



REGULAR MEETING OF COUNCIL

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: August 14, 2023 **Time:** 7:00PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. PRESENTATIONS

E. MINUTES

Item E1: Minutes from June 19, 2023 Regular Meeting of Council

F. CORRESPONDENCE FROM PREVIOUS MEETING

G. COMMITTEE REPORTS

H. OLD BUSINESS

I. NEW BUSINESS

Item I1: Community Services Report

Item I2: Chief Administrative Officer Report

Item I3: Renewal of Borrowing Bylaw

Item I4: Land Use Bylaw (Bylaw 007:2023) (First Reading)

Item I5: Alberta Municipalities (ABMunis) Fall Convention

J. COMMUNICATION / INFORMATION

Item J1: Cemetery Revitalization Committee Report

K. COUNCILLOR UPDATE

L. CLOSED SESSION

Item L1: CUPE Collective Agreement, Closed per Section 24(1) and Section 25(1) of the Freedom of Information and Protection of Privacy Act.

Item L2: Personnel - Evaluation, Closed per Section 17(1) of the Freedom of Information and Protection of Privacy Act.

M. ADJOURN

Item E1

Minutes from June 19, 2023 Regular Meeting of Council

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
Date: June 19, 2023 Time: 7:00 pm
Location: Council Chambers: Irricana Centennial Centre, 222 – 2 Street

ATTENDANCE

Mayor:	Jim Bryson
Deputy Mayor:	Kim Schmaltz
Councillors:	Nathanial Fleming, Julie Sim, Lisa McAree
CAO:	Doug Hafichuk

CALL TO ORDER

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

AGENDA

- (i) Adopt Agenda
Addition of Presentation Item D2: Amasco Construction Ltd. – Al Thom
101:23 Moved by Councillor McAree to adopt the Agenda as amended.
CARRIED

PRESENTATIONS

- (i) NERSA – Soccer Sports Complex (Rick Ball)
Presentation: 7:01 pm to 7:21 pm
Presenters left the meeting at 7:21 pm
- (ii) Amasco Construction Ltd. (Al Thom)
Presentation: 7:21 pm to 7:33 pm
Presenter left the meeting at 7:33 pm

MINUTES

- (i) Minutes of the Regular Meeting of Council for June 5, 2023.
102:23 Moved by Councillor Fleming to accept the Minutes of the Regular Meeting of Council for June 5, 2023, as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) None

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) Item I1: Request to Waive Minimum Property Tax
103:23 Moved by Deputy Mayor Schmaltz that the Minimum Property Tax requirement in Bylaw 005:2023 be waived for the subject lands as described in Attachment B.
CARRIED

104:23 Moved by Councillor Fleming to direct administration to investigate the feasibility of eliminating the policy of minimum tax and report back to Council
CARRIED
- (ii) Item I2: Request to Reduce/Waive Tax Roll Penalties
105:23 Moved by Deputy Mayor Schmaltz that the request to reduce or waive tax penalties for Tax Roll 8000 be respectfully denied.
CARRIED

106:23 Moved by Deputy Mayor Schmaltz that administration work with the property owner to establish a payment plan of up to 12 months in length, with future penalties on the current balance being waived if the terms of the agreement are adhered to.
CARRIED
- (iii) Item I3: Tri-Community Peace Officer Agreement
107:23 Moved by Councillor Sim that Council for the Town of Irricana agree to enter into the Tri-Community Peace Officer Program Agreement with the Village of Beiseker and the Village of Acme as presented.
In Favour: Mayor Bryson, Deputy Mayor Schmaltz, Councillor McAree, Councillor Sim
Opposed: Councillor Fleming
CARRIED
- (iv) Item I4: Chief Administrative Officer Report
108:23 Moved by Mayor Bryson that the Chief Administrative Officer Report be received for information.
CARRIED

COMMUNICATION/INFORMATION

- (i) None

COUNCILLOR UPDATE

- (i) Roundtable discussion

CLOSED SESSION

- (i) Closed to Public
109:23 Moved by Mayor Bryson that Council go into Closed Session at 8:13 pm to discuss an Employment matter, as per Section 17(1) and Section 24(1) of the Freedom of Information and Protection of Privacy Act.

