



Cardston County Council Meeting Agenda

Held at the Cardston County Administrative Building
On Friday, January 12, 2018 at 9:00 A.M.

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
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 January 12, 2018 Council Meeting Agenda.

4. Adoption of the Minutes

- 4.1) Adoption of the December 11, 2017 Council Meeting Minutes.

5. Business Arising from the Minutes

6. Unfinished Business

6.1) Regional Water Line Project:

Administration is seeking Council's direction in regards to funding and charges for the Regional Water Line Project. Attached for Council's review are two RFDs, and information concerning local improvement tax levies.

7. Delegations

7.1) Curtis Wynder (11:00 A.M.):

At 11:00 A.M., Mr. Curtis Wynder will attend the Council Meeting to discuss the upgrading of a road heading north from his property to the Mountain View gravel pit. Attached for Council's review is an RFD and area map.

7.2) Chief Mountain Gas Co-op (11:30 A.M.):

Representatives from Chief Mountain Gas Co-op will attend the Council Meeting at 11:30 A.M. to introduce themselves to Council and describe the services they provide to residents in Cardston County.

7.3) Mr. Bob Woodward and Ms. Kari Bunnage (1:30 P.M.):

At 1:30 P.M., Mr. Bob Woodward and Ms. Kari Bunnage will attend the Council Meeting to discuss the County's expropriation of a roadway located on Mr. Woodward's property. Please see Item 10.1 for further information.

7.4) Dr. Lloyd Clarke (3:00 P.M.):

At 3:00 P.M., Dr. Lloyd Clarke will attend the Council Meeting to discuss a proposed recreational facility. Attached is an RFD and an overview of the facility to brief Council on Dr. Clarke's presentation.

8. Reports to Council

8.1) Chief Administrative Officer's Report.

9. Lunch

9.1) Lunch.

10. Requests for Decision

10.1) Roadway Expropriation:

In August of 2016, Cardston County began the process of expropriating a roadway located on land owned by Mr. Bob Woodward. Mr. Woodward and Ms. Kari Bunnage will attend the Council Meeting at 1:30 P.M. to discuss the expropriation. Attached for Council's review is an RFD that provides background on the matter, Mr. Woodward and Ms. Bunnage's Council Meeting Delegation Form, the Approval and Written Reasons of Cardston County as the Approving Authority, a survey of the roadway and a proposal of payment letter from Cardston County to Mr. Bob Woodward and Mrs. Lorraine Woodward dated July 31, 2017.

10.2) Federation of Canadian Municipalities:

Administration has received a letter and invoice from the Federation of Canadian Municipalities (FCM) seeking Cardston County's membership in the organization. Attached for Council's review is an RFD, letter and membership quote from FCM.

10.3) Donation Request from the Magrath Curling Club:

The Magrath Curling Club has submitted a donation request from Cardston County for a total of \$5,000.00, or whatever amount Council deems appropriate. Attached for Council's review is an RFD, request letter, water purification system quote and a quote for the replacement of eight tables and sixty chairs.

10.4) Town of Magrath's Request for Support in CFEP Application:

Administration has received a request for support from the Town of Magrath in regards to their CFEP grant application. In 2016, Cardston County Council passed a motion to support the Town's application, but the application deadline expired prior to the Town's application submission. The Town of Magrath is now enquiring to see if Council will provide support for their application during the current grant intake period. Attached for Council's review is an RFD, a letter to the Town of Magrath dated July 13, 2016 and a letter from the Town of Magrath dated December 13, 2017.

10.5) Custom Spraying Invoice:

The Cardston County ASB Board has submitted a recommendation to Council in regards to a County resident's concerns with a custom spraying invoice issued by the County. Attached is an RFD, letter from the resident, an Inspector's Notice, 2017 Cardston County ASB Custom Spray Program, letter from Mr. Rod Foggin to County residents

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and an explanation of charges to the resident.

10.6) Re-permitting of the Cardston County Composting Facility:

Administration is seeking Council's direction in regards to the re-permitting of the Cardston County Composting Facility. Attached for Council's review is an RFD, re-permitting application and proposed operations plan.

