently collaborated on a community assessment focused on “Rural Mental Health and Well Being”.

Supported by volunteer Cathryn Hagel (Irricana Rural Health Animator) the assessment involved an online survey whereby residents could provide specific and thematic feedback related mental health and well being.

Mental health awareness and support is a vital component to building a healthy community, and the insights gathered through this assessment (see attached “What We Heard Report”) provide Council and Administration with information to help support future programming decisions.

BENEFITS:

1. Better informed decision making based on data.
2. Direct participation by residents.

DISADVANTAGES:

1. No material disadvantage(s)

ALTERNATIVES:

Community Assessment Summary

Rural Mental Health and Well Being

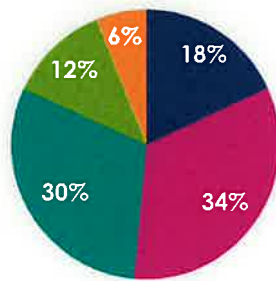
“What We Heard Report”

Community Assessment Conducted through Irricana Rural Mental Health Animator
Cathryn Hagel

Community Survey Participation Number: 33

Question 1: How would you rate your feelings as it relates to well-being within the Irricana Community?

Feelings Related to Well-Being in Irricana



■ Fantastic ■ Very Good ■ Good ■ Could be Better ■ Poor

Question 2: What Services, Events, supports etc. would you like to see in the Irricana Community that would support your sense of well-being and mental health.



More Mental Health Services, Workshops, Programs and Events



Access to Medical Services and a Local Doctor



More Family Based Activities, Programs, Events and Services



More Programming for Adults



Improved Relationships in the Community



Reduced Cost or No Cost for Community Programs and Events



Regular Town Hall Meetings



More programs, services and events for Children and Youth



More organized Sports available in Irricana



More Events that bring the Community Together



Increased Police Presence in the Community



Safe and Affordable Housing options for Seniors



More Fitness Programs and Services



Support Groups



Walking Club in Spring/Summer, Cross County Trails in the Winter



Transportation Services to Airdrie and Calgary

Question 3: What services, supports etc. currently exist that support your overall feeling of well-being/mental health?

- Library
- Fitness Programs
- Pharmacy
- Lions Club Events
- Ladies Club Events
- Grocery Store
- Community links
- Junior Rodeo Event

Question 4: What prevents you from utilizing services, events, program and other supports to increase your feelings related to well-being and mental health?

- There needs to be more Education or Awareness on Programs and Services Available
- More Programs, Services and Events need to be offered during Evening Hours or on Weekends.
- Cost is a Barrier
- Life is just Busy
- No Child Care Options to Attend Programs/Services
- Limited Choices in programs, events and services
- Town Politics Lack of Community Connectivity is an Issue
- Some Facilities aren't Wheelchair Accessible

Question 5: How could existing supports, programs and services improve?

- There needs to be more Community based Fitness and Wellness Programming available at the Irricana Recreation Center. Programs that support health and wellness should be able to rent space at a discounted price point.
- There should be a Monthly Calendar of Events. A one stop shop for all events, programs and services happening in the community.

Question 6: Why did you move to Irricana? What about this community supports your sense of well-being and belonging?

Positive

- Quiet
- Friendly
- Affordable Houses
- Great Neighbours
- Great Community
- Small Town Life
- Calming and Relaxing
- Safe
- Great place to raise a family
- Sense of Community
- Slower Paced Lifestyle
- Outdoor Recreation
- Close proximity to City Services
- Community Events
- Community Connection/Engagement

What can be Improved

- Business Stability
- Communication on all Community Events, Programs and Services
- More opportunities to Live, Work and Play
- Having to Bus Children to School
- Sense of Community
- Volunteerism
- Cost of Town Services
- Social Adult Activities
- Improved Internet Options
- More Amenities for Residents to Use
- Town Beautification
- Community and Town Drama- Adult Bullying
- More Opportunities for New Residents to Meet People in their Communities
- Mixing Rural and Urban Residents to build on community relationships and partnerships
- A Strategic Plan to Move Irricana Forward
- Community Spirit

Request for Decision

To: Mayor and Council

From: Chief Administrative Officer

Date: January 23, 2023

Subject: Assessment of Town Committees

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

The Town of Irricana utilizes various Committees, comprised of Town Officials and Community Volunteers, to provide guidance on specific aspects of Town business.

