

**TOWN OF CARDSTON**  
**MINUTES OF THE COUNCIL COMMITTEE OF THE WHOLE MEETING HELD**  
**JUNE 3, 2025 IN COUNCIL CHAMBERS**

**PRESIDING** Deputy Mayor Jared Kenly in the Chair.

**PRESENT**

**Council**

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

**Administration**

Jeff Shaw	Chief Administrative Officer
Joshua Langill	Assistant Administrator
Jill Heninger	Director of Corporate Services

**Others**

Tammy Johnson	Delegation
Crystal Haitsma	Delegation

**ABSENT**

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

**ADDITIONS AND  
ADOPTION OF  
AGENDA**

CCW MOTION 2025-17 MOVED by Mayor Kronen that the agenda be adopted as presented. CARRIED

Cllr. Brown arrived at 5:01 PM

**DELEGATION**

5:00 PM

Tammy Johnson

Tammy Johnson made a presentation regarding the Town's trees at the Card Home and the damage they are causing to the building she manages to the north.

She made a request to have the trees adjacent to the building removed as well as the Town to cover the costs of cleanup and repair to the roof.

Rubber roof redone in 2021.

Delegation was excused at 5:04 PM.

**ADOPTION OF THE  
MINUTES**

**CCW MOTION  
2025-18**

MOVED by Mayor Kronen that the minutes of the Council Committee of the Whole meeting held on May 6, 2025 be adopted as presented.

CARRIED

**BYLAW AND POLICY**

Bylaw 1703 – Procedural Bylaw

Administration presented a potential update to Bylaw 1703 – Procedural Bylaw.

The Committee discussed the potential update and that this is aimed at having something in place for future Councils.

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5:25 PM

Crystal Haitisma

Crystal Haitisma made a presentation regarding developing a secondary suite at her home and requested an exemption from Council of the Land Use Bylaw to do so.

Delegation was excused at 5:42 PM.

This request will be on the next agenda to address.

**BYLAW AND POLICY**

Abatement Policy Considerations

The Committee discussed the Abatement Policy.

Allowing for 100% in both year one and two?

Have something in place in incentivize improvements?

Sunday Sports Policy

The Committee discussed the Sunday Sports Policy.

The Committee doesn't want the staff compelled to work.

**OTHER BUSINESS**

Ag Society Agreement Amendment

The Committee discussed the proposed amendment to the Ag Society Agreement.

Traffic Analysis

Administration presented information on traffic signs in the Town.

Get signs up at the top of the hill there saying no horses and the bottom.

Grainger – if we have signage not in compliance with the regulation (RTAC), then that should be priority.

Burton-cross walk at the top of the hill on 5<sup>th</sup> Ave E – needs to be addressed. Around elementary school, have a couple spots where there are flashing crosswalks. Trees crossing 3<sup>rd</sup> Ave Bridge – need to be trimmed, north of provincial bldg., people are parking where the street is narrow and there's a tree that needs to be removed.

Grainger – 5<sup>th</sup> Ave – worst sight line in town-needs better signage there – full activated crosswalk for the kids to use, flashing light down the hill as well.

Kenly – change yield sign on 4<sup>th</sup> Street on 2<sup>nd</sup> Avenue. Both sides.

**RECESS**

MOVED by Cllr. Brown to recess at 6:46 PM.

CARRIED

**RECONVENED**

MOVED by Cllr. Jensen to reconvene at 7:09 PM.

CARRIED

**QUESTIONS**

**CORRESPONDENCE**

Peter Casurella - SouthGrow (Invitation to AGM)

Cllr. Jensen will attend.

Kim Simmonds – Primary Care Alberta (Introduction and invitation)

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Town of Cardston - Development (Hearing notice)

**CONFIDENTIAL ITEMS**

CCW MOTION 2025-19      MOVED by Mayor Kronen that Council close the meeting at 7:11 PM to discuss the following matters:

- Bylaw Proposal [FOIPP 23(1)]
- Intermunicipal Relations [FOIPP 21]
- Business Matter [FOIPP 16]

CARRIED

CCW MOTION 2025-20      Moved by Cllr. Jensen to reconvene to the regular meeting at 7:59 PM.

CARRIED

**ADJOURNMENT**

MOVED by Mayor Kronen that the meeting be adjourned at 8:00 PM.

These minutes Approved this 2 day of September, 2025

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Deputy Mayor  
Jared Kenly

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Chief Administrative Officer  
Jeff Shaw