

BY-LAW #1627

A By-Law of the Town of Cardston, in the Province of Alberta for the purpose of authorizing the establishment of a Communities in Bloom Committee for the Town.

WHEREAS, the Council of the Town of Cardston has the authority to pass By-laws in the Town of Cardston under the provision of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000; and

NOW THEREFORE The Council of the Town of Cardston, in the Province of Alberta, duly assembled, hereby enacts as follows:

Jurisdiction

1. The Committee's jurisdiction will encompass:
 - a. The Town of Cardston.
 - b. The Town may, when found beneficial, enter into agreements with other jurisdictions.

Composition of the Committee

2. The Committee shall consist of eight members, who shall be appointed by resolution of Council and consist of the following:
 - a. One member of the Council of the Town of Cardston;
 - b. One member of the Chamber of Commerce as they so designate;
 - c. One member of the Cardston & District Historical Society as they so designate;
 - d. Five members at large.
3. All members shall remain in office until their respective successors are appointed.
4. The maximum term of office for any member, excepting members of the Committee from the respective Council, Chamber of Commerce, and Historical Society shall be two consecutive terms, at which time the member must retire for a period of at least one year. A term is defined as 2 years.
 - a. In the event of a vacancy occurring, the person appointed to fill such a vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen.
 - b. Any member of the Committee who is absent from three consecutive meetings of the Committee shall (unless such absence be caused through illness or be authorized by resolution of the Committee and entered upon its minutes) forfeit his office and another member shall be appointed by Council for the remainder of the

term of office.

Conduct of Meetings

5. The meetings shall be conducted as follows:

- a. The Chairperson of the said Committee shall be chosen at the annual organization meeting being held each December; A Vice Chairperson and a Secretary shall also be chosen at that time. In the event of resignation of the Chairperson prior to December, the Vice Chairperson shall assume that role until the next annual organization meeting.
- b. Regular meetings of the Committee shall be held as decided by the Committee, with a minimum of 6 meetings a year, with the time and place of such regular meetings to be determined by the Committee at its first meeting, which may be changed by the Committee from time to time as said Committee may deem advisable.
- c. Special meetings of the Committee may be called on twenty-four hours notice by the Chairperson or at the request of any three members of the Committee.
- d. A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary of the Committee.
- e. A quorum of the said Committee shall be a majority of the members of the Committee.
- f. The Chairperson shall have a vote on any question and in the event of a tie, the motion will be lost.

Duties and Responsibilities of the Committee

6. The purpose of the Committee shall be generally:

- a. To follow the mandate of the Provincial Communities in Bloom program.
 - i. The Committee shall select the level of participation in the program each year and apply for the appropriate membership level.
- b. To plan, develop, implement, evaluate, and advise as to all matters pertaining to public spaces, grounds, streets, boulevards, trees, flower planting, and general Town and community beautification efforts and any other matter pertaining to the Provincial Communities in Bloom program. The level of support provided shall be determined by the Committee and Town Council as deemed to be in the general interest of the Town and its residents.
- c. To oversee all beautification projects for the Town and to create an awareness of the beautification of the Town.

- d. To cooperate with other government agencies, the Town committees, civic groups, and others concerned, in the advancement of sound planning for town beautification.
 - e. To set planning and strategic objectives to help set and oversee annual beautification projects and to assist in the implementation, acquisition and/or construction of the same.
 - f. To encourage residents and businesses and institutions to be involved in making aesthetic improvements to their properties and to help with the same as it concerns public spaces and vacant lots and to set standards for the same.
 - g. To provide and encourage opportunities for education involving horticulture and basic building and grounds maintenance and enhancement.
 - h. To participate in fundraising activities and develop various funding options for projects and undertakings of the committee.
 - i. To review existing Town Bylaws and determine appropriate modifications and recommend the same to Council in the interest of furthering the Communities in Bloom program.
 - j. To present new Bylaws or policy documents to Council for consideration from time to time in relation to the Provincial Communities in Bloom criteria and judging categories.
7. The Committee shall advise and make recommendation to the Parks & Recreation Foreman and/or Town Council.
 8. This Committee does not have the powers requisite to pass bylaws or to bind the Town or its employees.
 9. The Committee shall, in cooperation with other agencies, be concerned with the promotion and development of those programs pertaining to Communities in Bloom.
 10. In the interest of a well-balanced, coordinated Communities in Bloom program, the Committee shall cooperate with and encourage all organizations: public, private, civic, social, and religious, within its jurisdiction, which are supporting, promoting, and working for Communities in Bloom in the broadest application.
 11. The Committee may appoint sub-committees to deal with any special phase of matters coming within the scope and jurisdiction of the Committee as herein set forth.
 12. The Committee shall hear and consider representation by any individual, organization, or delegation of citizens with respect to the Communities in Bloom program and when empowered by the Bylaw or the policy manual, act on such recommendation arising therefrom as the Committee shall deem to be in the general interests of all citizens.

- a. If the specific item is outside of the specified powers of the Committee, the item must be referred to Council with accompanying advisory recommendations from the Committee.
13. Annually and prior to September 30th, the Committee shall submit to the Town Council a budget of established expenditures and revenues for the next following year with respect to all matters over which, under the terms of this bylaw, the Committee has jurisdiction.
14. In the event that a request for decision arises, and the Committee needs further approval before the request can be granted, the Committee will send the request along with advising recommendations to Town Council.
15. Neither the said Committee nor any member thereof shall have:
 - a. The power to pledge the credit of the Town in connection with any matters whatsoever; or
 - b. Any power to authorize any expenditure which is not a previously budgeted item to be charged against the Town of Cardston.

Conduct of the Committee Members

16. Any officer employed by the Town of Cardston, or any appointed member of a Committee or Board who works in any department under the scope of this Bylaw shall conduct themselves in a professional manner, and shall not use any obscene or improper language, or other conduct injurious to the moral tone and well-being of the service provided under this Bylaw.
17. All participants or observers in programs sponsored by the Committee shall conduct themselves in a professional manner as stated in Section 16.
 - a. Any participants or observers found violating any of the provisions of Section 16 may be asked to remove themselves from the program.
18. Council may, with reason, request the resignation of any member of the Committee at any time prior to the expiry date of the member's term of office, and any member of the Committee may resign at any time upon sending a written notice to that effect to the Secretary of the Committee.
 - a. Any members of the Committee found violating any of the provisions of Section 16 may be asked to resign from their term of office on the Committee.

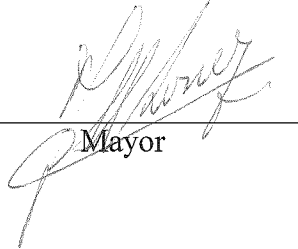
This Bylaw comes into force upon final reading, whereupon By-Law #1574 shall be rescinded.

Read a first time this 14th day of October 2014.

Read a second time this 28th day of October 2014.

Read a third and final time this 28th day of October 2014.

Signed by the Mayor and CAO this 30 day of October 2014.



Mayor



Chief Administrative Officer