(ii) Open to Public

110:23 Moved by Councillor McAree that Council reconvene to the public portion of the meeting at 8:32 pm

CARRIED

111:23 Moved by Mayor Bryson that the request be respectfully declined as discussed in Closed Session.

CARRIED

ADJOURN

(i) Adjournment

112:23 Moved by Councillor Fleming to adjourn the meeting at 8:32 pm.

CARRIED

Mayor Jim Bryson

Doug Hafichuk
Chief Administrative Officer

To: Mayor and Council
From: Chief Administrative Officer
Date: August 14, 2023
Purpose: **Provided for Information**
Subject: People & Community Services Update

Summary:

This report outlines key initiatives and activities undertaken by People & Community Services, specifically FCSS and Community Events through the spring and early summer of 2023.

Background and Discussion:

Part of the mandate for People & Community Services is the delivery of Family and Community Support Services (FCSS) and Community Programming for the residents of Irricana.

While FCSS programming must meet the prescribed Provincial mandate to "Promote and enhance the well-being of Albertans...", Community Services focus largely on promoting community engagement and developing a sense of community.

Programming Notes

1. **Updated New Residents Package:** Launched in April to help connect new residents with community programming and services, and promote interaction between community members. Coincided with a refreshed list of local businesses on Irricana.com.
2. **Easter Event and Dance:** Attracted over 400 participants for a day of activities, including an easter egg hunt, games, and a family dance.
3. **Community Clean-Up and Transfer Site Coupons:** Irricana residents received a coupon for the Rocky View Waste Transfer Site, with a discounted rate of \$20 (Regularly \$45).
4. **Popsicles for Positivity Campaign:** On Fridays throughout the Summer, children can craft a 'Kindness Rock' at the Irricana Library in exchange for a free popsicle.

5. **Canada Day and Fire Services Recognition:** 165 Participants joined to celebrate our Nation and recognize the 30th anniversary of Irricana Fire Department, including a Fire Services Dedication and Fire Hall Open House, culminating with a family dance and fireworks show.
6. **Family Movie Afternoon:** 42 participants joined to meet other community members and partake in a daytime screening of Disney's 'Moana' at the Irricana Community Hall(July).
7. **Summer Day Camps:** Provides children and youth with opportunities to learn essential values and life-skills, August 14-17, 2023.
8. **Green Thumb Awards:** An opportunity for the community to recognize the amazing efforts of our neighbors for beautifying the community one yard at a time.
9. **Babysitting and Home Alone Programs:** Providing Irricana and Beiseker youth with essential life and independence skills. Wait list registration is open with a fall date to be determined.
10. **Cup of Joy:** Delivered through the Rural Mental Health Project, daytime and evening opportunities to connect with neighbors over coffee, crafts, and various other activities.
11. **Volunteer Recognition Campaign:** Forthcoming opportunity to nominate and recognize great community volunteers. Nominations will be open until the end of October, and volunteers will be recognized during 'Christmas on Main'.

Administrative Notes

1. **Inter-Agency Leadership:** FCSS Irricana and FCSS Beiseker have taken on a leadership role by coordinating quarterly coordination meetings with approximately 15 service agencies operating in our communities.
2. **Increased Provincial Funding:** Adjustments to the Provincial funding model resulted in Irricana FCSS receiving approximately \$1,000 in unexpected funding.
3. **FCSS Education and Priorities Survey:** Building on previous community engagement efforts, FCSS will run an 'Education and Priorities' survey through the month of September in an effort to raise awareness of the FCSS mandate and seek general input into future priorities.
4. **Grant Funding Evaluation Matrix:** In response to increased demand and competitiveness in applications, 2024 FCSS Funding Applications (Open July 15, 2023 to November 1, 2023) updated evaluation criteria has been prepared to ensure adherence to the FCSS mandate and provincial indicators.

Financial Implication(s):

No financial implications. The report is provided for information only.

Recommendation:

Administration recommends that the report be received for information.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the People & Community Services Update be received for information.

Option #2:

As determined by Council.

