



Cardston County Council Meeting Agenda

Held at the Cardston County Administrative Building
On Monday, December 11, 2017
Proceeding the Municipal Planning Commission Meeting

Councillors Present:

Reeve Jim Bester
Deputy Reeve Kevin Quinton
Councillor Randy Bullock
Councillor Wayne Harris
Councillor Roger Houghton
Councillor Fred Lacey
Councillor Royce Leavitt

Administration Present:

Murray Millward, Chief Administrative Officer
Paul Hascarl, Director of Operations
Josh Bourelle, Director of Planning Services
Joseph Hutter, Communications Clerk

1. Call to Order

1.1) Reeve Bester called the meeting to order at:

2. Opening Prayer

2.1) The opening prayer was offered by:

3. Adoption of the Agenda

3.1) Adoption of the December 11, 2017 Council Meeting Agenda.

4. Adoption of the Minutes

4. Adoption of the Minutes

- 4.1) Adoption of the November 27, 2017 Council Meeting Minutes.

5. Business Arising from the Minutes

6. Unfinished Business

- 6.1) **"Magrath Regional Trails Master Plan":**

Deferred from the November 27, 2017 Cardston County Council Meeting, a decision is required regarding the "Magrath Regional Trails Master Plan." Attached is an RFD for Council's review.

7. Reports to Council

- 7.1) **Chief Administrative Officer's Report.**

8. Delegations

- 8.1) **Edward Jones Investments (9:30 A.M.):**

Mr. Ken Doig from Edward Jones Investments will attend the Council Meeting to discuss the County's investments with the firm.

- 8.2) **Morgan Strate, Property Consultant - Benchmark Assessment Consultants Inc. (11:00 A.M.):**

Mr. Morgan Strate will attend Council to present an information session regarding the assessment process in Cardston County.

9. Lunch

- 9.1) **Staff and Council Christmas Lunch (12:00 P.M.)**

10. Requests for Decision

- 10.1) **Fire Response Billing Policy:**

Administration has developed Cardston County Policy ADMIN-P011 "Fire Response Billing" for Council's review. Attached is an RFD and draft policy for Council's review.

- 10.2) **Proposed Renaming of the Mountain View Seniors Centre to the "Broyce Jacobs Centre":**

10. Requests for Decision

Administration has circulated letters to County residents living within a three mile radius of Mountain View to gauge public interest in the proposed renaming of the Mountain View Seniors Centre to the "Broyce Jacobs Centre." Attached is an RFD for Council's review.

10.3) Complaint Regarding the Town of Cardston's Biosolid (Sludge) Storage Site:

A County resident has brought forth concerns involving the Town of Cardston's biosolid (sludge) storage site, located north of Aetna at NE 22-2-25 W4M. The resident claims that the fumes emanating from the site are detrimental to the health of surrounding residents, and wishes for the Town to relocate the storage site. Attached for Council's review is an RFD, letter and photos from the resident, memo from the Town to the County regarding biosolid storage, sludge analysis and a location map.

10.4) Ticketing of Trailer-less Vehicles with Installed Hitch Receivers:

During the November 27, 2017 Cardston County Council Meeting, Administration was instructed to develop and submit a letter to the Town of Cardston requesting that their bylaw officer refrain from ticketing trailer-less drivers with installed hitch receivers. Attached is an RFD for Council's review.

10.5) Subdivision and Development Appeal Board Appointees:

Administration requires Council's direction in regards to appointees for the Subdivision and Development Appeal Board. Administration has received interest from three new candidates, and three past members have also indicated their interest in serving. Attached is an RFD and two statements of interest for Council's review.

10.6) Cost of Living Wage Increase:

In December of each year, Administration requests that Council indicates the compensation increase percentage they wish to issue County employees for a cost of living adjustment (COLA). Attached for Council's review is an RFD and Stats Canada COLA statistics for 2016-2017.

10.7) Rescheduling of the January 8th, 2018 Cardston County Council Meeting:

Due to Councillor training occurring on January 8th, 2018, Council must reschedule the January 8th, 2018 Cardston County Council Meeting. Attached is an RFD for Council's review.

10.8) Village of Glenwood Land Acquisition:

The Village of Glenwood has requested that Cardston County Council consent to the

10. Requests for Decision

ownership of County land by the Village. This request stems from a dispute between the Village and a County resident over private property in which the Village's raw water wellhead is located on, legally known as SE 32-4-27 W4M. Attached is an RFD and letter from the Village of Glenwood for Council's review.

10.9) ACP Grant:

Administration is seeking Council's approval in regards to a joint application with the Town of Magrath for an Alberta Community Partnership (ACP) Grant for the purpose of receiving funding for the development of an Intermunicipal Collaboration Framework (ICF). Attached for Council's review is an RFD and program guidelines for the ACP Grant.

10.10) Recreation Committee:

In early 2017, Council established a Recreation Committee to discuss recreation related items that would be of benefit to the County and its residents. Administration is seeking Council's direction in regards to the composition of the Committee's members. Attached is an RFD for Council's review.

11. Additional Items

11.1) 2017 CAO Performance Evaluation:

Section 205.1 of the *Municipal Government Act* requires annual written performance evaluations to be performed by Council on the Chief Administrative Officer (CAO). Attached is an evaluation form for the 2017 CAO Performance Evaluation.

12. Correspondence and Information

12.1) Correspondence provided for review.

13. Financials

13.1) Financials provided for review.

14. In Camera Session

14.1) In camera session to be held pursuant to:

1. Section 197(2) of the *Municipal Government Act*; and
2. Section 17(4[f]), 21(1[ii]), 24(1[g]) of the *Freedom of Information and Protection of Privacy Act*.

15. Accounts Payable

- 15.1) Accounts payables over \$10,000 for approval.
- 15.2) Accounts payables under \$10,000 for approval.

16. Adjournment

- 16.1) Adjournment of the December 11, 2017 Council Meeting.