TOWN OF IRRICANA

REGULAR MEETING OF COUNCIL

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: October 20, 2026 **Time:** 7:00PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. PRESENTATIONS

Item D1: Public Hearing for Land Redesignation *(In Conjunction with Item I1)*

E. MINUTES

Item E1: Minutes from October 5, 2026 Regular Meeting

F. CORRESPONDENCE FROM PREVIOUS MEETING

G. COMMITTEE REPORTS

H. OLD BUSINESS

I. NEW BUSINESS

Item I1: Land Use Bylaw Amendment Subsequent Readings *(Bylaw 005:2026)*
Item I2: Irricana Municipal Library Board Appointments
Item I3: Appointment of Election Officials
Item I4: Irricana Food Bank Facility Request
Item I5: Chief Administrative Officer Report

J. COMMUNICATION / INFORMATION

K. COUNCILLOR UPDATE

L. CLOSED SESSION

M. ADJOURN

Item E1

Minutes from October 5, 2026 Regular Meeting of Council

TOWN OF IRRICANA

MEETING MINUTES

REGULAR MEETING OF COUNCIL

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: October 5, 2026 Time: 7:00PM

A. ATTENDANCE

Mayor:	Julie Sim
Deputy Mayor:	Dawna Polson
Councillors:	Nathanial Fleming, Megan Hoefnagels
CAO:	Doug Hafichuk
Staff:	Patty Malthouse

B. CALL TO ORDER

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

C. AGENDA

(i) Item C1: Adopt Agenda

115:26 Moved by Deputy Mayor Polson to adopt the Agenda, as presented.
CARRIED

D. PRESENTATIONS

(i) Item D1: None

E. MINUTES

(i) Item E1: Minutes of the Regular Meeting of Council for September 21, 2026

116:26 Moved by Councillor Hoefnagels to accept the Minutes from the Regular Meeting of Council for September 21, 2026, as presented.
CARRIED

F. CORRESPONDENCE FROM PREVIOUS MEETING

(i) None

G. COMMITTEE REPORTS

(i) None

H. OLD BUSINESS

(i) None

I. NEW BUSINESS

(i) Item I1: October 19, 2026 Council Meetings (Provincial Referendum Conflict)

117:26 Moved by Councillor Fleming that Council reschedule the October 19, 2026 Regular Meeting of Council and annual Organizational Meeting to Tuesday, October 20, 2026.
CARRIED

(ii) Item I2: Municipal By-Election – Election Planning

118:26 Moved by Deputy Mayor Polson that Council establish Monday, December 14, 2026, as Election Day for the municipal by-election to fill a vacant Councillor-at-large position.
CARRIED

119:26 Moved by Councillor Hoefnagels that Council authorize an advance vote for the municipal by-election, to be held on Monday, December 7, 2026.
CARRIED

120:26 Moved by Councillor Fleming that Council endorse the appointment of an external Returning Officer and a Substitute Returning Officer for the municipal by-election, and direct Administration to bring forward the necessary appointment resolutions in accordance with the Local Authorities Election Act.
CARRIED

121:26 Moved by Mayor Sim that Council authorize an expenditure of up to $8,000.00 for the administration and conduct of the municipal by-election, to be funded from the Town's 2026 operating budget.
CARRIED

J. COMMUNICATION / INFORMATION

(i) None

K. COUNCILLOR UPDATE

(i) Item K1: Roundtable Discussion

Mayor Sim

1) Mayor Sim invited Council to discuss the Town's recent fall street cleaning, noting that this was the first year fall cleaning had been completed. Discussion explored whether this would be an annual

practice. It was noted that it helped collect debris and gravel that had accumulated on road surfaces.

Councillor Hoefnagels

1) Councillor Hoefnagels asked for feedback on the timing of the fall street cleaning, noting that completing the cleaning before the leaves had fallen may result in the need for additional cleaning.

   It was shared by Administration that fall street cleaning was introduced on a trial basis this year to help manage accumulated debris and gravel, keep catch basins clear, and maintain the Town's overall appearance and community pride. Historically, street cleaning has not been conducted in the fall.

   Councillor Hoefnagels also noted that maintaining clean streets contributes to the Town's overall appearance and community pride.

Councillor Fleming

1) Fall Street Cleaning: Councillor Fleming noted that some residents had expressed concerns regarding costs associated with the fall street cleaning. Although the Town owns the equipment, additional costs are incurred for water and fuel. He further asked about the overall benefits of the additional street cleaning.

2) 2026 Alberta Municipalities' Convention and Trade Show: Councillor Fleming provided feedback on the recent Alberta Municipalities Convention he attended Sept 23-25, noting that he found the experience interesting and offered observations on the breakout sessions and trade show.

3) Beiseker Medical Centre:
   Councillor Fleming shared information regarding a potential new medical service in Beiseker, with a doctor reportedly available two days per week from Langdon, along with a nurse practitioner. He noted that this would be a positive development for the surrounding communities.

Deputy Mayor Polson

1) Deputy Mayor Polson asked how the Manager of Operations evaluates and measures the effectiveness of fall street cleaning.

   In response to fall street cleaning inquiries, Administration shared that it was undertaken on a trial basis this year, weather permitting and prior to snowfall. With the Operations team's core seasonal tasks being well managed, the additional cleaning provided an opportunity to address accumulated debris and support the Town's overall cleanliness and appearance. The

initiative was considered a low-cost opportunity to enhance the community.

L. CLOSED SESSION

(i) 122:26 Moved by Mayor Sim that Council go into Closed Session at 7:32 pm to discuss the following:

Item L1: Development Incentive Policy – Background and Current Matter, closed per Section 29(1) of the Access to Information Act; and

Item L2: Community Futures Wild Rose – Update, Closed per Section 29(1) of the Access to Information Act.

123:26 Moved by Mayor Sim that Council reconvene to the public portion of the meeting at 8:26 pm.

124:26 Moved by Councillor Hoefnagels that Council direct Administration to prepare correspondence to Community Futures Wild Rose, as discussed in camera.
CARRIED

M. ADJOURN

(i) Adjournment

125:26 Moved by Councillor Fleming to adjourn the meeting at 8:26 pm.

_____
Julie Sim
Mayor

_____
Doug Hafichuk
Chief Administrative Officer

TOWN OF IRRICANA

Council Report

To: Mayor and Council

From: Chief Administrative Officer

Date: October 20, 2026

Purpose: **Request for Decision**

Subject: Land Use Bylaw Amendment (Bylaw 005:2026)

Summary:

Following First Reading of Bylaw 005:2026 on September 8, 2026, Administration completed public and agency circulation for the proposed Light Industrial redesignation. Submissions identified considerations relating to land-use compatibility, railway proximity, servicing, and drainage.

Administration remains satisfied that the proposed designation is appropriate and consistent with the Municipal Development Plan. Subdivision-related technical matters have been referred to the Municipal Planning Commission for its October 20 meeting.

Administration recommends Second and Third Readings of Bylaw 005:2026, subject to consideration of the Public Hearing submissions.

Background and Discussion:

At its September 8, 2026 Regular Meeting, Council granted First Reading to Bylaw 005:2026, proposing to redesignate approximately 4.1 acres of Lot 1, Block 2, Plan 0210178, municipally addressed as 173 1 Avenue, from Urban Reserve (U-R) District to Light Industrial (I-L) District.

The subject property is located along the northern boundary of Irricana, west of the Canadian National Railway corridor and approximately 150 metres west of Pioneer Industrial Park. The proposed redesignation would accommodate future light industrial development while retaining approximately 4.0 acres containing the existing residence and associated improvements under the U-R designation.

Administration's September 8 report provided a comprehensive assessment of the proposal, including its consistency with the Municipal Development Plan (MDP), surrounding land uses, transportation access, servicing requirements, environmental considerations, and potential municipal impacts.

The review concluded that the proposed redesignation was consistent with the MDP's longstanding direction for Business Industrial development in northern Irricana, and that no material planning or infrastructure concerns prevented the application from advancing.

Following First Reading, Administration completed public notification and circulated the proposed redesignation to five external agencies and nine adjacent landowners, with a submission deadline of October 13, 2026.

Responses were received from four agencies and one adjacent landowner. The submissions identified considerations relating to railway proximity, utility servicing, environmental protection, and compatibility with surrounding land uses.

A concurrent subdivision application (S2026:001) proposes the creation of two approximately 2.05-acre light industrial parcels, with the existing residential portion retained as a separate parcel. The subdivision application is scheduled for consideration by the Municipal Planning Commission (MPC) on October 20, 2026.

While the applications are closely related, they remain subject to separate statutory approval processes. Council is responsible for determining whether the proposed land-use designation is appropriate, while the MPC considers the subdivision configuration and associated technical requirements. Matters identified through circulation that relate specifically to subdivision have been referred to the MPC for consideration under S2026:001.

The proposed redesignation is now before Council for consideration of Second and Third Readings following the Public Hearing scheduled for October 20, 2026.

Public and Agency Circulation

Four of the five agencies circulated provided responses. No agency expressed an objection to the proposed land-use redesignation.

Canadian National Railway (CN Rail) identified several requirements intended to protect railway operations and manage potential impacts from adjacent development, including:

- A minimum 15-metre setback for industrial buildings from the railway right-of-way;
- Installation of a minimum 1.83-metre fence along the shared property boundary;
- Stormwater management measures to maintain pre-development runoff conditions and prevent adverse impacts on railway infrastructure; and

- Compliance with applicable requirements concerning the storage of flammable liquids.

CN also requested that future development applications within 300 metres of its railway corridor be referred for review.

