



**CYPRESS COUNTY**  
**Meeting Minutes**  
**Regular Council October 2, 2018 - 10:00 A.M.**

**Council Present:** Dan Hamilton, Deputy Reeve  
Dustin Vossler, Councillor  
Darcy Geigle, Councillor  
Robin Kurpjuweit, Councillor  
Shane Hok, Councillor  
Ernest Mudie, Councillor  
Michelle McKenzie, Councillor  
Alf Belyea, Councillor

**Regrets:** Richard Oster, Reeve

**Administration  
Present:**

Peter Tarnawsky, Interim Chief Administrative Officer  
Jeffrey Dowling, Director of Municipal Services  
Kim Dalton, Acting Director Public Works/ic Works Operations Supervisor  
John Belanger, Director of Corporate Services  
LesleyAnn Collins, Executive Assistant

**1 CALL TO ORDER - 10:01 A.M.**

**Resolution No. 2**  
2018/533

**AGENDA - ADDITIONS, DELETIONS AND APPROVAL**  
**Moved** Councillor Hok

That Council approve the agenda with the addition of 6.3 Graham Community Library Budget Subsidy attachment, 7.1 Bylaw 2018/32 Hamlet Public Roadway revised, and Delegation - Dan Hofer, Hwy 515 Concerns.

**CARRIED**

*\*\*Emergency and Protective Services Supervisor, Kelly Meyer and Assistant Planner, Kaylene Simpson joined the meeting at 10:02 A.M.*

### **3 PUBLIC HEARING**

The Deputy Reeve opened the Public Hearing for Bylaw 2018/25 Land Use Amendment (SW 10-11-7-W4) and Bylaw 2018/33 Fire Services.

#### **3.1 Bylaw 2018/25 - Land Use Amendment (SW 10-11-7-W4)**

Assistant Planner, Kaylene Simpson explained Paul Breault has submitted application to reclassify a 4.5 ha (11.1 acres) parcel from Agricultural District 2 (A-2 General Agriculture) to Country Residential Farmstead Separation District (CR-FS). The property is located at the S.W. 10-11-7-W4. If the land use amendment is approved, then the applicant's intent is to apply to the Municipal Planning Commission for approval to subdivide the parcel from the remainder of the agricultural title. The existing title is 39.29 ha (97.11 acres) in size.

The property is located along Range Road 73, approximately 0.8 km east of Seven Persons and immediately north of Highway 3. Both the proposed reclassification area, as well as the remainder of the agricultural title will have direct and immediate access to Range Road 73.

The proposed reclassification area consists of the applicant's residence and farm yard. There is irrigated cropland situated to the north of the proposed area, while the remainder of the agricultural title consists of dryland pasture.

The irrigation turnout for the property is located adjacent to the north east property boundary and has been excluded from the proposed reclassification area. Therefore, the irrigation turnout will remain with the agricultural title.

If the application were to be approved, the proposed reclassification and subsequent subdivision would result in the third and final title eligible to be taken out of the quarter section. A residence could still be developed on the remainder of the agricultural title. The proposed parcel is located outside of the Tri-Area Intermunicipal Development Plan boundaries.

The Assistant Planner recommends approval as the proposal complies with the Agricultural strategy under the Implementation of the Plan of the South Saskatchewan Regional Plan, and Section 3.4 (n) of the County's Municipal Development Plan.

#### **Applicants Comments**

The applicant, Mr. Breault explained the proposed parcel has its own water source for household use and will apply to SMRID to address water for the proposed yard site and access to the irrigation turnout.

**Support of the Application**

None.

**Opposition of the Application**

None.

**Applicants Final Comments**

The applicant had no final comments.

**3.2 Bylaw 2018/33 - Fire Services**

A Bylaw for Fire Services for the safety, health and welfare of people and the protection of people and property, and for services provided by on or behalf of the municipality.

The Director of Municipal Services explained Cypress County does not currently have a Fire Services Bylaw. Adopting a Fire Services Bylaw provides an avenue for Council to provide direction to Administration and the public regarding matters associated with Fire Services within Cypress County. The Fire Services Bylaw establishes the regulations that addresses the safety, health and welfare for County residents and their property, and authorizes operations for Cypress County Fire Services.

The proposed Bylaw addresses the following;

- the delivery of Fire Services,
- establishes the administrative duties, responsibilities and authorities of the Emergency Services Supervisor/Fire Chief and Deputy Fire Chief,
- the powers of an incident commander on scene,
- fire protection service agreements,
- fire guardians,
- issuance of fire permits,
- fire restrictions and fire bans,
- recovery of firefighting costs,
- offences for contraventions of the Bylaw, and associated penalties,
- the right to appeal an order.