Respectfully submitted,

“Doug Hafichuk”

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' - Presentation

Item I1

Attachment 'A' – Presentation from People & Community Services



FCSS and Community Service

Town of Irricana FCSS and Community Services 2nd Quarter Overview 2023

- The Town of Irricana in Partnership with our Mental Health Animator (Cathryn Hagel) received a \$20,000 Grant through the Canadian Mental Health Association and the Rural Mental Health Project to implement a program called the **Cup of Joy**. Planning for this project will involve a Community Action Team. The launch of this program was on July 5th and more information will be released soon on the FREE activities aligned to this program.
- FCSS Irricana has partnered with FCSS Beiseker and Closer to Home Community Services to host a Babysitting Program and a Home Alone Program in Irricana and Beiseker. Currently a registration list is out, with the hopes that we will have enough numbers to run the program in the fall of 2023.
- FCSS Irricana in collaboration with the Irricana Library are hosting the “Popsicles for Positivity Campaign” this allows kids to come to the library to create a Kindness Rock in exchange for a popsicle. This will be every Friday in the Summer.
- FCSS Irricana created a new Scoring Document for 2024 FCSS Applications. The Document was created with the FCSS mandate principles as well as the new Provincial FCSS indicators. Recommendations from the Application will come to Council in December of 2023 for funding approval.
- FCSS Irricana in partnership with FCSS Beiseker and the Beiseker Community School are collaboratively working on the Community Connections and Back to School Barbeque Event. FCSS Irricana will also be attending the Kathryn School Community Connections Event in late September.
- Closer to Home Community Services in Partnership with FCSS Irricana are hosting a Summer Day Camp in Irricana August 14-17th at the Irricana Lions Community Hall. This is for Youth ages 11+. It's a FREE program.



FCSS and Community Service

Town of Irricana FCSS and Community Services 2nd Quarter Overview 2023

- FCSS Irricana currently has a Volunteer Recognition Campaign coming out, Nominations will be available until the end of October and Volunteers will be recognized at the Christmas on Main Event.
- The Town of Irricana has promoted it's Community Clean-up Transfer Site Coupons in collaboration with the RVC Transfer site. Coupons were sent to all households in Irricana in May.
- FCSS Irricana in partnership with Stepping Stones for Mental Health have organized some Mindfulness in the Park Family Events. These events provide families and kids with fun activities. The next Irricana event will be July 14th from 12:00-3:00 pm at the Splash Park.
- In June of 2023 the Town of Irricana received notification from the Province that we received some additional funding towards the FCSS Budget. An added \$1000 (approximate) was added to the FCSS Budget for 2023 this will support internal FCSS programs scheduled for the remainder of 2023.
- FCSS Irricana and FCSS Beiseker have taken over the Interagency Meetings previously led by Community Links. The last meeting was hosted in May in Beiseker and included 15 different community partners with great discussions on programs and services available to local area residents. Information has been updated on the website or sent out via social media posts or to the schools.
- FCSS 2024 Funding Applications will be available July 15th, all previous groups will be emailed and information will be posted on Social Media, Newsletter and Website.
- FCSS Irricana is working on a Community FCSS Priority Survey for September 2023. Information gathered will support the creation of community FCSS priorities aligned to the FCSS mandate for the Town of Irricana. Included in this will also be an awareness Document about the Provincial FCSS program



FCSS and Community Service

Town of Irricana FCSS and Community Services 2nd Quarter Overview 2023

- The Irricana Library in partnership with the Town of Irricana and Irricana FCSS have implemented the New Resident Welcome Package again for 2023. We have received some great community support from local businesses and organizations. Packages are available for pick-up at the Irricana Library.
- The Irricana Library in partnership with FCSS Irricana have organized Family, Youth and other Events hosted through the Library. These events are all FREE.
- The Town of Irricana in partnership with Community Members organized the 2023 Car Cruise and Community Showcase Event. This event was a huge event seeing over 450+ participants , 20 plus Vendors and over 80 unique cars.
- The Irricana Easter Event hosted by Irricana FCSS was a huge success. This event also included a Family Dance and tons of games and activities hosted by an assortment of community partners. We saw over 450 people attend this event.
- Canada Day Events were hosted by The Town of Irricana, Irricana FCSS and the Irricana Fire Department. These events consisted of a Fire Dedication Event, Irricana Fire Department 30th Anniversary, Family Evening Dance and Fireworks. In Total at all events excluding the Fireworks there were approximately 165 people in attendance.
- On July 5th Irricana FCSS in partnership with other Community Groups hosted a Family Movie Afternoon. This event was well attend with 42 people and lots of fun had by all.
- The Town of Irricana and Irricana FCSS have had some tremendous Volunteer Support this year, we are always looking for more volunteers to be involved. It takes Community support to implement great community events. We want to thank all of the volunteers in the community who have assisted this year, we couldn't do it without your support.