Administration recognizes the importance of protecting railway operations and considers these comments relevant to the future subdivision and development of the lands. However, the requested measures relate primarily to building placement, site design, drainage, and operational activities rather than the underlying suitability of the proposed land-use designation.

Administration is not recommending additional land-use restrictions in response to CN's submission. The comments have been referred for consideration through the concurrent subdivision application and, where appropriate, subsequent development approvals.

ATCO Gas provided conditional acceptance of the proposed subdivision, identifying requirements relating to natural gas servicing, utility rights-of-way, and coordination of future infrastructure extensions.

Administration considers these matters appropriately addressed through the subdivision approval process. In particular, the identification and protection of necessary utility corridors can be considered prior to subdivision endorsement, without necessarily requiring the installation of natural gas infrastructure before a specific development is proposed.

FortisAlberta reviewed the proposed subdivision and confirmed that no additional utility easements are required. Future electrical servicing arrangements will be coordinated directly with the utility provider as development proceeds.

TELUS advised that it has no concerns with the proposed activities.

Aqua7 did not provide a response by the October 13 circulation deadline.

Adjacent Landowner Submission

One adjacent landowner, NY Venture Capital, provided written comments expressing general support for economic development and the creation of additional industrial assessment, while raising concerns regarding environmental protection, water supply, and compatibility with existing and potential future residential development.

The submission also suggested several alternative approaches, including a site-specific Direct Control designation restricting certain industrial activities, additional perimeter fencing, a single shared access, or consideration of country residential development instead of light industrial use.

Administration has reviewed these comments in the context of the Town's established planning framework, the proposed I-L District, and the surrounding land-use pattern but does not recommend pursuing a Direct Control District.

Administrative Analysis

Land-Use Compatibility and Surrounding Development

The proposed redesignation remains consistent with the Municipal Development Plan's longstanding direction for Business Industrial development in northern Irricana. The MDP has contemplated industrial development in this area since 2009, including activities requiring larger parcels and outdoor storage.

The surrounding area includes both existing residential properties and lands designated for potential future residential development. In particular, lands under the ownership of the adjacent landowner are designated Direct Control 3 (DC3), which contemplates residential development.

Administration recognizes that these lands may accommodate residential development in the future and that compatibility between industrial and residential uses is an appropriate planning consideration.

However, the presence of existing or potential residential development does not, in itself, make the proposed industrial designation inappropriate. The MDP establishes a broader land-use direction for the area that anticipates industrial development, and the proposed redesignation represents an incremental implementation of that direction.

The Light Industrial District under Section 7.7 of Land Use Bylaw 007:2023 provides for a range of industrial, storage, service, and related commercial activities. The District distinguishes between permitted and discretionary uses and establishes requirements relating to setbacks, landscaping, screening, and the management of potentially harmful or offensive activities.

Several potentially higher-impact activities, including automotive repair, auto salvage, major-impact industrial uses, and manufacturing establishments, are classified as discretionary uses. Other activities, including warehousing, storage facilities, parking lots, and minor-impact industrial uses, are permitted uses subject to the applicable provisions of the Land Use Bylaw.

Administration considers this framework appropriate for the subject lands. It accommodates a reasonable range of industrial activities while establishing development standards intended to manage compatibility with surrounding properties.

The adjacent landowner suggested that Council consider a Direct Control designation to provide greater oversight of future industrial activities. Such an approach could allow Council to establish more specific restrictions or development requirements for the property.

While this remains an available planning option, Administration does not consider a site-specific Direct Control District necessary in the circumstances. The existing I-L District is consistent with the MDP's intended land use, provides an established regulatory framework, and is considered appropriate for the nature and location of the proposed development.

Similarly, while country residential development may represent an alternative use of the lands, it is not the proposal presently before Council. Administration's assessment is directed toward whether the proposed Light Industrial designation is appropriate, rather than whether other potential uses might also be accommodated.

Environmental and Drainage Considerations

The adjacent landowner submission raised concerns regarding the proximity of a nearby watercourse and potential impacts on local water supplies.

The watercourse is located approximately 200 metres from the proposed redesignation area at its nearest point, with portions extending through both Irricana and Rocky View County.

Administration is not aware of any identified drainage connection between the subject lands and the nearby watercourse, or any documented groundwater or water-supply concerns associated with the proposed redesignation.

The subject lands are predominantly open and relatively flat, with no known history of significant drainage or flooding concerns. No physical or environmental constraint has been identified that would indicate the proposed Light Industrial designation is inappropriate.

The Municipal Development Plan, particularly Policy 7.2.8, establishes expectations respecting professional stormwater management information and the management of post-development runoff.

Administration has not required a detailed stormwater management submission at the redesignation stage. This reflects the nature of the application, which does not propose immediate construction, grading, or changes to existing drainage conditions.

The specific stormwater requirements associated with future development will depend upon the nature, scale, and configuration of the development proposed. Administration considers that detailed drainage design is more appropriately undertaken when sufficient information is available to assess the actual impacts of construction and site development.

CN Rail's comments reinforce the importance of ensuring that future development does not adversely affect drainage conditions or railway infrastructure. These considerations have been referred to the concurrent subdivision process and will remain relevant to subsequent development approvals.

Administration does not consider the environmental or drainage concerns identified through circulation to warrant withholding or modifying the proposed land-use redesignation.

Railway Proximity and Development Requirements

CN Rail's submission identified several measures intended to protect railway operations, including building setbacks, fencing, stormwater management, and restrictions associated with certain potentially hazardous activities.

The Town's Land Use Bylaw establishes general development standards for the I-L District but does not prescribe a specific 15-metre setback for industrial buildings adjacent to railway rights-of-way.

Administration acknowledges CN's interest in ensuring that development near its railway corridor is undertaken safely and with appropriate consideration for railway operations.

However, the requirements identified by CN relate primarily to the physical design and operation of future development. Their necessity and application will depend upon the nature of the development proposed and any independently applicable regulatory requirements.

Administration is not recommending additional land-use restrictions or a site-specific amendment to the I-L District in response to CN's submission.

Where relevant to the concurrent subdivision, these matters have been referred to the MPC for consideration at its October 20 meeting. Development-specific

requirements can be evaluated through subsequent development approvals, as appropriate.

Utility Servicing and Infrastructure

The agency circulation identified several technical considerations relating to future utility servicing, particularly the provision of natural gas infrastructure and associated rights-of-way.

These matters are relevant to ensuring that the proposed parcels can be reasonably serviced as development occurs. However, they do not present a material constraint to the proposed land-use designation.

Administration anticipates that the concurrent subdivision process will address the identification of necessary utility corridors and the preparation of appropriate servicing arrangements. This may include requirements to coordinate with utility providers and secure rights-of-way before subdivision endorsement.

Actual infrastructure installation can be considered in relation to the servicing requirements of future development, recognizing that not all industrial activities will require the same utility services.

No additional municipal water or sanitary sewer infrastructure is proposed as part of the redesignation. As identified in the September 8 report, future development is anticipated to rely upon individual servicing arrangements, subject to applicable approval requirements.

Administration has not identified any new servicing or infrastructure concerns through circulation that would change its original assessment of the proposed redesignation.

Consideration of Circulation Comments and Approval Authorities

Administration has distinguished between comments relevant to the suitability of the proposed land-use designation and those relating to the technical requirements of subdivision or future development.

Council's decision on Bylaw 005:2026 establishes the land-use framework for the subject property. It does not approve the proposed subdivision, authorize construction, or establish site-specific development requirements beyond those contained in the applicable Land Use Bylaw.

Technical matters relating to parcel configuration, utility rights-of-way, access, drainage, and other subdivision requirements have been referred to the Municipal

Planning Commission for consideration under S2026:001 at its October 20, 2026 meeting.

Where appropriate, the MPC may address these matters through conditions of subdivision approval, having regard to the applicable statutory requirements and the circumstances of the application.

Other matters, including building placement, screening, landscaping, operational impacts, and development-specific environmental requirements, will remain subject to the applicable provisions of the Land Use Bylaw and other regulatory requirements as future development proposals emerge.

This approach ensures that the comments received through circulation are considered by the appropriate approval authorities, without introducing unnecessary or premature technical requirements into the land-use redesignation process.

Financial Implication(s):

The proposal does not contemplate municipal capital investment in new roads, water, or sanitary sewer infrastructure. Any development-specific infrastructure requirements will be addressed through the applicable subdivision and development approval processes.

The proposed redesignation provides an opportunity to expand the Town's available industrial land supply and support future assessment diversification, consistent with Council's economic development objective.

Recommendation:

Administration has reviewed the agency and adjacent landowner submissions received following First Reading of Bylaw 005:2026. The comments have identified several legitimate planning and technical considerations, including railway proximity, utility servicing, drainage, environmental protection, and compatibility with surrounding land uses.

Administration considers that the existing Light Industrial District provides an appropriate regulatory framework for the subject lands and that technical requirements can be addressed through the applicable subdivision and development approval processes. No material information has emerged through circulation that changes Administration's original assessment of the proposed redesignation.

Subject to Council's consideration of any additional information presented during the Public Hearing, Administration recommends that Council proceed with Second and Third Readings of Bylaw 005:2026.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Council provide Second Reading to Bylaw 005:2026, being a bylaw to redesignate a portion of Lot 1, Block 2, Plan 0210178 from Urban Reserve (U-R) District to Light Industrial (I-L) District.

Motion #2: **THAT** Council provide Third Reading to Bylaw 005:2026, being a bylaw to redesignate a portion of Lot 1, Block 2, Plan 0210178 from Urban Reserve (U-R) District to Light Industrial (I-L) District.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – Bylaw 005:2026 (Land Redesignation)
Attachment 'B' – Agency Circulation Submissions
Attachment 'C' – Adjacent Landowner Submissions

Item I1

Attachment ‘A’ – Bylaw 005:2026 (Land Redesignation)

BYLAW 005:2026

A Bylaw of the Town of Irricana, in the Province of Alberta, to amend Bylaw 007:2023, being the 2023 Land Use Bylaw.

