

MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL HELD
JANUARY 13, 2009 IN COUNCIL CHAMBERS

Mayor Rick Schow in the chair

COUNCILORS PRESENT

Mayor Rick Schow
Cou. Richard Bengry
Cou. Robert Russell
Cou. Duane Barrus

Cou. Glen Jones
Cou. Tim Court
Cou. Dave Smith

OTHERS PRESENT

Marian Carlson
Jeff Shaw
Jill Heninger
Paul Doig

Chief Administrative Officer
Director of Administration
Administrative Clerk
Director of Operations

Opening Time: 5:00 p.m.

Opening Prayer: Cou. Court

**ADDITIONS AND
ADOPTION OF AGENDA**

In Camera 12B Golf Course update
Delegations 4E – In Camera - Mountain View Industries-cancelled
Business Arising 6C. County Building Road
Committee and Other Reports 9B CMSWA

ADOPTION OF MINUTES

Moved by Cou. Barrus to adopt the agenda as amended. **CARRIED**
Moved by Cou. Jones to adopt the minutes from the Council Meeting on December 16, 2008. **CARRIED**

Moved by Cou. Barrus to adopt the minutes from the Public Hearing on December 16, 2008. **CARRIED**

BUSINESS ARISING

Remuneration Policy – R/8
MOTION 09-01

Council reviewed the Remuneration Policy – R/8

Moved by Cou. Jones to approve the Remuneration Policy-R/8. **CARRIED**

Alberta Permit Pro Contract

Administration presented information on the proposed Alberta Permit Pro contract.

MOTION 09-02

Moved by Cou. Smith to enter into a 5 year contract with Alberta Permit Pro to issue and inspect all building permits for the Town of Cardston according to the proposed rate schedule. **CARRIED**

County Building Road

Council discussed closing the service road West of the County building as was requested by the County at the November 4, 2008 Council meeting.

MOTION 09-03

Moved by Cou. Bengry to reverse the prior decision and close the service road in front of the County Building temporarily with the condition of having an agreement with the County regarding that road. **DEFEATED**

DELEGATIONS

5:19pm – RCMP Quarterly Report
– Sergeant Kelly Bielert

Sergeant Kelly Bielert presented the RCMP Quarterly Report.

Sergeant Bielert was excused at 5:26pm

5:26pm – Jim Schaffer

Jim Schaffer requested that he be reimbursed for a portion of the building permit fee for the storage units to be built at 272 Main Street.

Jim feels that building permits should be issued according to the value of the building and not square footage.

Jim Schaffer was excused at 5:37pm

5:45pm – Maxine Easthope

Maxine Easthope requested that her fine of \$500 for the installation of her windmill not being in compliance with the development permit be waived.

Maxine stated that her permit was for a wind energy system and she has complied as much as possible.

Maxine Easthope was excused at 5:46pm

5:47pm – Duane Jasperson

Duane Jasperson requested that he be allowed to fence the easement between 618 and 676 8A Avenue West and also have the easement be closed and not recognized as a “lane” anymore. He is willing to gate it and give access to the Town if needed. The fence is wanted for privacy and security.

Duane Jasperson was excused at 5:58pm

Administration was directed to contact Mr. Carlson and Mr. Jasperson separately and find out what arrangement they would like regarding the Public Utility Lot. This information will be brought back to Council for a decision.

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Maxine Easthope MOTION 09-04	Council discussed Maxine Easthope's request. Moved by Cou. Barrus that the \$500 fine imposed on Maxine Easthope remain. CARRIED
Jim Schaffer MOTION 09-05	Council discussed Jim Schaffer's request. Moved by Cou. Russell to leave the building permit fee as has been applied for Schaffer Investments. CARRIED
REQUEST FOR DECISIONS	
Bylaw 1568A – Business License	Administration presented information regarding Bylaw 1568A –Business Licenses.
1 st Reading of Bylaw 1568A- Business License	Moved by Cou. Jones for 1 st Reading of Bylaw 1568A-Business Licenses. CARRIED
2 nd Reading of Bylaw 1568A- Business License	Moved by Cou. Bengry for 2 nd Reading of Bylaw 1568A-Business Licenses. CARRIED
	Administration was directed to present the Business License Bylaw to the Chamber of Commerce for their comments.
July & August Council Meeting Dates	Council discussed the dates for the July & August Council Meetings. This discussion was tabled until the next Council Meeting.
Cardston Community Theatre Rent	Council discussed the rental rates that the Community Theatre pays to rent the Civic Center each year.
MOTION 09-06	Moved by Cou. Bengry that the Community Theatre rent be reduced by \$1000.
MOTION 09-07	Moved by Cou. Jones to table this motion until there is actual facts and figures available. Cou. Russell declined to vote on this motion. DEFEATED
	Motion by Cou. Bengry that the Community Theatre rent be reduced by \$1000. DEFEATED
	Council convened to dinner at 6:44pm Council reconvened at 6:49pm
Vehicle Use Policy – V/15-A	Administration presented information on the Vehicle Use Policy V/15-A.
MOTION 09-08	Moved by Cou. Court to approve the Vehicle Use Policy V/15-A with the amendment of adding 1 electrical employee who shall have access to a vehicle to take home while on call. CARRIED
Auditor Appointment	Council discussed the proposal from YPM to provide audit services to the Town of Cardston.
MOTION 09-09	Moved by Cou. Bengry to appoint YPM as the Town of Cardston auditors with the increase as proposed for the years ending December 31 st , 2008, 2009 and 2010. CARRIED
YPM-Pre-audit letter & Terms of Engagement MOTION 09-10	Moved by Cou. Bengry to approve YPM's terms of engagement covering the December 31,2008 audit. CARRIED
Subdivision Extension Approval	Administration presented information on the Subdivision Extension for Mike Merrill's property located at 507 6 th Street West.
MOTION 09-11	Moved by Cou. Bengry to approve the Subdivision extension for Mike Merrill's property located at 507 6 th Street West to April 20 th 2009. CARRIED
Hours of Work Policy – H/20-A	The Director of Operations presented information on the Hours of Work Policy – H/20A.
MOTION 09-12	Moved by Cou. Court to approve Hours of Work Policy – H/20A with the amendment of October 15 to March 31 and April 1 to October 14 th for the Public Works standard winter and summer hours. CARRIED
Emergency Management Course MOTION 09-13	Moved by Cou. Jones to send Marian Carlson to the Canadian Emergency Management Course in Ottawa. CARRIED
Estate of Aletta Preyer	Council discussed the letter from Liddy Heninger regarding the Sewer Main Line repair at 241 4 th Street West. Administration has reversed the invoice for this work.