FCSS and Community Service

Town of Irricana FCSS and Community Services 2nd Quarter Overview 2023

- The Green Thumb Awards are currently being advertised, community nominations will be open till the end of July and Winners will be picked the first week of August.
- FCSS Funded Program Partners (Provided direct programs and services to the Community on an ongoing basis)
 1. Irricana Library
 2. K.I.K Seniors Association
 3. Airdrie Disability Resource and Awareness Center
 4. Community Links
 5. Boys and Girls Club
 6. Kathryn School
 7. Closer to Home Community Services

To: Mayor and Council
From: Chief Administrative Officer
Date: August 14, 2023
Purpose: **Provided for Information**
Subject: Chief Administrative Officer Report

Summary:

This report from the CAO provides a high-level summary of key Administrative and Public Works activities from June 15, 2023 to August 11, 2023.

Background and Discussion:

The Chief Administrative Officer provides updates to Council on key initiatives, issues, and activities which may impact the Community or Council decision making, and this report emphasizes activities between June 15, 2023 and August 11, 2023.

Key Meetings & Discussions

1. Administration met with Janice Hupper (Relationship Manager, ATB Financial) to discuss current and future needs.
2. Administration met with Jim Den Beste to discuss greenspace maintenance support for KIK, Lions Park, and portions of the Meadowlark Trail.
3. Administration met with CUPE Local 37 to continue previous Collective Bargaining efforts, resulting in a tentative agreement being reached.
4. Administration met with Margaret Hagel of the Irricana Ag Society for an onsite review of the Founders Park Campground and discussion around future activities and maintenance items (e.g., Tree health, gopher control).

Economic Development Activities

1. The Town's application to the Green Municipal Fund (Grant) to cover costs associated with the Waste-Energy Feasibility Study was submitted in July. The team is currently working with the assigned Project Officer to provide additional

information/clarifications to support an approval decision. Clarifications are expected to be complete in August 2023.

2. MP Martin Shields arranged a tour of Sunterra's indoor greenhouse and food processing facility in Acme. The Mayor, Deputy Mayor, and CAO attended, alongside elected officials from other regional municipalities.

Administrative Activities

1. Administration issued a letter of thanks and a tax receipt following a generous donation (\$1,000) for the Irricana Cemetery from a Private Individual. The donation came from a resident of British Columbia, with a connection to Irricana, in appreciation for the efforts of the Cemetery Revitalization Committee's continued work.
2. Administration has reached out to NERSA to arrange a fulsome discussion and planning session about the Soccer Sports Complex proposed at the June 19, 2023 Regular Meeting of Council (Item D1).
3. The Tri-Community Peace Officer Agreement has been executed and recruitment complete. Officer Thomas is serving in a 'Bylaw Enforcement' capacity until an official Provincial Appointment as Peace Officer is granted (Expected in August/September).
4. Administration has been working with Rocky View County to transfer municipal responsibility for the CN Rail Crossing on Township Road 274 (Pioneer Acres). The transfer should have occurred when the land(s) were annexed by the Town in 2002.
5. Administration confirmed that it had supplied all requested/required information in relation to Alberta Environment and Parks' (AEP) investigation into potential Code of Practice contraventions in Spring 2022. AEP is expected to provide a report of facts and findings in Q3/Q4 2023.
6. Administration completed a 'Utility Cost Comparison' for urban-style members of the Aqua 7 network. Factoring for services delivered (i.e., Recycling), Irricana resident costs are approximately 0.9% higher than the average.
7. Review of the Irricana Land Use Bylaw is underway and was discussed at a Committee of the Whole meeting on June 6, 2023. An updated Land Use Bylaw is expected to come to Council in September 2023.
8. The Irricana.com redevelopment project continues to progress, with the refreshed website remaining on schedule to launch in September / October 2023.