WHEREAS pursuant to the Municipal Government Act, RSA 2000, c. M-26, as amended, Council may adopt and amend a Land Use Bylaw;

AND WHEREAS the Council of the Town of Irricana adopted Bylaw 007:2023 on November 6, 2023, being the Irricana Land Use Bylaw;

AND WHEREAS an application has been received to redesignate a portion of Lot 1, Block 2, Plan 0210178 from Urban Reserve (U-R) District to Light Industrial (I-L) District;

AND WHEREAS Council has held a Public Hearing in accordance with the requirements of the Municipal Government Act on the 20th day of October, 2026;

AND THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Irricana, in the Province of Alberta, enacts as follows:

Title

1. This Bylaw may be cited as the "***Land Use Bylaw Amendment – Lot 1, Block 2, Plan 0210178.***"

Amendments

2. The Land Use District Map forming part of Bylaw 007:2023 is amended by redesignating a portion of Lot 1, Block 2, Plan 0210178 from Urban Reserve (U-R) District to Light Industrial (I-L) District, as identified and shown on Schedule "A", attached to and forming part of this Bylaw.

Continuity

3. Except as expressly amended by this Bylaw, all provisions of Bylaw 007:2023 remain unchanged and in full force and effect.

Severability

4. 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.

Effective Date

5. *Bylaw 005:2026*, being the *Land Use Bylaw Amendment – Lot 1, Block 2, Plan 0210178*, is passed when it receives third reading and is signed pursuant to the *Municipal Government Act*.

READ A FIRST TIME this this 8th day of September, 2026.

READ A SECOND TIME this ___ day of _____ 2026.

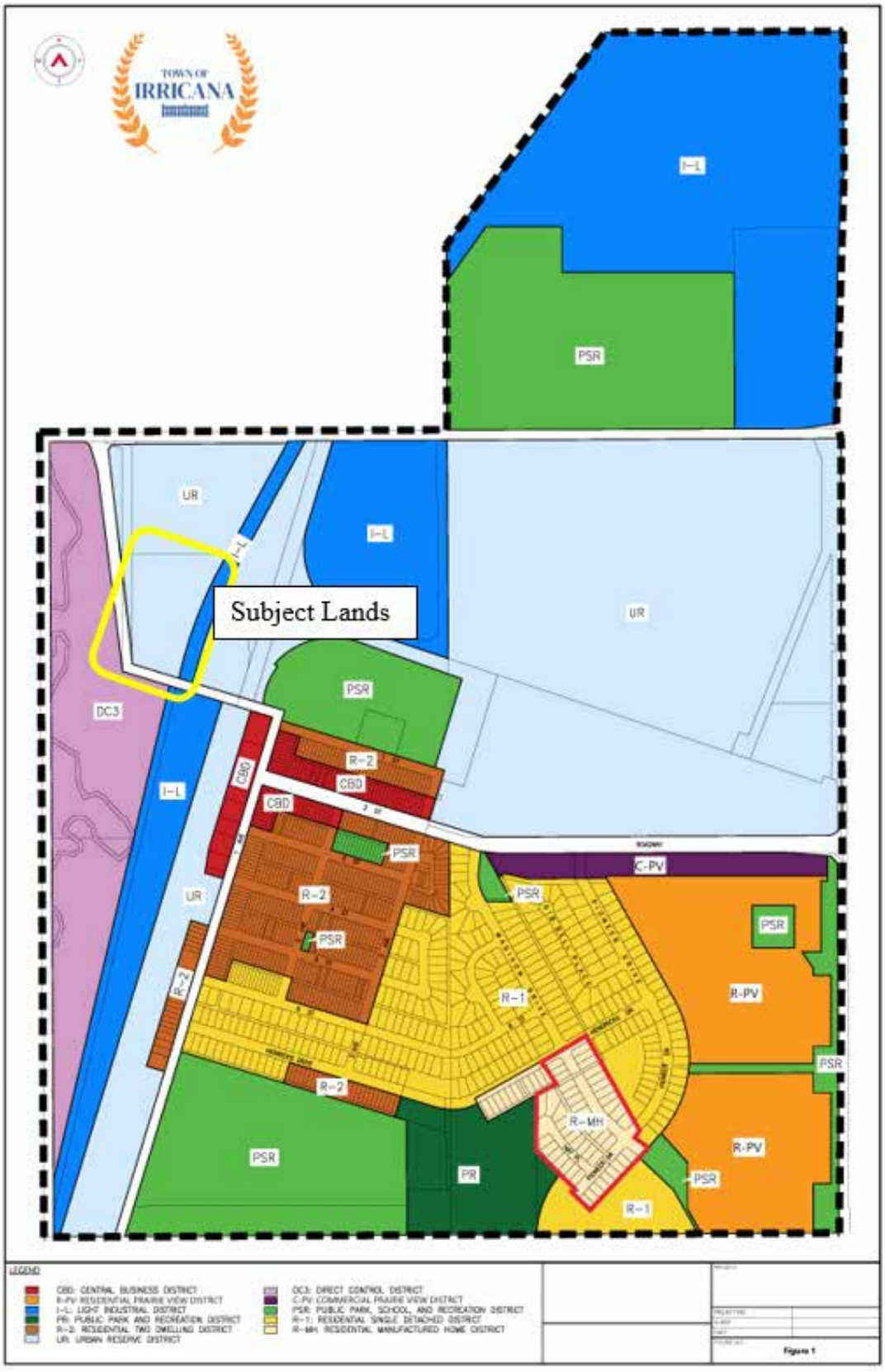
READ A THIRD TIME this ___ day of _____ 2026.

_____
Julie Sim
Mayor

_____
Doug Hafichuk
Chief Administrative Officer

SCHEDULE "A"
BYLAW 005:2026
Land Use Bylaw Amendment – Lot 1, Block 2, Plan 0210178

Schedule A – Page 1 of 2: Location Map



SCHEDULE "A"
BYLAW 005:2026
Land Use Bylaw Amendment – Lot 1, Block 2, Plan 0210178

Schedule A – Page 2 of 2: Redesignation Area



Item I1

Attachment ‘B’ – Agency Circulation Submissions

Doug Hafichuk

From: Irricana
Sent: October 1, 2026 2:26 PM
To: Doug Hafichuk
Subject: Fw: 2026-09-30_CN Comments_S2026:001_173-1 Avenue, Irricana, Alberta – Land Use Redesignation & Subdivision Circulation
Attachments: Circulation Package - CN Rail.pdf

Good Afternoon,

Please see below comments.

Sincerely,

Jennifer Bradley
Resident Services Clerk, **Town of Irricana**

[redacted]
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
W: www.irricana.com

From: [redacted]
Sent: Wednesday, September 30, 2026 1:37 PM
To: Irricana <Irricana@irricana.com>
Subject: 2026-09-30_CN Comments_S2026:001_173-1 Avenue, Irricana, Alberta – Land Use Redesignation & Subdivision Circulation

Hello,

Thank you for circulating CN on the attached application for land use redesignation and subdivision to accommodate light-industrial parcels. The subject site is located adjacent to CN's Three Hills subdivision and Main line.

CN, in partnership with the Railway Association of Canada (RAC) and the Federation of Canadian Municipalities (FCM), developed the Guidelines for New Development in Proximity to Railway Operations (www.proximityinitiative.ca) to promote appropriate land use planning and development near railway operations.

CN requests that the following requirements be secured as conditions of approval:

1. All proposed industrial buildings shall be set back a minimum of 15 metres from the railway right of way.

2. A minimum 1.83-metre-high chain link fence (or equivalent) shall be installed and maintained along the shared property line.

3. The storm water management facility must be designed to control storm water runoff to pre-development conditions including the duration and volume of the flow and accordingly have no impacts on CN right of way, including ditches, culverts and tracks. Any proposed alterations to the existing drainage pattern affecting railway property must receive prior concurrence from CN and be substantiated by a drainage report to the satisfaction of the Railway.

4. Setbacks for flammable liquid storage tanks shall comply with Transport Canada regulations, as determined by tank capacity, outlined in Table III of Schedule I of the Flammable Liquids Bulk Storage Regulations (C.R.C., c. 1148).

CN looks forward to reviewing a detailed site plan, and Stormwater Management Report.

Please submit all future development applications located within 300 metres of CN's right-of-way to Proximity@cn.ca for review and comment.

CN remains committed to the safe operation of its railway network and to protecting the health, safety, and well-being of its employees, customers, and surrounding communities. No construction or related activities shall adversely affect railway operations or infrastructure. A work permit is required for any work on CN property, and depending on the nature and location of the works, may also be required for works within 10 metres of the right-of-way, to ensure full compliance with CN's safety protocols and operational requirements.

Please do not hesitate to contact us should you require further information.

CN Proximity
Community Planning and Development | Legislative Affairs
proximity@cn.ca

From: Irricana@irricana.com

Sent: Sunday, September 27, 2026 12:45 PM

To: [redacted]

Subject: S2026:001 – Land Use Redesignation & Subdivision Circulation

CAUTION: This email originated from outside CN: DO NOT click links or open attachments unless you recognize the sender AND KNOW the content is safe.

AVERTISSEMENT : ce courriel provient d'une source externe au CN : NE CLIQUEZ SUR AUCUN lien ou pièce jointe à moins de reconnaitre l'expéditeur et d

Good morning,

Please find attached a circulation package regarding concurrent land use redesignation and subdivision applications for **173 – 1 Avenue, Irricana, Alberta (Lot 1, Block 2, Plan 0210178)**.

