



MINUTES

Cypress County Council Meeting
Administration Building, Dunmore Alberta
March 6, 2018

COUNCIL PRESENT:

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

REGRETS:

Richard Oster, Reeve

ADMINISTRATION PRESENT:

Doug Henderson, Chief Administrative Officer
Curtis Richter, Director of Public Works
John Belanger, Director of Corporate Services
Jeffrey Dowling, Planning Supervisor
LesleyAnn Collins, Official Recorder

CALL TO ORDER:

10:00 A.M

***Assistant Planner, Kaylene Simpson, joined the meeting at 10:02 A.M.*

AGENDA - ADDITIONS, DELETIONS & APPROVAL:

Resolution No. 2018/106

Councillor Geigle moved to accept the agenda with the addition of Gravel Haul Tendering to 8e) Public Works.

Carried.

PUBLIC HEARING:

Deputy Reeve Hamilton opened the Public Hearing for Bylaw 2018/01 Land Use Amendment.

Purpose of Public Hearing – Bylaw 2018/01

To discuss and receive public comment on Bylaw 2018/01, to re-classify a portion of the SW 10-10-3-W4, from Agricultural District 2 “A-2 General Agriculture” to Country Residential District 2 “CR-2”.

Kaylene Simpson explained Robert Pender has submitted application to reclassify a 2.98 ha (7.36 acres) parcel from Agricultural District 2 (A-2 General Agriculture) to Country Residential District 2 (CR-2). The property is located at the SW 10-10-3-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 current title is 64.3 ha (159 acres) in size. A new residence was constructed within the proposed land use amendment area.

The property is located along Highway 41, and is approximately 1.6 km north of Highway 515. Both the proposed parcel, and the remainder of the agricultural title have direct access to Highway 41.

There is cultivated cropland situated north of the proposed parcel, while the rest of the agricultural title consists of pasture land. There is a small ravine that is situated on the east side of the proposed parcel. Storm water flows along this ravine and continues further to the north.

There is one subdivision that is 0.8 km to the south of the proposed parcel location. The properties in the immediate area are all classified as agriculture. There are no other country residential districts in the area.

The applicant is requesting the proposed parcel size to comply with Country Residential District 2, to accommodate a larger accessory building than what is permitted in the Country Residential District, and to accommodate the required 20 metre setback distance from all property lines. The proposed parcel follows the established fence lines of the area.

If approved, the proposed parcel would be the first subdivision out of the quarter section. A second 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.

The 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.

Applicant’s Comments

Shane Pender, on behalf of the applicant, Robert Pender explained they are requesting 7.36 acres be reclassified to accommodate a large shop. The proposed reclassification follows the existing fence line of the existing yard site. There is a spring in the ravine that they want to use for yard watering.

Support of the Application

None.

Opposition of the Application

None.

Questions/Comments

Councillor Geigle inquired if there is an approach on the proposed parcel. Mr. Pender stated that there is.

Applicant’s Final Comments

None.

The Deputy Reeve closed the Public Hearing.

MINUTES:

Resolution No. 2018/107

Councillor Vossler moved to approve the minutes of the February 20th, 2018 Council meeting as presented.

Carried.

MUNICIPAL SERVICES:

**Bylaw 2018/01 –
Land Use Amendment
(SW 10-10-3-W4)**

An application was received from Robert Pender, to re-classify a portion of the SW 10-10-3-W4, from Agricultural District 2 “A-2 General Agriculture” to Country Residential District 2 “CR-2”.

Resolution No. 2018/108

Councillor Geigle moved 2nd reading of Bylaw 2018/01.

Carried.

Resolution No. 2018/109

Councillor Belyea moved 3rd reading of Bylaw 2018/01.

Carried.

**Bylaw 2018/07 –
Seven Persons Area
Structure Plan**

The purpose of the Seven Persons Area Structure Plan is to provide a framework to guide future growth and land uses in an orderly and economical manner. This Plan was developed to promote Seven Persons as a result of Council's strategic planning.

Resolution No. 2018/110

Councillor McKenzie moved 1st reading of Bylaw 2018/07.

Carried.

**Bylaw 2018/08 –
Land Use Amendment
(Dunmore)**

On May 3, 2016, Council adopted Bylaw 2016/18 for the purposes of reclassifying an 11.5 ha area in Dunmore from Agricultural IDP District 1 "A-1 IDP" to Hamlet Residential (Single Family) District "HSR".