9. Administration has (anecdotally) noted a significant uptick in requests for Tax Certificates and Property Compliance Reports, indicating healthy demand for local real estate through the Spring/Summer.

10. Administration has been working with Vendors (Muniware and Neptune) to address a software issue impacting water meter readings. A software and/or configuration issue prevents importing of water readings, resulting in new readings being entered manually.

Meter readings and utility bills remain accurate, however the issue results in approximately 5-7 manhours of manual work per billing cycle.

11. Administration has contracted a third party to produce updated Human Resources documentation, including a Personnel Policy, Health & Safety Manual, and Training & Development plans. Funding for these initiatives was included in the approved 2023 Town Budget. The project is trending on budget with an expected completion in October 2023.

12. The Town Office was closed to the Public on July 25, 2023 for an Organizational Day. Staff focused on identifying/sorting documentation for filing, archiving, and destruction, and disposing of 'Junk' materials that no longer had value or purpose (e.g., Broken chairs, date-specific event materials).

A second closure is scheduled for August 25, 2023 and will be / has been communicated through the Town's typical channels (i.e., Website, Social Media, Gateway Gazette).

13. Administration has been working to identify a Vendor (TBD) capable of secure document digitization and destruction and exploring software options to improve document retention and filing.

14. Administration has completed the 2023 Irricana Land Use Bylaw in preparation for Council's review and, if given First Reading, a Public Hearing.

Public Works Activities

1. Public Works took possession of the RAIKO Ice Breaker and performed initial testing to ensure functionality. The Ice Breaker is expected to significantly improve Snow and Ice Control activities, starting in the 2023/2024 season, but is also being considered for other potential (non-Winter) applications.

2. A new Chlorine Injection Pump was installed at the Water Plant and connected to the automated management system. All work was completed under the supervision of a qualified operator and there have been no issues with the new hardware.

3. Seasonal Staff (i.e., Summer Student) wage costs have trended below budget and the assignment has been extended through to the end of August 2023.
4. The Vendor providing Rodent Control Services in greenspaces has completed the first two (of three) applications, with very positive results. On this basis, Public Works intends to utilize the same method(s) on a routine basis, with activities occurring in the Spring to maximize impact.
5. The launch of a fulsome 'Water Meter Replacement Program' has been delayed until later in 2023, however, meter replacements continue on an as needed / opportunistic basis. Currently averaging 2-4 replacements per month.
6. Volumes in Irricana Wastewater Lagoon are being reduced through a controlled release into Crossfield Creek, under the supervision of a qualified operator. Downstream notifications were provided, with monitoring and testing protocols in place to meet Provincial and Federal regulations.
7. Public Works repaired a Water System leak along Henricks Drive. The issue was on the 'Municipal side' of the system and staff will work with the affected owner to remediate the property.
8. Public Works repaired a Water System leak on Main Street (2 Street). The issue was on the 'Municipal side' of the system and staff will work with the affected owner to remediate the property.
9. Public Works identified and addressed a sink hole at the intersection of Main Street (2 Street) and 3 Avenue. No municipal systems were impacted or found to be damaged/failing.
10. Public Works addressed a sanitary system blockage at a residence on 6 Street and, out of abundance of caution, reviewed nearby portions of the municipal system to confirm normal operation.

Financial Implication(s):

No financial implications. The report is provided for information only.

Recommendation:

Administration recommends that the report be received for information.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the Chief Administrative Officer Report be received for information.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

No Attachments

To: Mayor and Council
From: Chief Administrative Officer
Date: August 14, 2023
Purpose: Request for Decision
Subject: 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023)

Summary:

The Town of Irricana maintains a revolving line of credit to support cash flow, with the lender requiring an annual renewal of the Borrowing Bylaw.

Background and Discussion:

The Town of Irricana maintains a \$490,000 revolving line of credit (LOC) through ATB Financial (ATB). The LOC is in place to help support cash flow and provide short-term borrowing to ensure solvency.

The Municipal Government Act does not require the passing of an annual Bylaw, however, ATB requires an annual Bylaw as a condition of maintaining credit access as a safeguard.