The Town is requesting your organization's review and any comments or requirements that should be considered as part of the application review. Additional details are provided in the attached circulation letter and supporting materials.

Comments are requested by *4:00pm on October 13, 2026*. If additional time is required, please let us know.

Please feel free to contact the Town if you have any questions or require additional information.

Thank you,

TOWN OF IRRICANA

Town of Irricana

P: (403) 935-4672 | **F:** (403) 935-4270

A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0

E: irricana@irricana.com **W:** www.irricana.com

Doug Hafichuk

From: Irricana
Sent: October 7, 2026 11:26 AM
To: Doug Hafichuk
Subject: Fw: 320177656 S2026:001 – Land Use Redesignation & Subdivision Circulation
Attachments: Circulation Package - Fortis Alberta.pdf; Easements - 320177656 - Subdivision NW 21-27-26-W4M Town of Irricana S2026-001.pdf

Good Morning,

Please see the attached response from Fortis.

Sincerely,

Jennifer Bradley
Resident Services Clerk, **Town of Irricana**

[redacted]
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
W: www.irricana.com

From: [redacted] on behalf of Land Service [redacted]
Sent: Wednesday, October 7, 2026 10:55 AM
To: Irricana <Irricana@irricana.com>
Subject: 320177656 S2026:001 – Land Use Redesignation & Subdivision Circulation

Hello,
Please see our attached letter regarding no concerns regarding this subdivision and land use redesignation application.

Thank you,

Tracy Davidson | Land Coordinator
FortisAlberta Inc. | 100 Chippewa Road, Sherwood Park, AB, T8A 4H4 | Direct 780-464-8815

We are FortisAlberta. We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

From: Irricana <Irricana@irricana.com>
Sent: Sunday, September 27, 2026 10:45 AM
To: Land Service [redacted]
Subject: [CAUTION] S2026:001 – Land Use Redesignation & Subdivision Circulation
Importance: High

You don't often get email from irricana@irricana.com. Learn why this is important

THINK BEFORE YOU CLICK:
Before taking any action, please pause and review this message for any **Red Flags** and signs of phishing.
If this is a suspicious email, **before you delete it**, use the 'Phish Alert Report' button in Outlook or contact the Service Desk.

Good morning,

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The Town is requesting your organization's review and any comments or requirements that should be considered as part of the application review. Additional details are provided in the attached circulation letter and supporting materials.

Comments are requested by *4:00pm on October 13, 2026*. If additional time is required, please let us know.

Please feel free to contact the Town if you have any questions or require additional information.

Thank you,

TOWN OF IRRICANA
Town of Irricana

P: (403) 935-4672 | F: (403) 935-4270
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
E: irricana@irricana.com W: www.irricana.com

Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB T2S 2V1

Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

October 7, 2026

Town of Irricana
260-1st Avenue
PO Box 100
Irricana, Alberta
T0M 1B0

Attention: Sir or Madam

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320177656
MD File No.: S2026:001
Location/Legal Description: NW 21-27-26-W4M
Customer Name: [redacted]

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at [redacted] or by calling [redacted] for any questions.

Sincerely,

Tracy Davidson

Doug Hafichuk

From: Irricana
Sent: October 7, 2026 1:38 PM
To: Doug Hafichuk
Subject: Fw: S2026:001 – Land Use Redesignation & Subdivision Circulation
Attachments: Response - S2026-001 .pdf

Good Afternoon,

Please see the attached response from Atco Gas.

Sincerely,

Jennifer Bradley
Resident Services Clerk, **Town of Irricana**

[redacted]
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
W: www.irricana.com

From: CirculationsGrowthandImprovement [redacted]
Sent: Wednesday, October 7, 2026 12:28 PM
To: Irricana <Irricana@irricana.com>
Subject: S2026:001 – Land Use Redesignation & Subdivision Circulation

Good afternoon,

Please see the attached response for this circulation.

Kind regards,

Alix Gregoraschuk (she/her)
Administrative Coordinator, Distribution Engineering Growth
ATCO Gas & Pipelines

P. [redacted]
A. 909 11th Ave SW Calgary, AB Canada T2R 1L8

ATCO Energy Systems

ATCO.com LinkedIn Facebook Instagram X

In the spirit of reconciliation, we acknowledge the traditional territories and homelands on which many of our ATCO operations and facilities are located. We honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.

From: Irricana <Irricana@irricana.com>
Sent: Sunday, September 27, 2026 10:44 AM
To: Calgary Region Gas Design [redacted]
Subject: S2026:001 – Land Use Redesignation & Subdivision Circulation
Importance: High

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good morning,

Please find attached a circulation package regarding concurrent land use redesignation and subdivision applications for **173 – 1 Avenue, Irricana, Alberta (Lot 1, Block 2, Plan 0210178)**.

The Town is requesting your organization's review and any comments or requirements that should be considered as part of the application review. Additional details are provided in the attached circulation letter and supporting materials.

Comments are requested by *4:00pm on October 13, 2026*. If additional time is required, please let us know.

Please feel free to contact the Town if you have any questions or require additional information.

Thank you,

TOWN OF IRRICANA
Town of Irricana

P: (403) 935-4672 | **F:** (403) 935-4270
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
E: irricana@irricana.com **W:** www.irricana.com

October 7, 2026

Circulation Package: S2026:001

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

Right-of-ways will be required for the gas mains within property and should be 2.4 metres wide if provided for the sole use of ATCO, and 3.5 metres if shared with other shallow utilities. Please note, all costs associated with obtaining the right-of-way will be borne by the developer/owner.

The utility right-of-way requirements within the subdivision may change depending upon actual gas main layout, direction of development and boundary locations of the different construction phases. Final rights-of-way requirements must be satisfied at the time of gas main design.

All right-of-ways are to be registered as general utility rights-of-way granted to the City / Town and are to be registered simultaneously with the legal plan of the subdivision.

Encroachment Note: Encroachments within the utility right-of-way (URW) will not be permitted without a formal encroachment agreement. Any structures or improvements placed within the URW without such agreement may be removed at ATCO's discretion, and all associated costs will be the responsibility of the builder or developer.

A gas main extension will be required to service the proposed development. Natural gas services may be obtained by making formal application with our Calgary office (calgaryregiongasdesign@atcogas.com).

Before ATCO can process a work order for gas main installation in the area, we must be in receipt of the following:

(1) Legal plan.

(2) Utility right-of-way plan.

(3) Complete set of approved engineering drawings, including profiles, coordinate plan, building grades (if applicable) and the location of all other utilities

(4) Construction schedule.

(5) A digital file of the computer base plan in the "DWG" or "DGN" format (AutoCAD 2010) in modelspace.

(6) Preliminary electrical drawing with dimensioned URWs, alignments, and road crossings.

We require six to nine months to complete the distribution system design, and to process a work order for our Construction Department to schedule. Prior to the installation of gas mains, the area must be within 150 mm (6") of final grade, all obstructions must be removed from the gas main alignment, and the installation of all other underground utilities must be completed.

The developer must ensure that driveways are not constructed prior to the installation of gas mains in the subdivision. If driveways are pre-installed, a sleeve must be provided at the proper depth and alignment for our use. Otherwise, the cost of coring under the driveway or cutting out and replacing the driveway will be invoiced to the developer at the prevailing rates. The locations of sleeves will be confirmed during the design of the gas mains.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

ATCO has planned work in the area. Contact [redacted], at your earliest convenience for more information. Ref: Project **1110510**

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (New Natural Gas Service Line or Changes) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website. Applications for new services residential or commercial please view our ATCO Quick Connect Guide.

Due to this proposal, a gas main upgrade may be required to the existing distribution system. It is required that the owner/developer email CalgaryRegionGasDesign@atcogas.com.

This development may benefit from ATCO's Construction Energy Services. Contact NaturalgasSales@atco.com or visit our Construction Energy Webpage for more Information.

It will always remain the responsibility of the proponent to verify the exact location and depths of nearby facilities by arranging for an in-field location with Utility Safety Partners at 1-800-242-3447 or utilitysafety.ca. Please contact Utility Safety Partners prior to any surface construction.

(1) Utility Safety Partners (1-800-242-3447) for locates to verify the alignment of the existing gas facilities.

(2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.

(3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.

(4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the "Working Around Natural Gas" Safety Handbook found on our website.

These conditions are not meant to contradict any applicable existing law (ie. franchise agreement, bylaw, etc.), and therefore the existing applicable law shall prevail. Should any condition(s) be null or void due to the superseding applicable law, all other conditions shall prevail.

If you have any **questions or concerns regarding this reply**, please contact [redacted],
[redacted]

Kind regards,

Alix Gregoraschuk (she/her)
Administrative Coordinator, Distribution Engineering Growth
ATCO Gas & Pipelines

P. [redacted]
A. 909 11th Ave SW Calgary, AB Canada T2R 1L8

ATCO Energy Systems

Doug Hafichuk

From: Irricana
Sent: October 1, 2026 2:31 PM
To: Doug Hafichuk
Subject: Fw: S2026:001 – Land Use Redesignation & Subdivision Circulation

Good Afternoon,

Please see below comments.

Sincerely,

Jennifer Bradley
Resident Services Clerk, **Town of Irricana**

[redacted]
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
W: www.irricana.com

From: circulations . [redacted]
Sent: Monday, September 28, 2026 10:28 AM
To: Irricana <Irricana@irricana.com>
Subject: Re: S2026:001 – Land Use Redesignation & Subdivision Circulation

Good Day,

Thank you for including TELUS in your circulation. At this time, TELUS has no concerns with the proposed activities.