10.7) Town of Cardston Sludge Site Cleanup:

Administration is seeking Council's direction in regards to the ASB Board's recommendation that the cost of equipment and labour provided to the Town of Cardston for the cleanup of their sludge site be waived. Attached for Council's review is an RFD concerning the matter.

10.8) ACP Grant Application:

The MD of Pincher Creek has applied for Alberta Community Partnership (ACP) funding in collaboration with the MD of Willow Creek, MD of Ranchland, Municipality of Crowsnest Pass, the Village of Cowley and Cardston County. The purpose of the application is to receive funding for the development of Intermunicipal Development Plans (IDP) between the MD of Pincher Creek and the municipalities listed above. As a requirement of the ACP application, all municipalities involved in the application must provide a motion that supports the application. Attached for Council's review is an RFD and completed ACP application.

10.9) Village of Glenwood:

The Village of Glenwood has received \$50,000 in ACP funding for the purpose of providing mediation to assist in concluding negotiations for a Joint Service Agreement between the Village and Cardston County. In a letter dated December 19, 2017, the Village indicated that they were interested in utilizing the funding to provide mediation for an Intermunicipal Collaboration Framework (ICF) between the Village and Cardston County. Council must determine if they wish to begin the mediation process with the Village of Glenwood to develop an ICF. Attached for Council's review is an RFD, correspondence between the Village and County, the Village's proposed Joint Service Agreement and the County's proposed Joint Service Agreement.

10.10) Development Agreements:

The Municipal Planning Commission approved three subdivisions at the December 11th, 2017 MPC Meeting. 2017-0-180 (Larry Van Orman), 2017-0-181 (193489 AB Ltd.) and 2017-0-182 (Larry Van Orman) were all approved subject to conditions, one of which

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being a development agreement.

Administration requires Council's direction in regards to the determination of the requirements for development agreements for each subdivision.

Attached for Council's review is an RFD, Development Agreement Standard, Road Approach Agreement and Subdivision Decisions (2017-0-180), (2017-0-181) and (2017-0-182).

10.11) Bridge Tender - Pothole Creek:

Administration is seeking Council's direction in regards to awarding a contract for the bridge replacement over Pothole Creek. Attached for Council's review is an RFD, tender results and a letter from Mr. Garry Roberts - Bow Valley Bridge Services LTD.

10.12) Review of Road Allowance Leases:

Administration is seeking Council's direction in regards to a revision of the County's road allowance leasing policy. Attached is an RFD, the MD of Willow Creek's road allowance leasing policy, sample road closure bylaw and "Agreement to Allow Landowner to Use a Closed Roadway for Agricultural Purposes," and Cardston County Policy PW-P014 "Road Allowance Leases, Closures and Sales."

11. Land Use Bylaw Amendment:

11.1) Cardston County Bylaw 704.2018 (Wayne Passey Rezoning):

The purpose of the application is to redesignate approximately 14 acres from the Agriculture District (AG) to the Single-lot Country Residential District - SCR in order to facilitate future subdivision of the existing homestead. The proposed use of the land will be to accommodate the subdivision of 1 residential parcel of 14 acres in size to facilitate a pending land sale.

Attached for Council's review is a Land Use Bylaw Amendment Report, proposed Cardston County Bylaw 704.2018 (Wayne Passey Rezoning) and a Notice of Public Hearing for the aforementioned proposed bylaw.

12. Additional Items

12. Additional Items

- 12.1) Items added to the agenda.

13. Correspondence and Information

- 13.1) Correspondence provided for review.

14. Financials

- 14.1) Financials provided for review.

15. In Camera Session

- 15.1) 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*.
- 15.2) The Chief Administrative Officer will provide an update to Council regarding legal matters concerning the County.
- 15.3) The Chief Administrative Officer will provide a response to the CAO Evaluation conducted during the December 11, 2017 Cardston County Council Meeting.

16. Accounts Payable

- 16.1) Accounts payables for approval.

17. Adjournment

- 17.1) Adjournment of the January 12, 2018 Council Meeting.