The LOC was used periodically between (approx.) March 2023 and June 2023 to finance operating expenditures, with approximately \$995 in interest charges incurred during that period. The LOC balance is currently \$0.00 and is not anticipated to be used for the balance of the financial year.

Section 256 of the Municipal Government Act governs, stating:

"(1) This section applies to a borrowing made for the purpose of financing operating expenditures.

(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years."

Administration believes that maintaining access to short-term borrowing is an important cash-management strategy, safeguards against financial emergency, and that the existing value (\$490,000) is sufficient for the Town of Irricana.

Financial Implication(s):

No financial implications.

Recommendation:

Administration recommends that the 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023) be granted three readings.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023) be read for a first time this 14th day of August, 2023.

AND

Motion #2: **THAT** the 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023) be read for a second time this 14th day of August, 2023.

AND

Motion #3: **THAT** unanimous consent be given for a third and final reading this 14th day of August, 2023

AND

Motion #4: **THAT** the 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023) be read for a third and final time this 14th day of August, 2023.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023)

Item I3

Attachment 'A' – 2023 Municipal Line of Credit Bylaw (Bylaw 008:2023)

BYLAW 008:2023

A bylaw of the Town of Irricana, in the Province of Alberta, for the purpose of maintaining short-term credit access to finance municipal operations as specified in Section 256 of the Municipal Government Act.

WHEREAS pursuant to the Municipal Government Act, RSA 2000, c M-26, and amendments thereto Council may borrow funds for the purpose of financial operating expenditures;

AND WHEREAS the Town of Irricana recognizes that consistent access to short-term credit facilities is important to maintaining financial stability;

AND WHEREAS the Town of Irricana deems it desirable to borrow certain sums of money for the purposes of financing operating expenditures;

AND THEREFORE the Municipal Council of the Corporation of the Town of Irricana, duly assembled in Council, enacts as follows:

Title

1. This Bylaw may be cited as the *"2023 Municipal Line of Credit Bylaw"*.

Definitions

2. In this bylaw, the following definitions apply:
 - a. **"Chief Administrative Officer"** means the Chief Administrative Officer of the Town of Irricana or their authorized delegate;
 - b. **"Chief Elected Official"** means the person elected or appointed as the Chief Elected Official under Section 150 of the Municipal Government Act;
 - c. **"Municipal Government Act"** means the Municipal Government Act, RSA 2000, c M-26, as amended or replaced from time to time.

Effect

3. The Town of Irricana is hereby authorized to borrow from ATB Financial ("ATB") up to the principal sum of \$490,000, payable upon demand, at a rate of interest, determined from time to time by ATB, not to exceed 10% per annum, and that such interest shall be calculated daily.
4. The borrowing is a line of credit (LOC) repayable on demand and the Town of Irricana is required to pay accrued interest each month.

5. The Chief Elected Official and Chief Administrative Officer are authorized for and on behalf of the Town of Irricana:
 - a. to apply for or maintain the aforesaid loan and to arrange with ATB the amount(s), terms, and conditions of the loan and security / securities to be given to ATB;
 - b. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and the renewal of such negotiable instruments or evidences of debt;
 - c. to give or furnish to ATB all such securities and promised as ATB may require to secure repayment of such loans and interest thereon; and
 - d. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments, and transfers to and in favor of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Town of Irricana or in which the Town of Irricana may have any interest, and any other documents or contracts necessary to give to or to furnish to ATB the security or securities required by it.
6. The source(s) of money to be used to repay the principal and interest owing under the borrowing from ATB are municipal taxes, reserves, and grants.
7. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
8. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Town of Irricana decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph five (5) hereof and delivered to ATB will be valid and conclusive proof against the Town of Irricana of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document, or security.

Severability

9. If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of the Bylaw will remain valid and enforceable.

Repeal of Bylaw(s)

10. *Bylaw 005:2022*, being the *Municipal Borrowing Bylaw*, is repealed upon this Bylaw passing and coming into full force and effect.

Effective Date

11. *Bylaw 008:2023*, being the *2023 Municipal Line of Credit Bylaw*, is passed when it receives third reading and is signed pursuant to the *Municipal Government Act*.

READ A FIRST TIME this 14th day of August 2023.