The proposed Fire Services Bylaw has been developed based on consultation with district chiefs as well as review of other similar bylaws by Counties in Alberta.

**Comments/Questions from the Public**

Kyle Forbes stated that 30 fire permits per month equals 300 fires in 10 months that would be crammed into a two-month window rather than spread out throughout the calendar year. He stated that this could exhaust resources during the two-month period.

Fire Chief Kelly Meyer stated that snow cover helps contain the fire and reduces potential for spreading.

Mr. Forbes expressed his concern that the fire restriction will become less effective as the public may choose to burn at other times during the year without obtaining a permit.

Mr. Forbes stated that the County is slow in implementing a fire ban which could help limit access to lease land by the public.

Fire Chief Meyer indicated there are other means lease holders can use to adhere to Provincial Legislation to limit access to lease land other than the Fire Services Bylaw.

Ross Straub indicated that he was directly affected by the Hilda Wild Fire and in in favour of the Fire Services Bylaw. Mr. Straub stated it will simplify the distinction between a fire ban and fire restriction.

Don McLennan stated that issuing fire bans and fire restrictions during appropriate times is reasonable and disagrees that limiting the ability to burn to two months of the year may not match conditions, and there should be flexibility to when fire permits could be issued throughout the year.

Councillor Geigle clarified that weather conditions can change rapidly even during other times of the year and the County's priority is to protect property.

Mr. McLennan agreed with Mr. Forbe's earlier statement that increasing the number of permits will increase the volume of material to be burned due to limited burning periods.

Councillor Kurpjuweit gave an example of one year ago when there was snow and then conditions dried out resulting in a fire, and suggested consideration may be given to expanding the months when permits are issued.

Mr. McLennan suggested expanding the period to allow burning or limit burning to when there is snow cover.

Councillor Mudie stated he would prefer consideration the County be divided into zones.

Councillor McKenzie stated that she was in favour of the Bylaw.

The Deputy Reeve Closed the Public hearing.

*\*\*Emergency and Protective Services Supervisor, Kelly Meyer left the meeting at 10:57 A.M.*

**Recess: 10:57 A.M.**

**Reconvene: 11:05 A.M.**

**4 CLOSED SESSION**

**Resolution No.** 4.1  
2018/534

**Close the Meeting**  
**Moved** Councillor McKenzie

That Council close the meeting to the Public for Agenda item 11.3 Dunmore Storm Water Pond Analysis FOIPPA Sec 16 (1)(a) at 11:06 A.M.

**CARRIED**

*\*\*Councillor Vossler joined the meeting at 11:40 A.M.*

**Resolution No.** 4.2  
2018/535

**Open the Meeting**  
**Moved** Councillor Hok

That Council move to open the meeting to the Public at 11:50 A.M.

**CARRIED**

**5 DELEGATION**

**5.1 Dan Hofer, Hwy 515 Concerns**

Dan Hofer, who is an adjacent resident of Hwy 515 appeared before Council and gave a presentation expressing his concerns over the poor condition of Highway 515. Mr. Hofer's primary concern is one of safety to the travelling public. Mr. Hofer is seeking Council's support to advise Alberta Transportation to improve the road condition of Hwy 515.

**Recess:** 12:01 P.M.

**Reconvene:** 12:39 P.M.

**Resolution No.** 6.1  
2018/536

**Minutes - September 18 Council**  
**Moved** Councillor Geigle

That Council approve the minutes of the September 18, 2018 Council meeting as presented.

**CARRIED**

**7 MUNICIPAL SERVICES**

**Resolution No.** 7.1  
2018/537

**Bylaw 2018/25 - Land Use Amendment (SW 10-11-7-W4) - Second Reading**  
**Moved** Councillor Geigle

That Council provide 2<sup>nd</sup> reading of Bylaw 2018/25.

**CARRIED**

**Resolution No.** 7.1.1  
2018/538

**Bylaw 2018/25 - Land Use Amendment (SW 10-11-7-W4) - Third Reading**  
**Moved** Councillor Mudie

That Council provide 3<sup>rd</sup> reading of Bylaw 2018/25.