Regards,

Joanne Bourdage

Real Estate Specialist | TELUS Land Solutions Team
National Network Planning (NNP)
2930 Centre Avenue NE, Calgary, AB T2A 4Y2

The future is friendly®
[redacted]

On Sun, Sep 27, 2026 at 10:46 AM Irricana <Irricana@irricana.com> wrote:

Good morning,

Please find attached a circulation package regarding concurrent land use redesignation and subdivision applications for **173 – 1 Avenue, Irricana, Alberta (Lot 1, Block 2, Plan 0210178)**.

The Town is requesting your organization's review and any comments or requirements that should be considered as part of the application review. Additional details are provided in the attached circulation letter and supporting materials.

Comments are requested by *4:00pm on October 13, 2026*. If additional time is required, please let us know.

Please feel free to contact the Town if you have any questions or require additional information.

Thank you,

TOWN OF IRRICANA
Town of Irricana

P: (403) 935-4672 | **F:** (403) 935-4270
A: PO Box 100, 222 - 2nd Street, Irricana, AB T0M 1B0
E: irricana@irricana.com **W:** www.irricana.com

Item I1

Attachment ‘C’ – Adjacent Landowner Submissions

Doug Hafichuk

From: [redacted]
Sent: October 13, 2026 10:39 AM
To: Doug Hafichuk
Subject: Re: Subdivision Circulation Discussion (w/ Mr. Yee)
Attachments: Scan_20261012 (2).pdf

Hi Doug,

RE: Application number S2026:001
LAND USE REDESIGNATION & SUBDIVISION
LOT 1, Block2, Plan 0210178 (173-1 Avenue)

Very nice meeting you on October 8 to share my concerns and my ideas about the subdivision of the Morrison land. Basically, I support the subdivision and any project in the Town which increases the tax revenue and reduce the tax burden of the town.

I have two major concerns of this redesignation for Light Industrial land use.

1, The site is less than one thousand feet from the creek where a portion of my land locates. The subdivision of this environmental sensitive area might require the environmental clearance from the MD Rockyview County . This Light Industrial land use might directly affect the water supply of the area.

2, The two isolated industrial sites located in the residential area will affects the lifestyle and living environments of the residential owners.

My support for this subdivision is as follows.

A. Approve the subdivision for the Town and the landowner to share the financial benefits.
B. Designate a Direct Control on the two subdivided lots under the guidelines of the Light Industrial bylaw, but strictly prohibit any chemical-related businesses and auto-related businesses. These businesses create huge burden for the Town to monitor the activities of these busineses.
C. Concrete fence should be installed with one entrance to the subdivision to ensure minimum noise and environmental impact on the residential landowners. (map attached).
D. Alternately, subdividing the 2-acre lots into two country residential lots is more profitable and consistent with the designated residential area.

Yours truly,

Nelson Yee
NY Venture Capital

From: nelson yee [redacted]
Sent: Wednesday, October 7, 2026 9:32 PM
To: Doug Hafichuk [redacted]
Subject: Re: Subdivision Circulation Discussion (w/ Mr. Yee)

Looking forward to see you at 2pm in your office.Nelson

> On Oct 7, 2026, at 4:16 PM, Doug Hafichuk [redacted] wrote:
>
> <mime-attachment.ics>

concrete fence



PROJECT NAME
MORRISON SD

CLIENT
AUSTIN MORRISON

TITLE
REDESIGNATION & SD

MUNICIPAL ADDRESS
173 1 AVE, IRRICANA

LEGAL ADDRESS
LOT 1, BLOCK 2, PLAN 0210178

DATE	LAND USE
2026-JUL	U-R

LEGEND

NOTE: TREES SHOWN ARE FOR REFERENCE ONLY. QUANTITY AND LOCATION ARE APPROXIMATE

terradigm

REVISIONS

REV	DESCRIPTION	DATE
00	LU & SD SUBMITTAL	2026/JUL/10

PAGE TITLE
EXISTING SITE PLAN

PROJECT & SHEET NO.
2607 - 1.0

TOWN OF IRRICANA

Council Report

To: Mayor and Council

From: Chief Administrative Officer

Date: October 20, 2026

Purpose: **Request for Decision**

Subject: Irricana Municipal Library Board Appointments

Summary:

The Irricana Municipal Library Board has recommended the reappointment of three members for terms commencing November 1, 2026.

Administration recommends that Council approve the appointments as requested, supporting continuity of governance and the ongoing operation of the Library Board.

Background and Discussion:

The Irricana Municipal Library Board is established under the Libraries Act and is responsible for the governance and oversight of the Irricana Public Library. While the Board operates independently in its governance role, Council retains the authority to appoint Board members by resolution.

At its October 8, 2026 meeting, the Library Board reviewed member terms and passed motions recommending the following reappointments:

	Expiry	*Term*	*Term Start*	*Term Expiry*
Dawn Mosondz	2026	Second	Nov 1, 2026	Oct 31, 2028
Bob Anderson	2026	Sixth	Nov 1, 2026	Oct 31, 2029
Shannon Simmons	2026	Seventh	Nov 1, 2026	Oct 31, 2029

All three individuals are existing members of the Library Board. Their reappointments would support continuity of governance, retain experienced volunteers, and assist the Board in maintaining an effective membership complement.

Appointment Requirements

Under the Town of Irricana Library Board Bylaw 013:2023, a Member at Large seeking appointment beyond three consecutive terms must receive the support of at least two-thirds of Council.

Both Bob Anderson and Shannon Simmons have served more than three consecutive terms and therefore require this additional level of Council support for reappointment. Dawn Mosondz's proposed reappointment does not require the same threshold.

The proposed appointments reflect the Library Board's ongoing efforts to manage member terms while maintaining continuity and institutional knowledge. Administration supports the recommendations, recognizing the value of retaining experienced Board members alongside continued recruitment and engagement of community volunteers.

Assuming that all three reappointments are confirmed, the Board composition moving into 2027 would be:

	Expiry	*Term*	*Member Status*
Councillor Hoefnagels*	2027	-	Council Representative
Councillor Polson*	2027	-	Council Representative
Dawn Mosondz	2028	Second	Member at Large
Bob Anderson	2029	Sixth	Member at Large
Shannon Simmons	2029	Seventh	Member at Large
Aimee Baragar	2028	First	Member at Large

**Subject to the Annual Organizational Meeting on October 20, 2026*

Financial Implication(s):

There are no direct financial implications associated with the proposed appointments. Library Board members serve in a volunteer capacity.

Recommendation:

Administration recommends that Council approve the reappointment of Shannon Simmons, Robert Anderson, and Dawn Mosondz to the Irricana Municipal Library Board for the respective terms recommended by the Board, in accordance with Bylaw 013:2023.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Council reappoint Dawn Mosondz to the Irricana Municipal Library Board as a Member at Large for a term commencing November 1, 2026 and expiring October 31, 2028.

Motion #2: **THAT** Council reappoint Bob Anderson to the Irricana Municipal Library Board as a Member at Large for a term commencing November 1, 2026 and expiring October 31, 2029.

Motion #3: **THAT** Council reappoint Shannon Simmons to the Irricana Municipal Library Board as a Member at Large for a term commencing November 1, 2026 and expiring October 31, 2029.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – Irricana Library Board Minutes

Item I2

Attachment ‘A’ – Irricana Library Board Minutes

Town of Irricana Library Board
October 8, 2026, 7:00 p.m.
Irricana Library - Lions Room

1. **Call to Order:** Chairperson Mosondz called the meeting to order at 7:10pm

   Present: Dawn Mosondz, Robert Anderson, Megan Hoefnagels, Shannon Simmons, Aimee Barager
   Guest: none
   Regrets: Dawna Polson
   Absent: Lisa McAree

   Motion: S. Simmons **Carried**
   That the acceptance of regrets for Dawna Polson be accepted as provided.

2. **Approval of Agenda:**

   Motion: R. Anderson **Carried**
   That the agenda be accepted as presented.

3. **Approval of Minutes: June 11, 2026**
   Correction:
   Motion: A. Barager **Carried**
   That the minutes be accepted with the correction to the spelling of her last name.

4. **Reports:**
   - 4.1. Managers' Report
   - 4.2. Financials:
     - 4.2.1. Balance Sheet
     - 4.2.2. Disbursements
   - 4.3. Multi-Year Budget
   - 4.4. Fundraising Report
     - 4.4.1 Ladies Night September 17, 2026
       Next Ladies Night moved to October 22, 2026
       Selection of craft for the event completed.
       Will note sponsorship of the Irricana Ladies Club on the poster.
     - 4.4.2. Growing Smiles – Advertising to start beginning of November 2026.
       Delivery date is December 4, 2026.
     - 4.4.3 Christmas at the Library – November will have final planning for Cookies & Santa.
   - 4.5. Correspondence – none this month.

   Motion: M. Hoefnagels **Carried**
   Accept the reports as presented.

5. Old Business

5.1 Board Recruitment: Ongoing / Members Terms /Renewals

Motion: D Mosondz Carried
That council be presented with the recommendation to appoint Shannon Simmons for a term of 2 years to the Town of Irricana Library Board with the dates of 01 November 2026 to 31 October 2028

Motion: D Mosondz Carried
That council be presented with the recommendation to appoint Robert Anderson for a term of 3 years to the Town of Irricana Library Board with the dates of 01 November 2026 to 31 October 2029.

Motion: S. Simmons
That council be presented with the recommendation to appoint Dawn Mosondz for a term of 3 years to the Town of Irricana Library Board with the dates of 01 November 2026 to 31 October 2029.