READ A SECOND TIME this 14th day of August 2023.

UNANIMOUS CONSENT for THIRD READING given this 14th day of August 2023.

READ A THIRD TIME this 14th day of August 2023.

Jim Bryson
Mayor

Doug Hafichuk
Chief Administrative Officer

To: Mayor and Council
From: Chief Administrative Officer
Date: August 14, 2023
Purpose: Request for Decision
Subject: 2023 Irricana Land Use Bylaw (Bylaw 007:2023), First Reading

Summary:

The Town of Irricana is seeking to update the current Land Use Bylaw (circa 2010). The proposed Bylaw and accompanying Schedule 'A' are provided for Council's consideration and First Reading.

Background and Discussion:

Section 640(1) of the Municipal Government Act specifies that "*Every municipality must pass a land use bylaw*" for the purposes of regulating and controlling the development of lands within its municipal boundaries.

The Town of Irricana currently meets the legislated requirement through The Town of Irricana Land Use Bylaw (Bylaw 010:2010). A previous revised Bylaw was proposed in 2018 (Bylaw 007:2018) and approved by the Council of the day, but not executed and brought into effect.

Beginning in late-2021, work began on a fulsome rewrite of the Land Use Bylaw, including consultation with third-party subject experts (i.e., Registered Planning Professionals), resulting in the proposed *2023 Irricana Land Use Bylaw* presented with this report.

Section 692(1) of the Municipal Government Act requires that specific Planning Bylaws, including a Land Use Bylaw, include a Public Hearing before a Second Reading may be granted, with Sections 216.4 and 606 governing the process. In providing for those requirements, Administration suggests the following timeline:

First Reading Granted: August 14, 2023
Advertising Period #1: August 22, 2023 to August 29, 2023
Advertising Period #2: August 29, 2023 to September 5, 2023
Public Hearing: September 5, 2023
Final Reading Granted: September 18, 2023

Financial Implication(s):

No financial implications.

Recommendation:

Administration recommends granting First Reading to the 2023 Irricana Land Use Bylaw, as presented or amended, and that a Public Hearing be scheduled for September 5, 2023.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the 2023 Irricana Land Use Bylaw (Bylaw 007:2023) be read for a first time this 14th day of August, 2023.

AND

Motion #2: **THAT** Administration be directed to arrange for a Public Hearing on September 5, 2023, pursuant to the requirements stated in the Municipal Government Act.

Option #2:

As determined by Council.

Respectfully submitted,

“Doug Hafichuk”

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – 2023 Irricana Land Use Bylaw (Bylaw 007:2023)

Attachment 'B' – 2023 Irricana Land Use Bylaw (Schedule 'A')

Item I4

Attachment 'A' – 2023 Irricana Land Use Bylaw (Bylaw 007:2023)

BYLAW 007:2023

A bylaw of the Town of Irricana, in the Province of Alberta, for the purpose of adopting a new land use bylaw.

WHEREAS pursuant to the Municipal Government Act, RSA 2000, c M-26, and amendments thereto, a Council of a municipality must pass a land use bylaw;

AND WHEREAS the land use bylaw may prohibit or regulate and control the use and development of land and buildings within its municipal boundaries;

AND WHEREAS the Council of the Town of Irricana deems it desirable to adopt a land use bylaw;

AND WHEREAS the Council of the Town of Irricana did provide the opportunity to those persons affected by the land use bylaw to make suggestions and representations;

AND THEREFORE the Municipal Council of the Corporation of the Town of Irricana, duly assembled in Council, enacts as follows:

Title

1. This Bylaw may be cited as the “*2023 Irricana Land Use Bylaw*”.

Definitions

2. In this bylaw, the following definitions apply:
 - a. “**Municipal Government Act**” means the Municipal Government Act, RSA 2000, c M-26, as amended or replaced from time to time.
 - b. Definitions described in Schedule ‘A’.

Effect

3. Council hereby adopts this Land Use Bylaw for those lands contained within the municipal boundaries of the Town of Irricana.
4. Schedule ‘A’ hereto attached shall form part of the Bylaw.