Administration notes that a number of these Committees either lack a clear Terms of Reference or have not met in a significant period of time.

Administration recommends a review of Town Committees to:

- a) Identify the Committees currently in place and their status.
- b) Identify which Committees have a Terms of Reference approved by Council.
- c) Assess that ongoing need for and viability of Committees
- d) Recommend changes, deletions, or alterations that may be beneficial.

The review will result in a summary report to Council (Recommended for April 2023) to clarify the status of Town Committees. Following that initial review, it is recommended that Council determine which Committees are still desired and ensure that a clear Terms of Reference is established for each prior to soliciting Committee Members.

BENEFITS:

1. A review of Town Committees ensures that Council is making informed decisions.
2. Gaps in policy and purposes can be addressed to ensure the effectiveness of Committees.
3. Committee Members have a clear understanding of their roles and how their contributions will benefit the community.
4. Existing Committees can be revitalized with a renewed purpose.

DISADVANTAGES:

ALTERNATIVES:

1. Maintain the Status Quo
2. Disband current Committees

IMPLICATION ON FINANCES:

1. No material implication(s)

RECOMMENDATION:

Administration recommends that a review of Town Committees be conducted.

RECOMMENDED MOTION:

THAT Administration be directed to complete a review of Town Committees and report back to Council in April 2023.

Request for Decision

To: Mayor and Council

From: Chief Administrative Officer

Date: January 23, 2023

Subject: Budget Request – New Sanding Equipment

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

The Sanding Unit owned by the Town for the maintenance of winter roadways is not currently operational, due to a failure of the unit's Control Board. The estimated repair cost is \$3700, excluding installation, with no warranty provided.

Given that the unit, which is approximately a decade old, performs with limited effectiveness when operational and has an established history of failures (2019, Control Board, \$3100 & 2020, Gearbox, \$1000), Administration recommends purchasing a new sanding unit.

Administration has reviewed options ranging from \$5200 to \$20,000 and, having considered operational needs, recommends purchasing a **Fisher Polycaster Salt Spreader for \$14,905**.

The recommended option provides sufficient capacity (2.5 cu yards) and is operationally appropriate for the type and frequency of use.

The price quoted includes professional installation and a 2 year warranty. Equipment servicing is available locally (Airdrie) and Administration anticipates a 10 to 15 year operating life.

BENEFITS:

1. Service Delivery Improvement (Reliability)
2. Reduced Labour Time

DISADVANTAGES:

1. Unplanned Capital Expenditure

ALTERNATIVES:

1. Repair existing sanding equipment for \$3,700
2. Reduce service levels

IMPLICATION ON FINANCES:

1. Capital Expenditure of \$14,905
2. Operational Expenditure of \$3,700 not required.

RECOMMENDATION:

Administration recommends that the Town purchases a **Fisher Polycaster Salt Spreader for \$14,905**

RECOMMENDED MOTION:

THAT the 2023 Budget be adjusted for the purchase of a new Sanding Unit, estimated at \$14,905.

78007-1

Fisher Polycaster Salt Spreader | 8'

8' POLY-CASTER™ POLY HOPPER SPREADER 2.5 cu yard capacity, Dimensions 117" x 63" x 51", 734 lbs.

- > Dual electric 12V motors, in-cab dual variable-speed controls, with external rear mounted conveyor dump switch
- > Stainless steel guides provide extra protection and durability.
- > Large 15½" polyurethane spinner delivers a spread pattern of up to 40'
- > FLEET FLEX Electrical System with Accessory Integration
- > Corrosion-resistant hopper, double-walled hopper is built of durable poly
- > Adjustable-height chute assembly and adjustable feed gate
- > Poly hopper covers that shield de-icing material from the elements
- > Top steel screen which helps break up large chunks
- > Spreading width up to 40'



FSHR-99766

Strobe Light Kit - Polycaster (Fleet Flex)

Supply and Install Fisher LED Strobe light kit



Plow Installation in our Airdrie Alberta Branch

13,500.00
x 1
13,500.00

425.00
x 1
425.00

980.00

Fisher Poly-Caster Pictures video



Options selected
Total CAD excluding tax

3 of 3
\$14,905.00

Terms and Conditions | Fisher Equipment

Quote valid for 30 days or until supplies last. Prices listed do not include tax and freight and are subject to change without notice. FOB Airdrie, AB. All prices are listed in Canadian dollars.