Nominations open for the position of Chairperson.
No nominations came forward.

Dawn Mosondz will remain in the position of Chairperson for another year.

5.2 Irricana ESC Donation

Motion: A Barager Carried
Motion to move forward with the purchase of the sofa as quote received in the amount of $1,100 plus GST.

5.2 Library Policies
Work in process to update and present as available to the Board.

6. New business

6.1. None

7. Action Items

7.1. AED machine – waiting on more information from Doug H.

8. In Camera/Labour

Not required

9. Next meeting date: November 12, 2026 @ 7:00pm

The next regular meeting of the Board is scheduled for November 12, 2026, at 7:00pm at the Irricana Rural & Municipal Library, Lions Room.

10. Adjourn

The Chair declared the meeting adjourned at 8:47pm

TOWN OF IRRICANA

Council Report

To: Mayor and Council

From: Chief Administrative Officer

Date: October 20, 2026

Purpose: **Request for Decision**

Subject: Appointment of Election Officials

Summary:

Administration recommends the appointment of Annette Culp as Returning Officer and Dawn Mosondz as Substitute Returning Officer for the upcoming municipal by-election, scheduled for December 14, 2026.

Both individuals served in these respective roles during the Town's 2025 Municipal General Election. Their reappointment would provide continuity in election administration, building upon the experience and established procedures that contributed to the successful delivery of the previous election.

Background and Discussion:

At its September 21 and October 5, 2026 Regular Meetings, Council considered the legislative requirements, election schedule and administrative arrangements associated with the municipal by-election arising from the September 14 Council vacancy.

Council subsequently established Monday, December 14, 2026, as Election Day, with an advance vote scheduled for Monday, December 7, 2026. In accordance with the Local Authorities Election Act (LAEA), Nomination Day will occur four weeks before Election Day, on Monday, November 16, 2026.

With the election schedule now established and Nomination Day approaching, Administration is advancing the remaining preparations, including candidate information, statutory notices, election materials and voting arrangements.

Recommended Appointments

Administration has spoken with Annette Culp, who has confirmed her willingness to accept the appointment of Returning Officer, with Dawn Mosondz serving as Substitute Returning Officer.

Ms. Culp is a long-standing member of the Irricana community, having previously served the Town in both administrative and volunteer capacities. She has considerable experience in municipal election administration, including previous service as Returning Officer, and brings an established understanding of the community and the legislative requirements governing local elections.

Ms. Mosondz similarly brings a strong background in municipal operations and extensive community volunteer experience. Her familiarity with local governance, administrative procedures and public-facing responsibilities provides a valuable complement to the Returning Officer's role.

Both individuals served in these same capacities during the Town's 2025 Municipal General Election, which was conducted smoothly and without significant administrative difficulties. Their experience, familiarity with the Town's election procedures and established working relationship provide a strong foundation for the upcoming by-election.

The 2025 election also resulted in updated election materials, procedures and administrative practices that can be carried forward into the upcoming process. Reappointing the same election officials would preserve continuity and institutional knowledge, reduce the need for additional orientation and preparation, and allow the Town to leverage the successful administration of the previous election.

Financial Implication(s):

The costs associated with the Returning Officer and Substitute Returning Officer will be accommodated within the election budget previously authorized by Council.

No additional expenditure authorization is requested through this report.

Recommendation:

Administration recommends that Council appoint Annette Culp as Returning Officer and Dawn Mosondz as Substitute Returning Officer for the upcoming municipal by-election, in accordance with the Local Authorities Election Act.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Council appoint Annette Culp as Returning Officer for the Town of Irricana municipal by-election, in accordance with the Local Authorities Election Act, effective October 20, 2026.

Motion #2: **THAT** Council appoint Dawn Mosondz as Substitute Returning Officer for the Town of Irricana municipal by-election, in accordance with the Local Authorities Election Act, effective October 20, 2026.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

N/A

TOWN OF IRRICANA

Council Report

To: Mayor and Council

From: Chief Administrative Officer

Date: October 20, 2026

Purpose: **Request for Decision**

Subject: Irricana Food Bank Facility Request

Summary:

The Irricana Food Bank is exploring opportunities to evolve its service model through the use of the Town's former water tower pumphouse. Following Council's preliminary consideration on September 8, Administration has developed a proposed introductory lease arrangement.

The proposal would support an established community service while making productive use of an underutilized municipal asset at modest additional cost. Council's approval in principle is sought to proceed, subject to necessary approvals and finalization of a lease agreement.

Background and Discussion:

For many years, the Irricana Food Bank has provided an important source of support for residents experiencing food insecurity. The organization is now exploring opportunities to evolve its service model, including the potential introduction of a pantry-style approach to food distribution. Securing a dedicated facility represents an important part of that evolution, providing greater flexibility to manage donations, prepare food hampers and serve residents over the longer term.

At its September 8, 2026 meeting, Council expressed preliminary interest in exploring the potential use of the former water tower pumphouse as a dedicated Food Bank facility, providing an opportunity for Administration to investigate the proposal further.

Since that time, Administration has continued discussions with the organization, principally through Councillor Fleming in his capacity as President of the Food Bank Board. The Board has indicated its support for pursuing the arrangement, and the proposed terms have been developed collaboratively through those discussions.

The former pumphouse is no longer required for municipal utility operations and is presently used for limited cold storage. With little anticipated future municipal use, the proposal presents an opportunity to put an otherwise underutilized municipal asset to productive community use.

Proposed Lease Arrangement

Administration proposes an introductory lease arrangement based on the following principal terms:

Term	Proposed Arrangement
Lease period	November 1, 2026 – December 31, 2027
Rent	Nominal consideration of $1.00
Utilities	Electricity and natural gas paid by the Town *(introductory term)*
Possession	Continuous use of the facility by the Food Bank
Building condition	Provided as-is, where-is.
Facility preparation	Food Bank responsible for preparing and equipping the space for its intended use.
Insurance	Town retains building insurance; Food Bank responsible for contents and operational liability insurance.
Renewal	Subject to consideration before expiry of the introductory term.

The Food Bank anticipates distributing food approximately once monthly, potentially increasing to twice monthly as its operations continue to mature. Additional visits would occur periodically for receiving donations, preparing hampers, managing inventory and other volunteer activities. Accordingly, the proposed lease would provide continuous possession of the facility, notwithstanding its relatively limited frequency of active use.

The Town would remove its remaining stored materials before possession. The facility would otherwise be provided in its existing condition, with the Food Bank responsible for any cleaning, painting, shelving, refrigeration, freezers or other improvements required to accommodate its operations.

The building is generally in acceptable condition for its proposed use, with electrical, natural gas and water services in place. While some minor repairs or maintenance may be necessary, the most significant known deficiency involves the two existing unit heaters, which are not currently functioning properly.

The Town would not undertake repairs or replacement of the heating equipment as part of the proposed arrangement. The Food Bank could undertake such work at its

own expense, subject to prior Town authorization and applicable requirements. Any improvements incorporated into the building would become Town property unless otherwise agreed.

The introductory term would allow both parties to evaluate the suitability of the facility, establish actual operating costs and consider whether a longer-term arrangement would be appropriate. Any subsequent lease would be subject to further consideration, including the allocation of ongoing utility costs.

Land Use Considerations

The property is designated Residential Two Dwelling Restricted District (R-2) under Land Use Bylaw 007:2023. Although a community food bank is not expressly identified as a permitted or discretionary use within the district, Administration believes there is a sound basis for considering the proposal under the Similar Use Interpretation provisions of Section 1.5.

In particular, the Food Bank's charitable and community-service mandate aligns closely with the philanthropic activities contemplated under the Religious Institution use, while the proposed scale and nature of operations share characteristics with Home Occupation 2 – Minor. Both uses are recognized within the R-2 district, providing a reasonable basis for consideration as a similar discretionary use.

A development permit application would be required, with the proposed use subject to consideration and approval by the Municipal Planning Commission (MPC). Any lease arrangement would remain conditional upon obtaining the necessary land-use approvals. Given the community-service nature of the proposal, Administration would encourage a fee waiver for the development permit application fee.

Financial Implication(s):

Historical electricity and natural gas expenditures for the facility totalled approximately $2,200 in 2024 and $1,840 in 2025. The reduction in 2025 largely reflects the Town's decision to discontinue heating the building and transition it to cold storage.

A review of historical utility charges indicates that a substantial portion of these expenditures would continue regardless of whether the facility is actively occupied. Administration estimates that maintaining utility services with minimal consumption could cost approximately $1,500–$1,800 annually.

Consequently, the additional cost attributable to the proposed Food Bank operation is expected to be relatively modest, potentially amounting to only a few hundred dollars annually, depending on actual consumption and heating requirements.

The proposed arrangement would therefore allow the Town to derive additional community value from an otherwise underutilized municipal asset while incurring limited incremental operating costs. No municipal capital improvements or heating equipment repairs are contemplated.

Recommendation:

The proposal provides a practical opportunity to support an established community organization as it develops its service model, while making more productive use of an existing municipal facility.

Administration recommends that Council approve the proposed introductory lease arrangement in principle and authorize Administration to negotiate and execute the necessary agreement, subject to applicable land-use approvals and satisfactory lease conditions.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Council approve, in principle, the proposed lease arrangement with the Irricana Food Bank, as outlined in this report, and authorize Administration to negotiate and execute the necessary agreement, subject to applicable approvals;

AND FURTHER THAT Council authorize the waiver of the associated development permit application fee, as applicable.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

N/A

TOWN OF IRRICANA

Council Report

To: Mayor and Council

From: Chief Administrative Officer

Date: October 20, 2026

Purpose: **Provided for Information**

Subject: Chief Administrative Officer Report

Summary:

This report provides Council with an overview of Administration's activities and progress across corporate governance, financial management, planning and development, municipal operations, and community services.