If a subdivision application were to be submitted now, the earliest the Municipal Planning Commission could consider the application for approval is April 10, 2018. As a result, the developer would be left with only three weeks before the May 3rd. Therefore, the developer's engineer, is requesting an amendment to Bylaw 2016/18 to extend the original May 3rd expiry date an additional six months.

Resolution No. 2018/111

Councillor Kurpjuweit moved 1st reading of Bylaw 2018/08.

Carried.

Resolution No. 2018/112

Councillor Vossler moved 2nd reading of Bylaw 2018/08.

Resolution No. 2018/113

Councillor Vossler moved to amend Section 1 of Bylaw 2018/08 by replacing “3 years” with “2 years 6 months” of the final reading of the Bylaw, shall be null and void.

Carried.

Resolution No. 2018/112

Councillor Vossler moved 2nd reading of Bylaw 2018/08 as amended.

Carried.

Resolution No. 2018/114

Councillor Hok moved for unanimous consent for Bylaw 2018/08 to be read for 3rd reading.

Carried Unanimously.

Resolution No. 2018/115

Councillor Belyea moved 3rd reading of Bylaw 2018/08.

Carried.

***Assistant Planner, Kaylene Simpson, left the meeting at 10:45 A.M.*

**Fire Guardian
Appointments**

The Forest and Prairie Protection Act (FPPA) requires rural municipalities to appoint a sufficient number of fire guardians annually.

Resolution No. 2018/116

Councillor Mudie moved to appoint Mary Davies, Becky Mack, Julie Hala, Shirley Walker, Nadine Munro, Anna Mast, for the issuance, suspension and cancellation of fire permits only, and Cam Klatt, Les Derkson, Jack Zieffle, Dwayne Johnston, Justin Derzaph, Ross Straub, Bryce Jans, Brady Pancoast, and Perry Yeast, as fire guardians.

Carried.

**Dissolution of
Fire Service Board**

The Fire Service Board (FSB) was established in July of 2014 to recommend a Plan to Council to establish the governance for all fire service activities within Cypress County. During the Fire Service Board meeting on February 23, 2018 FSB recommended to dissolve the Fire Service Board.

Resolution No. 2018/117

Councillor McKenzie moved to direct Administration to draft a Bylaw to repeal Bylaw 2016/15 Fire Service Board.

Carried.

**Peace Officer
Incident Report**

A report was presented of the 2017 Incidents attended by the Peace Officer throughout the County.

Resolution No. 2018/118

Councillor Mudie moved to receive for information.

Carried.

**Recreation
Board Meeting**

Applications have started to be submitted from local community groups requesting operating and capital grants for 2018. Therefore, a date needs to be set for the 2018 Recreation Board Meeting.

Resolution No. 2018/119

Councillor Vossler moved to hold the 2018 Recreation Board Meeting at 1:00 P.M. on April 17, 2018.

Carried.

**Recreation
Master Plan**

The last time a Recreation Master Plan was updated was in 1990-1992, when there were still two recreation boards. It analyzes existing parks and recreation demands and sets out a realistic course of action for the future.

Resolution No. 2018/120

Councillor McKenzie moved to direct Administration to invite Requests for Proposals for a County Recreation and Parks Master Plan, including cemeteries.

Carried.

Consent Agenda

The consent agenda was presented. It included a letter from MD of Taber that was sent to Minister of Municipal Affairs and a letter from Alberta Health Services recommendations on cannabis regulations.

Resolution No. 2018/121

Councillor Vossler moved to receive the consent agenda for information.

Carried.

CORPORATE SERVICES:

Procurement and Tender Opening Procedure

A report was presented outlining Cypress County's procurement and tendering opening procedures.

Resolution No. 2018/122

Councillor Kurpjuweit moved to direct Administration to prepare examples of procurement documents used in the purchase of services, materials and projects and bring back to a future meeting.

Carried.

RECESS: 11:06 A.M.

RECONVEINE: 11:12 A.M.

**Alberta First
Responders Radio
Communication
System (AFRRCS)**

AFRRCS is a two way radio network for first responders in municipal, provincial and first nations agencies across the province. It is designed to improve responder communication and ultimately the safety of all Albertans. Administration presented a report on coverage throughout the County and implementation of the service.

Resolution No. 2018/123

Councillor Hok moved to receive for information.

Carried.

**Director of Corporate
Services Report**

The Director of Corporate Services Report was presented.

Resolution No. 2018/124

Councillor McKenzie moved to receive the Director Corporate Services Report as presented.

Carried.