Deposit Required to Confirm Purchase

Deposit of \$5,000 CAD required on date of order and taken from final total above. Remaining balance due upon completion and prior to shipping.

To accept this quote and approve purchase, click on the checkbox below beside your name and the Approve Quote button. Our team will be in touch to confirm your order details and collect the deposit payment.

Response to Motion

To: Mayor and Council

From: Chief Administrative Officer

Date: January 23, 2023

**Subject: Response to Motion 002:23
(Rockyview Regional Handibus Society Funding)**

DECISION:

CORRELATION TO STRATEGIC PLAN OR POLICY:

KEY ISSUES AND BACKGROUND:

Mr. Paul Siller (General Manager, Rockyview Regional Handibus Society) provided a presentation to Council at the January 9 2023 Regular Meeting.

As part of the presentation, Mr. Siller asked Council to consider funding the Society's work, noting the per capita contribution rates were \$8.70 (2023), \$9.70 (2024), and \$10.70 (2025). Mr. Siller also indicated that in an effort to incentivize participation with the Society, the Town would qualify for a 50% reduction in contribution rates for the 2023 and 2024 budget years.

Following the presentation, Council directed Administration to (Motion 002:23) "...to investigate costs to support Rocky View Bussing for 2022/2023 funding".

Using the Province of Alberta's 2021 population figures (1,218), Administration present the following cost estimate for Council's consideration.

2023: \$5,298

2024: \$5,907

2025: \$13,302

| Year | Rate (per cap) | Population | Funding | 50% |
|------|----------------|------------|-------------|------------|
| 2023 | \$ 8.70 | 1218 | \$10,596.60 | \$5,298.30 |
| 2024 | \$ 9.70 | 1218 | \$11,814.60 | \$5,907.30 |
| 2025 | \$ 10.70 | 1218 | \$13,032.60 | - |

BENEFITS:

DISADVANTAGES:

ALTERNATIVES:

IMPLICATION ON FINANCES:

RECOMMENDATION:

RECOMMENDED MOTION:

Motion Tracker

| Motion # | Description | Action Required | Motion Date | Public / In Camera | Due Date | Status | Comments | Last Update |
|----------|------------------------------------|--|-------------|--------------------|-----------|-------------|---|-------------|
| 002:23 | Rocky View Handibus | to direct Administration to investigate costs to support Rocky View Bussing for 2022/2023 funding. | 09-Jan-22 | Public | | Closed | DH: Agenda Item 16 on January 23 2023 | 23-Jan-23 |
| 216:22 | Code of Conduct | that Deputy Mayor Schmaltz, Councillor Fleming and CAO Doug Hafichuk be designated to serve as investigators for the Code of Conduct complaint received on Nov 7, 2022 and report back to Council at the second regular Council meeting in Jan 2023. | 23-Nov-22 | Public | 23-Jan-23 | Closed | DH: Agenda Item L1 on January 23 2023 | 23-Jan-23 |
| 211:22 | AG Society Founders Park Lease | to direct Administration to negotiate with the Irricana AG Society for the renewal of leases for Founders Park and the Rec Centre. | 21-Nov-22 | Public | | In Progress | DH: Working with External Legal to Draft Appropriate Lease Documents. | 23-Jan-23 |
| 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 | Public | 02-Jan-23 | In Progress | DH: Aligned with Agenda Item 13 - Assessment of Town Committees | 23-Jan-23 |
| 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 | Public | | In Progress | DH: Proposal Review to be Complete in early Feb. | 23-Jan-23 |
| 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 | Public | | Closed | Council Decision to Close on Jan 9 2023, pending Strategic Plan DH: Administration recommends refreshing the motion or closing the item. | 23-Jan-23 |