During the reporting period, particular emphasis has been placed on strengthening the Town's financial and organizational capacity, advancing long-term infrastructure and operational planning, and supporting continued development interest within the community.

These initiatives, alongside ongoing service delivery and maintenance activities, reflect Administration's broader efforts to address longstanding organizational challenges, manage municipal risks, and position Irricana for sustainable growth.

Background and Discussion:

Administration continues to advance a broad range of initiatives across the Town's municipal operations, balancing day-to-day service delivery with ongoing projects, organizational improvements, and longer-term priorities. The following updates highlight work undertaken during the reporting period, progress on key initiatives, and matters that will continue to receive attention in the coming months.

Much of this work involves activities that occur behind the scenes but remain essential to effective municipal administration. From maintaining infrastructure and meeting regulatory obligations to improving internal processes and supporting development opportunities, these efforts contribute to the Town's ability to deliver reliable services and respond to the evolving needs of the community.

Corporate Administration and Governance

Emergency Management Framework

Administration has substantially completed its review and rewrite of the Town's Emergency Management Bylaw, which is now undergoing final administrative review. The updated bylaw is intended to modernize the Town's emergency management framework, clarify governance and administrative responsibilities, and better align local arrangements with current legislative requirements.

Related updates to the Emergency Advisory Committee's Terms of Reference are also being prepared. In parallel, Administration is awaiting the finalized *Alberta South Central Mutual Aid Agreement (SCMMA)*, which will establish arrangements for regional emergency management cooperation.

Administration is targeting the November 2 Council meeting to present these matters together, allowing for a coordinated discussion of the Town's local and regional emergency management arrangements. Should the regional agreement not be available in time, Administration intends to advance the local components independently rather than delay their consideration.

Safety Codes Accreditation

Administration is working through the Town's Safety Codes Annual Internal Review (AIR), including outstanding reporting requirements from previous years. The immediate focus is on completing the current-year review and addressing the Town's accreditation obligations in consultation with Safety Codes Alberta.

These discussions have also prompted a broader examination of whether maintaining municipal safety codes accreditation continues to be the most appropriate model for Irricana. Preliminary analysis suggests that residents and applicants may be better served through the provincial regulatory framework, rather than the Town continuing as the Authority Having Jurisdiction (AHJ).

Importantly, a change in regulatory responsibility would not necessarily mean a change in the personnel providing inspection services or day-to-day service experience. Superior Safety Codes could potentially continue delivering frontline services, simply under a different regulatory arrangement and AHJ.

Administration is undertaking further analysis and anticipates bringing a report to Council before the end of 2026, outlining the available options, their implications, and a recommended approach.

Website Modernization

The Town's existing website is experiencing increasing performance and reliability challenges, largely associated with an aging WordPress platform and reliance on numerous third-party plugins.
While Vincovi continues to provide responsive technical support, maintaining the existing site is becoming progressively more difficult, reinforcing the importance of completing its replacement.

Development of the new website is nearing completion, with only minor content development and internal testing remaining. Although a specific date has not yet been established, the new website is anticipated to launch in November 2026, subject to satisfactory completion of these final steps.

Alberta Municipalities Convention

The 2026 Alberta Municipalities Convention was held September 22–25, bringing together approximately 1,200 delegates representing nearly 300 municipalities.

While this year's format differed slightly from previous conventions, the event remained a valuable opportunity for professional development, intergovernmental engagement, and collaboration with municipal colleagues. Programming included ministerial panel discussions, addresses from the Premier and Leader of the Opposition, a variety of educational and networking opportunities, and a robust trade show.

A significant focus was the emerging second phase of Alberta Municipalities' 'Property Taxes Reimagined' initiative, which is beginning to examine the broader taxation and revenue tools available to municipalities. These discussions are intended to inform longer-term advocacy aimed at modernizing municipal taxation and revenue to strengthen financial sustainability. Related programming included a plenary discussion with former Finance Minister Travis Toews and economists examining provincial revenues, municipal funding, and the delivery of local services.

Of particular (administrative) interest was a discussion between municipal executives and senior provincial officials, including deputy ministers and assistant deputy ministers from several portfolios.

The convention's trade show also provided opportunities to reconnect with existing service providers and explore emerging solutions. One potentially useful development was a private security provider expanding into municipal bylaw enforcement, an alternative service model that Administration intends to explore further in the context of ongoing tri-community enforcement discussions.

Financial Management and Organizational Capacity

Natural Gas Aggregation

The Town's existing natural gas aggregation agreement through Alberta Municipalities is approaching the end of its term, and preparations are underway for the next procurement cycle. Administration anticipates continuing its participation in the program, which uses the combined purchasing power of participating municipalities to secure competitive natural gas pricing and service arrangements.

The upcoming process will establish pricing and contractual terms for the next agreement period. Continued participation reflects the Town's broader approach to managing operating costs through collaborative procurement and leveraging the economies of scale available through AB Munis.

2027 Work Planning and Base Budget Development

Council participated in a 2027 Work Planning Workshop on September 28, providing valuable direction on operational priorities and initiatives for the coming year. The discussion also extended beyond the immediate budget cycle, identifying opportunities that may be better suited to implementation over the following two to four years.

The workshop represents another step in the continued maturation of the Town's budgeting and operational planning processes. Increasingly, the objective is to move beyond annual budget preparation toward a more intentional, multi-year framework that connects Council's strategic priorities with operational capacity, financial planning, and the sequencing of future initiatives.

Administration has commenced preparation of the 2027 Base Budget, beginning with a review of existing service levels, recurring expenditures, and established financial commitments. This initial exercise establishes the Town's underlying financial requirements before considering new initiatives, service adjustments, and priorities identified through Council's work-planning process.

A preliminary working draft will be presented at the Council Budget Workshop targeted for end of October. This will provide an opportunity to review the Town's baseline financial position, consider emerging financial opportunities and pressures, and begin evaluating how Council's priorities are to be incorporated.

Overall budget development remains on schedule, with Administration targeting the second Council meeting in November for consideration of the 2027 Base Budget, with the first meeting in December available should additional time, refinement or deliberation be required.

2024 Financial Audit

Administration has completed its responses to MNP's outstanding audit testing questions and information requests associated with the 2024 financial audit. With this work now complete, the Town is awaiting delivery of the initial draft financial statements.

Once received, Administration anticipates working through the draft with MNP to review the financial results, address any questions or adjustments, and confirm that the statements appropriately reflect the Town's financial position. The completion of the substantive testing and information-gathering stage represents an important step toward finalizing the outstanding audit.

Financial Management Capacity and Advisory Support

Administration has initiated discussions with MNP's financial advisory team to explore additional professional support for the Town's financial management. While existing bookkeeping and transactional accounting processes are generally well established, the Town continues to experience a significant gap in higher-level financial analysis, planning, and reporting capacity.

Recruiting and retaining qualified municipal finance personnel has been a persistent organizational challenge for well over a decade. Council will be familiar with the organizational disruption caused by historical turnover in the Town's senior administrative leadership. Similar challenges arise when financial management positions experience repeated turnover, resulting in the loss of institutional knowledge, inconsistent practices, interruptions to financial oversight, and delays in producing reliable financial information. These are not simply staffing challenges; they represent broader organizational risks that can persist long after an individual vacancy has been filled.

Rather than continuing to rely exclusively on recruiting individual employees into these specialized roles, Administration is exploring whether a fractional finance model, supported by a larger professional firm, could provide a more sustainable solution. Such an arrangement could offer greater continuity, access to specialized expertise, and reduced organizational exposure to individual staffing changes.

Initial discussions with MNP's advisory team have been positive, and a preliminary scope of work is being refined. Early priorities include cash-flow analysis and forecasting, establishing a more structured financial reporting calendar, reviewing historical grants and deferred revenue, and strengthening the Town's broader financial reporting practices.

Over time, the arrangement could also support budget development, capital asset management, and longer-term financial planning. The objective is not simply to supplement existing accounting services, but to address a longstanding organizational risk and establish more reliable financial management capacity.

Long-Term Capital Planning

Over approximately 18 months, Allnorth has undertaken a comprehensive assessment of the Town's municipal infrastructure, including facilities, surface infrastructure, and underground systems. This work culminated in the completion of a long-term Capital Plan earlier in 2026, which Administration is currently reviewing.

Allnorth is tentatively scheduled to attend the November 2 Council meeting to present an overview of the assessment methodology, key findings, and resulting capital planning recommendations. The discussion will provide Council with an opportunity to better understand the Town's existing infrastructure condition, emerging priorities, and potential areas of concern.

Importantly, the completed Capital Plan provides a foundation for understanding the scale and timing of infrastructure investment likely to be required over the coming decade. Administration intends to use the presentation as a starting point for broader discussions about sustainable annual capital investment, infrastructure renewal priorities, and the integration of long-term capital requirements into the Town's financial planning processes.

Planning, Development and Economic Activity

Municipal Development Plan Update

Work on the Town's Municipal Development Plan (MDP) continues to progress well, with an initial working draft now underway. Following discussions with Bluerock Planning, Administration is adjusting the project schedule to target the next major round of Council and public engagement for early February 2027.

The adjustment reflects the timing of the provincial referendum, municipal by-election, and holiday season, which *collectively present a risk of public engagement fatigue*. It will also provide an opportunity for the newly elected member of Council to become familiar with the project before the next major engagement activities.

The additional time will be used to strengthen the draft Plan through further development and real estate analysis, along with targeted discussions with regional economic development partners. These activities are expected to remain within the existing project budget.