DELEGATION:

**Medicine Hat and
District Chamber
of Commerce**

Lisa Kowalchuk, Executive Director of the Medicine Hat and District Chamber of Commerce appeared before Council and gave a presentation outlining their vision, mission and goals.

PUBLIC WORKS:

**2018 Spring Road
Tour Dates**

At the December 5, 2017 meeting, Council directed Administration to hold a Road Tour in the spring of 2018. Therefore, a date needs to be set.

Resolution No. 2018/125

Councillor Kurpjuweit moved to hold a Spring Road Tour on June 1st, 2018 beginning at 8:00 A.M.

Carried.

**Gravel Road
Maintenance –
Twp Rd 90**

Information was presented with respect to gravel road maintenance on Twp Rd 90 for 2.6 km east of the Bull Trail that enters White Ash Ranches.

Resolution No. 2018/126

Councillor Mudie moved to direct Administration to provide an updated road maintenance report on Twp Rd 90 east of the Bull Trail that enters White Ash Ranches and adjacent Bull Trail and Hwy 515 by June 5, 2018.

Carried.

RECESS: 12:03 P.M.

RECONVEINE: 12:52 P.M.

Contract Graders

On February 6th, 2018, Council directed Administration to bring back the 3 contract grader end dates to a future meeting.

Resolution No. 2018/127

Councillor Belyea moved to direct Administration to make all current contact grader agreement end dates November 15, 2020.

Carried.

Contract Gravel Haul

Resolution No. 2018/128

Councillor Hok moved to direct Administration to tender the contact gravel haul in 2018 per tonne and per km for one year.

Carried.

Resolution No. 2018/129

Councillor Vossler moved to direct Administration to research lease rates of a belly/bottom dump trailer for the 2018 gravel haul and bring back to a future meeting.

Carried.

Director of Public Works Report

The Director of Public Works Report was presented.

Resolution No. 2018/130

Councillor Hok moved to receive the Director of Public Works Report as presented.

Carried.

REPORTS:

Chief Administrative Officer Report

The Chief Administrative Officer Report was presented.

Resolution No. 2018/131

Councillor Kurpjuweit moved to receive the Chief Administrative Officer Report as presented.

Carried.

Action Items

The Action Items Report was presented.

Resolution No. 2018/132

Councillor Belyea moved to receive the Action Items Report as presented.

Carried.

Reeve/Councillors' Reports

Councillor McKenzie attended an Agricultural Service Board meeting, a Fire Services Board meeting and a Cypress View Foundation meeting.

Councillor Geigle attended an Agricultural Service Board meeting and a Fire Services Board meeting.

Councillor Hok attended an Agricultural Service Board meeting and a Highway 3 Twinning Association meeting.

Deputy Reeve Hamilton attended a Cypress View Foundation meeting and the recreation cheque presentation to the City of Medicine Hat.

Resolution No. 2018/133

Councillor McKenzie moved to receive the Councillor reports as presented.

Carried.

**CONFIDENTIAL
(IN-CAMERA)**

Doug Henderson, John Blanger and Jeffrey Dowling attended to provide advice to Council and Curtis Richter and LesleyAnn Collins attended for general interest purposes. All staff with the exception of the CAO were excused at 2:40 P.M. The CAO was excused at 3:10 P.M.

Resolution No. 2018/134

Councillor Vossler moved that Council close the meeting to the public for Agenda Items 10a) Designated Industrial Property Contract and Delegation FOIP Section 16(1), 10b) Southern Alberta Dark Fiber Connectivity FOIP Section 16(1), 10c) Broadband Enablement Business Case FOIP Section 16(1) and 10d) Strategic Planning Implementation FOIP Section 24(1) at 1:41 P.M.

Carried.

Resolution No. 2018/135

Councillor Belyea moved to open the meeting to the public at 3:45 P.M.

Carried.

**Designated Industrial
Property Contract
and Delegation**

Resolution No. 2018/136

Councillor Vossler moved to direct Administration to enter into a contract with the Province for Designated Industrial Property and participate in the hybrid approach at a requested rate of \$100,000 to \$150,000 as negotiated.

Carried.

**Southern Alberta
Dark Fibre
Connectivity
Opportunity**

Resolution No. 2018/137

Councillor McKenzie moved to direct Administration to send a letter to the City of Brooks stating that Cypress County is interested in participating in the Southern Alberta Dark Fibre Connectivity Opportunity.

Carried.

ADJOURN:

The Deputy Reeve declared the meeting adjourned at 3:49 P.M.

REEVE

CHIEF ADMINISTRATIVE OFFICER