Severability

5. If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of the Bylaw will remain valid and enforceable.

Repeal of Bylaw(s)

6. *Bylaw 010:2010*, being the *Town of Irricana Land Use Bylaw*, is repealed upon this Bylaw passing and coming into full force and effect.

Effective Date

7. *Bylaw 007:2023*, being the *2023 Irricana Land Use Bylaw*, is passed when it receives third reading and is signed pursuant to the *Municipal Government Act*.

READ A FIRST TIME this 14th day of August 2023.

READ A SECOND TIME this ____ day of _____ 2023.

READ A THIRD TIME this ____ day of _____ 2023.

Jim Bryson
Mayor

Doug Hafichuk
Chief Administrative Officer

Item I4

Attachment 'B' – 2023 Irricana Land Use Bylaw (Schedule 'A')

To: Mayor and Council
From: Chief Administrative Officer
Date: August 14, 2023
Purpose: **Provided for Information**
Subject: Alberta Municipalities 2023 Fall Convention

Summary:

The Alberta Municipalities Fall Convention and Trade Show is scheduled for September 27-29, 2023 in Edmonton, Alberta.

Background and Discussion:

Alberta Municipalities (ABMunis) represents the municipalities where over 85% of Albertans live (Summer villages, villages, cities, towns, and specialized municipalities), providing a variety of corporate services (e.g., Insurance, energy, and investments), education opportunities, and advocacy support to members.

ABMunis hosts two Member Conventions annually, a Spring Convention in Calgary and a Fall Convention and Trade Show in Edmonton. These conventions provide elected officials and senior administrators with networking and education opportunities and the chance to work collectively to shape policy and advocacy positions.

The 2023 Fall Convention is scheduled for September 27-29, 2023 in Edmonton and registration is currently open.

The Town of Irricana is a Member of ABMunis and Administration recommends Council consider sending a delegation to the Fall Convention to:

- 1) Participate in Elected Officials Education Seminars
- 2) Engage with the 1,100 Municipal and Business Leaders in attendance.
- 3) Participate and Vote on more than 20+ Policy Resolutions that inform future Advocacy Efforts.
- 4) Share the story of Irricana.

Financial Implication(s):

The inclusive cost per attendee (Registration, accommodation, etc) is approximately \$1200, with funds available within the approved 2023 Town Budget.

Recommendation:

1. Administration recommends Council consider sending a delegation of at least two members to the ABMunis 2023 Convention and Trade Show.
2. A decision should be made as soon as reasonably possible; Early Bird pricing is available until August 18, 2023, and reduced-cost accommodations have begun to sell out.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Administration's report be received for information.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

No Attachments

Item J1

Cemetery Revitalization Committee Report

Irricana Cemetery Revitalization Committee Report#4
Aug 1, 2023

Hello Doug and Jim

July is the month the weeds take over. I did whipper snipper twice and I believe Public Works cut the grass once. Spraying the weeds with weed killer and then the pop-up storms at night or dew in the morning just washes it away. So currently the weeds on the paths and under the main tree is out of control.

Gopher control from Greentech had its first treatment on the week of July 10th, I did fill in the holes the next day but came back not even 24 hrs later and they were all open again. These holes are getting huge. 2nd treatment was the week of July 25th, taking a walk today, I did see 2 little critters but that's a huge change from 2 weeks ago for sure. I did get a chance to meet Lisa from Greentech and she said she will be back for the third and final treatment this year in 2 weeks.

Lisa did mention that she can't get the gophers in the Hesselgrave plot, she does try to chance them out of there but she says they go to deep. Perhaps this Hesselgrave plot needs some extra love to make maintenance easier. It's a bit of a mess.

I did focus on Roy Cady's pillow headstone. The lichen likes to creep in and take over. I sprayed it with a product called Wet and Forget which the Lacombe cemetery uses on their headstones. This product will kill the lichen without harming the headstone.

McCulloch plaques were installed by Dennis and myself on July 4th. They look lovely and really stand out when you enter and exit the cemetery by the gate. We brushed the headstone first, used PL construction glue and made sure the tiles are sealed from any water getting into the back.

The 34 tiles of the unmarked graves are at the engraver, Homestead Design and Fabrication. I signed off on the final designs and had a few people help me with proof reading.

That's it for now.

Elaine Tracz