**CARRIED**

*\*\*Assistant Planner, Kaylene Simpson left the meeting at 12:48 P.M.*

- Resolution No. 7.2 2018/539**      **Bylaw 2018/33 - Fire Services - Amended**  
**Moved** Councillor Kurpjuweit
- That Council amend Bylaw 2018/33 Fire Services to include in Section 9.2 *Permits will be issued to the public from November 1 to February 28, subject to the discretion of the Fire Chief or designate.*
- CARRIED**
- 
- Resolution No. 7.2.1 2018/540**      **Bylaw 2018/33 - Fire Services Second reading Amended**  
**Moved** Councillor Kurpjuweit
- That Council provide 2<sup>nd</sup> reading of Bylaw 2018/33 Fire Services as amended.
- CARRIED**
- 
- Resolution No. 7.2.2 2018/541**      **Bylaw 2018/33 - Fire Services - Third Reading**  
**Moved** Councillor Mudie
- That Council provide 3<sup>rd</sup> reading of Bylaw 2018/33 Fire Services.
- CARRIED**
- 
- Resolution No. 7.3 2018/542**      **Bylaw 2018/34 - MD of Taber & Cypress County ICF - Second Reading**  
**Moved** Councillor Geigle
- That Council provide 2<sup>nd</sup> reading of Bylaw 2018/34 MD of Taber & Cypress County ICF.
- CARRIED**
- 
- Resolution No. 7.3.1 2018/543**      **Bylaw 2018/34 - MD of Taber & Cypress County ICF - Third Reading**  
**Moved** Councillor Belyea
- That Council provide 3<sup>rd</sup> reading of Bylaw 2018/34 - MD Taber and Cypress County IDP.
- CARRIED**
- 
- Resolution No. 7.4 2018/544**      **Dunmore Intersection Costs**  
**Moved** Councillor Kurpjuweit
- That Council authorize the Reeve and CAO to sign the Memorandum of Agreement with Alberta Transportation.
- CARRIED**
- 
- Resolution No. 7.4.1 2018/545**      **Dunmore Intersection Costs**  
**Moved** Councillor Belyea
- That Council increase the County's portion of the funding by \$30,000 for a total funding contribution of up to \$400,000 with funding coming from the Accelerated Rehabilitation Fund.
- CARRIED**

*\*\*Assessment Supervisor, Steven Toews joined the meeting at 1:35 P.M.*

**Resolution No. 7.5**      **Director of Municipal Services Report**  
2018/546                      **Moved** Councillor Kurpjuweit

That Council receive the Director of Municipal Services report as presented.

**CARRIED**

**8                      CORPORATE SERVICES**

**Resolution No. 8.1**      **Policy ADM 2 - Social Media**  
2018/547                      **Moved** Councillor Vossler

That Council approve Policy ADM 2 Social Media as presented.

**CARRIED**

**Resolution No. 8.2**      **Policy ADM 34 - Assessment and Tax Rate**  
2018/548                      **Moved** Councillor Hok

That Council direct Administration to develop an Assessment and Tax Rate Policy as per the recommendations made by Administration in the October 2, 2018 Tax presentation.

**CARRIED**

**Resolution No. 8.2.1**      **Policy ADM 34 - Assessment and Tax Rate (CAP Levy)**  
2018/549                      **Moved** Councillor Mudie

That Council direct Administration to bring back the CAP Levy Bylaw with amendments to include a \$0.25 per tonne levy.

**CARRIED**

**Resolution No. 8.2.1.1**      **Policy ADM 34 - Assessment and Tax Rate (Municipal Consent & Access Fee)**  
2018/550                      **Moved** Councillor Geigle

That Council direct Administration to establish a Municipal Consent and Assess Fee Bylaw as presented.

**DEFEATED**

*\*\*Assessment Supervisor, Steven Toews left the meeting at 3:13 P.M.*

**Resolution No. 8.3**      **Graham Community Library Budget Subsidy**  
2018/551                      **Moved** Councillor Vossler

That Council direct Administration to provide the Graham Community Library in Ralston with a one time grant of \$15,000.