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FINANCIAL REPORT-NOVEMBER 30, 2008	The November 2008 Financial Report was presented. Moved by Cou. Smith to accept the November 2008 Financial Report.	CARRIED
COMMITTEE REPORTS AND OTHER REPORTS		
Town Council Motion List December 16, 2008	Town Council Motion List was presented for report.	
Other Council Committee Reports i. Chinook Foundation Requisition	Cou. Court presented information regarding the Chinook Foundation Requisition. The County requested that the requisition be based on population and not on equalized assessed values.	
MOTION 09-14	Moved by Cou. Bengry to receive a full financial statement from the Chinook Foundation before accepting any requisition.	CARRIED
	Cou. Barrus presented information regarding the Chief Mountain Solid Waste Authority. The truck driver has resigned and the Authority is in the process of finding someone new.	
	Cou. Russell reported on the Ag Society. The Ag Society would like to hold the next PowWow at the Agridome.	
	Cou. Russell was directed to let the Ag Society know that Council is not prepared to move the PowWow's location to the Agridome at this time.	
Bylaw/Animal Control Enforcement Report – December 2008	Council reviewed the December Bylaw/Animal Control Enforcement Report	
Snow Removal	Administration presented costs for the snow removal to date. Administration was directed to review the procedure of how snow is removed.	
QUESTIONS		
CORRESPONDENCE		
Cardston County – 2	Letter from Cardston County in response to the Director of Operations inquisition regarding maintenance of the road to the Transfer Station. Administration was directed to request that the County maintain the Transfer Station road and also address the implication of the number of County residents who use the Transfer Station. Cou. Barrus will discuss this with the CMSWA in their next meeting.	
	Letter from Cardston County regarding the proposed subdivision for the Westwind Rodeo Academy.	
SouthGrow Regional Initiative	Letter from SouthGrow Regional Initiative regarding the SouthGrow's Second Annual Recognition Celebration. The Cardston Pow Wow Committee is one of the finalists and the Town has been invited to send representation to attend the recognition event Thursday January 15 th at the Lethbridge Lodge at 5:30pm.	
Alberta Municipal Affairs – 2	Letter from Alberta Municipal Affairs regarding the updated 2008/2009 Municipal Financial Assistance Handbook that is available. Letter from Alberta Municipal Affairs regarding funding for emergency management training under the Municipal Sponsorship Program for 2008/09.	
Extension	Moved by Cou. Court to extend to 8:30pm	CARRIED
Alberta Recreation & Parks Association	Letter from Alberta Recreation & Parks Association regarding information and nomination forms for the Lieutenant Governor's Leadership for Active Communities Award.	
Alberta Environment	Letter from Alberta Environment regarding the Notice of Disposition (Change of Ownership)-License for Irrigation for NW 04-003-25-W4 & NE 5-3-25-W4. This is the water license associated with the Golf Course at point of use.	
Alberta Tourism, Parks & Recreation	Letter from Alberta Tourism, Parks & Recreation inviting the Town to submit a bid to host the 2012 Alberta Winter Games.	

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Cardston & District Association for the Handicapped	Letter from the Cardston & District Association for the Handicapped requesting a letter of support of their application for a matching grant towards a new handi-bus.	
MOTION 09-15	Moved by Cou. Barrus that the Town send a letter of support for the Cardston & District Association for the Handicapped grant application as requested.	CARRIED
Blackfoot Canadian Cultural Society	Letter from the Blackfoot Canadian Cultural Society inviting the Mayor and Council to attend the International Peace Pow-Wow 2009, February 28 th and March 1 st 2009 at the Enmax Center.	
	Mayor Schow, Cou. Bengry and Cou. Court will attend.	
Oldman Watershed Council	Letter from the Oldman Watershed Council regarding monetary support of the Oldman Watershed Council in the amount of \$1073.40 as based off population at \$0.30 per resident.	
MOTION 09-16	Moved by Cou. Jones to donate \$1073.40 to the Oldman Watershed Council as requested.	CARRIED
IN CAMERA AT 8:09PM	Moved by Cou.Barrus to go In Camera.	CARRIED
RECONVENE AT 8:29 PM	Moved by Cou. Bengry to Reconvene.	CARRIED
ADJOURNMENT	Moved by Cou. Bengry to adjourn.	CARRIED
	Adjournment at 8:30pm.	

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Mayor

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Chief Administrative Officer