The next engagement phase will focus on presenting an actual draft MDP, demonstrating how community feedback has informed the Plan and identifying areas requiring further refinement. The revised schedule is intended to improve the quality and timing of engagement rather than address any project delivery concerns.

Development Interest and Investment Activity

Administration continues to engage with prospective developers, investors, and existing landowners regarding development opportunities within Irricana. Several discussions are progressing beyond preliminary inquiries into more substantive consideration of development concepts, land availability, and potential project requirements.

Of particular interest, recent discussions with an existing landowner have included the possibility of revisiting substantial development concepts previously considered for lands within the community. Although these conversations remain preliminary, they suggest that opportunities which have remained inactive for some time may warrant renewed consideration under current circumstances.

These discussions are occurring alongside active development applications and ongoing investment in the Town's existing industrial lands. Collectively, they point to encouraging development momentum, with both established landowners and prospective investors expressing interest in Irricana's future growth.

While there are no specific development commitments to announce at this stage, Administration continues working with interested parties to better understand their objectives, identify potential opportunities, and support the advancement of viable proposals. Maintaining this momentum will remain an important consideration as the Town advances its MDP and longer-term economic development priorities.

Morrison Subdivision

The proposed Morrison subdivision is proceeding through the Town's established planning and development review processes. The application contemplates the creation of two light industrial parcels and one residential parcel from lands in the northwest portion of Irricana, adjacent to the existing Pioneer Industrial Park.

The proposed redesignation and subdivision represent an opportunity to expand the Town's inventory of industrial land and accommodate future development interest. The application is being considered through the appropriate Council and Municipal Planning Commission processes, including the scheduled October 20 public hearing and subdivision review.

Hotel Irricana Redevelopment

Administration has engaged Brownlee LLP to prepare the Development Agreement associated with the proposed Hotel Irricana redevelopment. Preliminary work is underway, including the assembly and review of relevant development approvals, conditions, and supporting documentation that will inform the agreement's preparation.

1 Avenue Road Acquisition

Administration has reached an agreement in principle with the affected landowner for the acquisition of a portion of the existing 1 Avenue roadway. The acquisition will resolve a longstanding discrepancy between the established roadway and the underlying property boundaries.

Legal counsel is now preparing the necessary agreement and supporting documentation. Once finalized and executed, the acquisition will proceed through the survey, transfer, and land registration processes.

Development Incentive Policy Administration

Administration recently met with the Town's contracted assessor to continue the practical implementation of the Development Incentive Policy (DIP). Building on earlier discussions, the meeting focused on ensuring a consistent understanding of the policy, including assessment terminology, classification considerations, and the appropriate configuration of assessment records and systems.

The discussion forms part of routine coordination with the assessor as work progresses through the annual assessment cycle.

Rocky View County Emerging Sectors Strategy

Rocky View County recently hosted five public open houses as part of its Emerging Sectors Strategy, including a session at the Irricana Community Hall. The initiative is examining emerging development opportunities, with particular attention to data centres and the land-use and infrastructure considerations associated with this rapidly evolving sector.

Administration attended the Irricana session to better understand and inform the County's approach and consider potential implications for neighbouring municipalities. Attendance appeared modest but steady, and the session provided opportunities for constructive discussions with County planning and engagement staff. The engagement materials were particularly well presented, translating a complex subject into accessible information and providing opportunities for meaningful public feedback.

An important consideration is that data centres encompass a broad range of facilities, from relatively modest operations to the hyperscale developments attracting considerable public attention. Their increasing scale and evolving infrastructure requirements are creating new planning and policy considerations for municipalities.

Rocky View County's proactive approach to policy development and public engagement is encouraging. Administration will continue to follow this work, particularly as Irricana advances its own MDP update and considers longer-term economic development opportunities.

Infrastructure and Municipal Operations

Maintenance 3 / Water Operator Recruitment

Recruitment for the Town's Maintenance 3 / Water Operator position is underway, with the position advertised for approximately three weeks. Response has been limited, particularly among candidates holding the provincial certification required to serve as the Town's designated water operator.

While some applicants have demonstrated potentially relevant qualifications and experience, they do not currently possess the specific certification necessary to assume this responsibility. The certification requirements present a particular recruitment challenge, as obtaining the necessary credentials and operating experience can take a year or longer.

Administration is considering extending the recruitment period and may explore discussions with Alberta Environment regarding potential pathways for otherwise qualified candidates.

Recognizing that recruitment may not produce a suitable candidate, Administration has also developed a contingency approach. Should continued contracted water operations prove necessary, the Town would undertake a competitive Request for Proposals (RFP) process to evaluate service providers, establish competitive pricing, and secure a comprehensive service agreement. This would follow a similar approach to the Town's procurement of solid waste and recycling services.

Water Licence Conversion

The conversion of the Town's existing groundwater licence from municipal consumption to bulk-water use is now substantially complete, with the necessary regulatory approval obtained under the Water Act.

The licence originated when the Town relied on local groundwater wells to supply its municipal distribution system. Although that arrangement is no longer in place, retaining the existing water allocation remains important, and bulk-water use more accurately reflects the Town's intended operations.

Only minor administrative follow-up remains, principally providing the province with additional information regarding historical and current water consumption, which is negligible.

Annual Wastewater Lagoon Release

The Town's annual wastewater lagoon release has been completed, with discharge activities occurring over approximately three weeks. The release proceeded without operational issues and in accordance with the Town's existing regulatory approval.

Final testing and documentation are being completed in preparation for submission of the required regulatory reporting.

Sanitary Sewer Inspections and Maintenance

Public Works has completed an additional round of routine sanitary sewer manhole inspections and preventative maintenance, including attention to areas with a history of blockages. While similar activities are undertaken throughout the year, the fall shoulder season provided an opportunity to supplement the Town's regular maintenance program.

The work was completed as part of ongoing efforts to maintain system reliability and address potential concerns before they develop into more significant operational issues.

Fall Maintenance and Seasonal Operations

Operations has completed its routine fall maintenance and seasonal shutdown activities, including winterizing outdoor water systems, clearing municipal planters, and preparing parks and other seasonal infrastructure for winter. These activities were completed without significant issues.

Operations also undertook a trial of fall street sweeping, taking advantage of available equipment and operational capacity during the transition between summer and winter maintenance activities. While spring sweeping is an established practice, some municipalities also undertake fall sweeping, and there was an opportunity to assess its potential value in Irricana without incurring significant additional costs.

Preliminary observations have been mixed, and it remains unclear whether the benefits warrant making fall sweeping a regular seasonal activity. The experience will help inform future operational planning and reflects a broader effort to make productive use of available staff and equipment during seasonal transitions.

Lions Centennial Park Pedestrian Crossing

One set of pedestrian crossing lights near Lions Centennial Park is currently out of service. Administration has arranged for a qualified technician to inspect the equipment, identify the cause of the failure, and undertake the necessary repairs.

Given the specialized nature of the equipment, external technical assistance is considered the most appropriate approach.

Commercial Kitchen Maintenance

Administration is arranging the annual deep cleaning of the commercial kitchens at the Recreation Centre and Community Hall, including exhaust hoods and associated equipment.

This routine preventative maintenance supports safe and sanitary facility operations, helps maintain compliance with applicable health and safety requirements, and contributes to the Town's continued positive inspection results.

Community Services and Facilities

Campground Season Extension

Administration extended the campground season on a trial basis, maintaining full services through September, and offering dry camping through the Thanksgiving weekend. The extension was introduced on relatively short notice in an effort to help assess potential demand for a longer operating season.

Preliminary results are encouraging, with bookings during the fully serviced September extension exceeding expectations and suggesting that additional seasonal demand exists. Conversely, uptake for dry camping was limited, although the short notice may have influenced those results.

A more detailed assessment will be undertaken as part of the campground's end-of-season review and preparations for 2027. Early indications suggest that extending the fully serviced season through September may be worthwhile, while the viability of dry camping warrants further consideration.

Irricanarama 2026 Review and 2027 Planning

Administration has completed its post-event review of Irricanarama 2026, incorporating feedback from participating community organizations and user groups alongside a broader internal assessment. The review considered the event's successes, operational challenges, and opportunities for future improvement. Remaining administrative matters are also being finalized, including the issuance of donation tax receipts associated with approximately $4,500 in contributions received from 19 activity sponsors.

With Irricanarama now a well-established and successful community event, early planning discussions are beginning to explore opportunities to further develop its appeal and reach. Ideas under consideration include expanding the parade as a signature attraction, increasing advertising beyond Irricana to attract visitors from surrounding communities, and exploring additional activities and programming.

One recurring suggestion has been the introduction of a beer garden. While potentially a valuable addition, this would require a suitable community or commercial partner willing to assume the associated operational responsibilities and costs. Several other ideas are also being considered as planning for 2027 gets underway.

The broader opportunity is to continue strengthening Irricanarama as both a celebration of local community life and an occasion to showcase Irricana to visitors from across the region.

Community Facility Furnishings — Irricana Lions

The Irricana Lions have purchased and delivered approximately 200 new chairs for use in the Community Hall. The contribution forms part of the Lions' lease arrangement with the Town, under which services, equipment, and other in-kind contributions are provided in lieu of conventional rental payments.

The new chairs represent a meaningful improvement to the Town's facility furnishings while offsetting an expenditure that would otherwise need to be funded municipally. Administration is now working through the Town's Asset Disposal Policy to appropriately dispose of the older chairs.

The contribution is another example of the Irricana Lions' ongoing commitment to supporting community facilities and activities, and the value of the Town's collaborative relationships with local service organizations.

Financial Implication(s):

There are no financial implications associated with this report.

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:

N/A