**DEFEATED**

- Resolution No. 8.4**      **Water License Transfer Consultant**  
2018/552                      **Moved** Councillor Belyea
- That Council direct Administration to issue a RFP for a consultant to build a business case for water license transfer up to \$20,000.
- CARRIED**
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- Resolution No. 8.5**      **Budget Process**  
2018/553                      **Moved** Councillor McKenzie
- That Council receive the report as information.
- CARRIED**
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- Resolution No. 8.6**      **Director of Corporate Services Report**  
2018/554                      **Moved** Councillor Hok
- That Council receive the Director of Corporate Services report as presented.
- CARRIED**
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- 9                      PUBLIC WORKS**
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- Resolution No. 9.1**      **Bylaw 2018/32 - Hamlet Public Roadway**  
2018/555                      **Moved** Councillor Vossler
- That Council provide 2<sup>nd</sup> reading of Bylaw 2018/32 Hamlet Public Roadway as amended.
- CARRIED**
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- Resolution No. 9.2**      **Director of Public Works Report**  
2018/556                      **Moved** Councillor Geigle
- That Council receive the Director of Public Works Report as presented.
- CARRIED**
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- 10                      CHIEF ADMINISTRATOR'S OFFICE**
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- Resolution No. 10.1**      **Council Meeting Date Conflict**  
2018/557                      **Moved** Councillor Kurpjuweit
- That Council cancel the November 20<sup>th</sup>, 2018 Council meeting.
- CARRIED**
- 
- Resolution No. 10.2**      **Status Report 2018 Operational Plan**  
2018/558                      **Moved** Councillor Kurpjuweit
- That Council receive the 2018 Bridging Operational Plan Status Report as information.
- CARRIED**



**Resolution No. 2018/559**    **10.2.1**    **Status Report 2018 Operational Plan**  
**Moved** Councillor McKenzie

That Council direct Administration to use the report to guide efforts during the balance of the 2018 and in planning for 2019-2021.

**CARRIED**

**Resolution No. 2018/560**    **10.3**    **CAO Report**  
**Moved** Councillor Geigle

That Council approve the Chief Administrative Officer report as presented.

**CARRIED**

**11            NEW BUSINESS**

**Resolution No. 2018/561**    **11.1**    **Appointment of Interim Chief Administrative Officer**  
**Moved** Councillor Geigle

That Council appoint Jeffrey Dowling to carry out the powers, duties and functions of Chief Administrative Officer on an interim basis from October 11, 2018 to November 12, 2018.

**CARRIED**

**Resolution No. 2018/562**    **11.2**    **Understanding Condition of Highway 515**  
**Moved** Councillor Mudie

That Council direct Administration to negotiate with Alberta Transportation to upgrade and take over maintenance of Highway 515.

**CARRIED**

**Resolution No. 2018/563**    **11.3**    **Business Case for Prairie Rose School Division No. 8 Arena**  
**Moved** Councillor Kurpjuweit

That Council postpone Business Case for Prairie Rose School Division No. 8 Arena to the October 15, 2018 meeting.

**CARRIED**

**Resolution No. 2018/564**    **12**        **REEVE AND COUNCILLOR REPORTS**

Council provided a verbal report on various internal and external meeting attended.  
**Moved** Councillor Vossler

That Council approve the Reeve and Councillor reports as presented.

**CARRIED**

**Resolution No. 2018/565**    **12.1**    **RMA Convention Attendance**  
**Moved** Councillor Vossler

That Council authorize Tarolyn Aaserud, CAO and LesleyAnn Collins, Executive Assistant to attend the Fall 2018 RMA Convention.

**CARRIED**

**13 CLOSED SESSION**

*\*\*Emergency and Protective Services Supervisor, Kelly Meyer joined the meeting at 4:10 P.M.*

**Resolution No.** 13.1  
2018/566

**Close the Meeting**  
**Moved** Councillor Mudie

That Council close the meeting to the Public for Agenda items 11.3 Dunmore Strom Water Pond Analysis FOIPPA Sec 16(1)(a)ii, 11.4 Hilda Fire Report Summary FOIPPA Sec 24(1) and 11.5 Alberta Water License Acquisition FOIPPA Sec 21(1) at 4:12 P.M.

**CARRIED**

**Resolution No.** 13.2  
2018/567

**Open the Meeting**  
**Moved** Councillor Hok

That Council move to open the meeting to the Public at 4:50 P.M.

**CARRIED**

**Recess:**

**4:50 P.M.**

**Reconvene:**

**4:53 P.M.**

**Resolution No.** 13.4  
2018/569

**Hilda Fire Report Summary - FOIPPA Sec 24(1)**  
**Moved** Councillor Oster

That Council move to receive the information summary of the investigative report from The Alberta Office of the Fire Commissioner pertaining to the wildland fire that occurred west of Hilda, on October 17, 2017.

**CARRIED**

**Resolution No.** 13.5  
2018/570

**Alberta Water License Acquisition - FOIPPA Sec 21(1)**  
**Moved** Councillor McKenzie

That Council authorize Administration to amend the purchase contract AWE to allow the purchase of the 130 ac/ft of additional capacity at an additional cost of \$650,000.

**CARRIED**

**14 ADJOURNMENT**

The Deputy Reeve adjourned the meeting at 4:58 P.M.

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Reeve

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Chief Administrative Officer