

TOWN OF CARDSTON  
 MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL HELD  
 DECEMBER 10, 2024 IN COUNCIL CHAMBERS

**PRESIDING** Mayor Maggie Kronen in the Chair.

**PRESENT Council**

Maggie Kronen	Mayor
John Grainger	Deputy Mayor
Paula Brown	Councillor
Allan Burton	Councillor
Tim Court	Councillor
Marsha Jensen	Councillor
Jared Kenly	Councillor

**Administration**

Jeff Shaw	Chief Administrative Officer
Joshua Langill	Assistant Administrator
Shem Simmons	Communications Clerk
Jill Heninger	Office and Finance Manager
Waid Isfeld	Water & Wastewater Operator
Curtis Kerr	Water & Wastewater Operator

**Others**

Nate McCarthy	Channel 32
Logan McCarthy	Channel 32
Murray Valyear	Temple City Star
Sgt. Bob Wright	RCMP
Marcia	Citizen

**CALL TO ORDER** The meeting was called to order at 5:00 PM.

**ADDITIONS AND ADOPTION OF AGENDA**

MOTION 2024-283 MOVED by Cllr. Brown that the agenda be adopted as presented. CARRIED

**DELEGATIONS**

Employee Service Recognition

Mayor and Council recognized Waid Isfeld and Curtis Kerr for their years of service as Town Employees.

Sgt. Bob Wright – RCMP: Quarterly Report

Sgt. Wright presented the RCMP Quarterly report.

**ADOPTION OF THE MINUTES**

MOTION 2024-284 MOVED by Cllr. Jensen that the minutes of the regular meeting of council held on November 26, 2024 be adopted as presented. CARRIED

RECESS MOVED by Cllr. Grainger that Council recess the meeting at 5:22 PM. CARRIED

RECONVENE MOVED by Cllr. Kenly that Council reconvene the meeting at 5:55PM. CARRIED

**BYLAW AND POLICY**

Budget 2025

Mr. Shaw presented the budget to Council.

Budget 2025: Library

MOTION 2024-285 MOVED by Cllr. Kenly that Council direct administration to: request that the Library reduce their 2025 budget by \$10,000.00; proceed with forming a working group of Council and the Library Board to explore operations and funding; and, proceed with applying for a 2025 ACP grant for a consultant to work with the Library on operations. CARRIED

MOTION 2024-286 MOVED by Cllr. Brown that the Town of Cardston Support the Handibus by granting them the \$2,000.00 they requested. CARRIED

MOTION 2024-287 MOVED by Cllr. Brown that the 2025 operating and capital budgets be adopted as presented and that the 2026 – 2027 operating and 2026 – 2029 capital budgets be approved as presented in principle. CARRIED

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Budget 2025: Loans (Continued review of budget)

Draft Bylaw 1720: Election Bylaw (Consider amendment)

Draft Policy F-30-1: Facility Conduct (Seeking feedback)

Draft Bylaw Amendment 1649N – Electrical Distribution Bylaw (Consider 3 readings)

MOTION 2024-288 MOVED by Cllr. Brown that Bylaw Amendment 1649N – Electrical Distribution Bylaw be given first reading.

CARRIED

MOTION 2024-289 MOVED by Cllr. Jensen that Bylaw Amendment 1649N – Electrical Distribution Bylaw be given second reading.

CARRIED

MOTION 2024-290 MOVED by Cllr. Court that Council allow third reading of Bylaw Amendment 1649N – Electrical Distribution Bylaw.

CARRIED UNANIMOUSLY

MOTION 2024-291 MOVED by Cllr. Burton that Bylaw Amendment 1649N – Electrical Distribution Bylaw be given third and final reading.

CARRIED

Cllr. Burton was excused from the meeting at 7:30 PM.

Draft Bylaw Amendment 1693B: Garbage and Recycling Bylaw (Consider further readings)

MOTION 2024-292 MOVED by Cllr. Court that Bylaw Amendment 1693B: Garbage and Recycling Bylaw be given second reading.

CARRIED

MOTION 2024-293 MOVED by Cllr. Grainger that Bylaw Amendment 1693B: Garbage and Recycling Bylaw be given third and final reading.

CARRIED

Sunday Facility Use Request (Consider policy waiver)

MOTION 2024-294 MOVED by Cllr. Kenly that Council grant Minor Hockey’s request for an exception to the Sunday Facility Use Policy.

CARRIED

MOTION 2024-295 MOVED by Cllr. Brown that Council direct administration to review the Sunday Facility Use Policy and bring council a new draft.

CARRIED

**OTHER BUSINESS**

Letter to Blood Tribe Chief and Council (Review and consider approval)

MOTION 2024-296 MOVED by Cllr. Brown that Council send the proposed letter as amended to the newly elected Chief and Council congratulating them on their recent election.

CARRIED

Electrical Department Funds Transfer (Consider moving funds from reserves)

MOTION 2024-297 MOVED by Cllr. Kenly that Council transfer \$124,000 from reserve account 4-10-269 to electrical capital account 2-92-762.

CARRIED

Follow up from Previous Delegations: Greg Burt – Cardston Handibus Association

**COMMITTEE AND  
OTHER REPORTS**

The following reports were received by Council:

- CPO Report November 2024
- CAO Report
- November 30, 2024 Budget to Actual

RECEIVED

**QUESTIONS** None this meeting.

**CORRESPONDENCE** None this meeting.

**RECESS** MOVED by Cllr. Kenly that Council recess the meeting at 7:47 PM.

CARRIED

**RECONVENE** MOVED by Cllr. Brown that Council reconvene the meeting at 7:52 PM.

CARRIED

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**CONFIDENTIAL  
ITEMS**

- MOTION 2024-298    MOVED by Cllr. Brown that Council move to closed session at 7:52 PM to discuss the following matters:
- a.    Campground Contract *[FOIPP 16(1)]*
  - b.    CAO Review *[FOIPP 19(1)(2)]*
  - c.    Council Internal Review *[FOIPP 19]*
- CARRIED
- MOTION 2024-299    MOVED by Cllr. Court that Council return to the open meeting of Council at 8:58 PM.  
CARRIED
- MOTION 2024-300    MOVED by Cllr. Jensen that Council extend the meeting until 9:00 PM.  
CARRIED
- MOTION 2024-301    MOVED by Cllr. Kenly that Council accept the campground contractor proposal from Shawn and Patty Pitcher.  
CARRIED
- MOTION 2024-302    MOVED by Cllr. Brown that Council direct Jeff Shaw to attend the sustainable communities conference.  
CARRIED
- ADJOURNMENT**    MOVED by Cllr. Court that the meeting be adjourned at 9:00 PM.

These minutes Approved this 14 day of January, 2025

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Mayor  
Maggie Kronen

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Chief Administrative Officer  
Jeff Shaw