



## **MINUTES**

Cypress County Council Meeting  
Administration Building, Dunmore Alberta  
April 17, 2018

### **COUNCIL PRESENT:**

Richard Oster, Reeve  
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

### **ADMINISTRATION PRESENT:**

Peter Tarnawsky, Interim Chief Administrative Officer  
John Belanger, Director of Corporate Services  
Curtis Richter, Director of Public Works  
Jeffrey Dowling, Acting Director of Municipal Services and  
Planning Supervisor  
LesleyAnn Collins, Executive Assistant

**CALL TO ORDER:** 10:03 A.M

### **AGENDA - ADDITIONS, DELETIONS & APPROVAL:**

#### **Resolution No. 2018/182**

Councillor Hok moved to accept the agenda with the addition of Land FOIP Section 25(1) to 10c) Confidential and 2018 Spring Road Tour Date Change to 7e) Public Works.

Carried.

### **MINUTES:**

#### **Resolution No. 2018/183**

Deputy Reeve Hamilton moved to approve the minutes of the April 3, 2018 meeting as presented.

Carried.

*\*\*Travis Beck, Finance and Accounting Supervisor joined the meeting at 10:04 A.M.*

**DELEGATION:**

**Auditors KPMG –  
Audit Planning  
Presentation**

KPMG presented the Audit Planning Report for the year ending December 31<sup>st</sup>, 2017 during the Confidential Session.

**CONFIDENTIAL**

Peter Tarnawsky, John Belanger, and Travis Beck attended to provide advice to Council and Jeffrey Dowling, Curtis Richter and LesleyAnn Collins attended for general interest purposes.

**Resolution No. 2018/184**

Councillor Vossler moved to close the meeting to the public for Agenda item 10b) Financial Statements FOIP Section 24(l)(h) at 10:06 A.M.

Carried.

**Resolution No. 2018/185**

Councillor McKenzie moved to open the meeting to the public 10:48 A.M.

Carried.

*\*\* Travis Beck, Finance and Accounting Supervisor left the meeting at 10:48 A.M.*

**RECESS:** 10:48 A.M.

**RECONVEINE:** 10:54 A.M.

*\*\* Kelly Meyer, Emergency and Protective Services Supervisor joined the meeting at 10:54 A.M.*

**MUNICIPAL SERVICES:**

*Councillor Vossler left the meeting at 10:54 A.M. due to a pecuniary interest. His father, Gary Vossler owns NE 24-11-7-W4 that was brought forward for reclassification in Bylaw 2018/10.*

**Bylaw 2018/10 –  
Land Use Amendment  
(NE 24-11-7-W4)**

An application was received from Global Raymac Surveys, on behalf of Gary and Patricia Vossler, to re-classify a portion of the NE 24-11-7-W4, from Agricultural District 2 “A-2 General Agriculture” to Country Residential District 2 “CR-2”.

**Resolution No. 2018/184**

Councillor McKenzie moved 1<sup>st</sup> reading of Bylaw 2018/10.

Carried.

*\*\* Councillor Vossler rejoined the meeting at 10:57 A.M.*

**Bylaw 2018/11–  
Repeal Fire  
Services Board**

Bylaw 2018/11 has been created to repeal the Fire Service Board Bylaw 2016/11. 1<sup>st</sup> and 2<sup>nd</sup> reading was passed at the April 3, 2018 meeting.

**Resolution No. 2018/185**

Deputy Reeve Hamilton moved 3<sup>rd</sup> reading of Bylaw 2018/10.

Carried.

*\*\* Kelly Meyer, Emergency and Protective Services Supervisor left the meeting at 11:02 A.M.*

**CORPORATE  
SERVICES:**

**2017 Audited  
Financial Statements  
and Financial  
Information Return**

2017 Audited Financial Statements and 2017 Financial Information Return were presented earlier in the meeting.

**Resolution No. 2018/186**

Councillor Belyea moved to approve the 2017 Audited Financial Statements and the 2017 Financial Information return as presented.

Carried.

**Examples of  
Tender Documents**

On March 6, 2018 Council requested Administration bring back examples of documents used by the County to procure Goods and Services.

**Resolution No. 2018/187**

Councillor Kurpjuweit moved to receive for information.

Carried.

**Director of Corporate  
Services Report**

The Director of Corporate Services Report was presented.

**Resolution No. 2018/188**

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

Carried.

**PUBLIC WORKS:**

**Gravel Haul Tender**

At the April 3, 2018 meeting, Council postponed discussion of the Gravel Haul Tender.

**Resolution No. 2018/189**

Deputy Reeve Hamilton moved to direct Administration to release the Gravel Haul Request for Tender, including maps of work locations, locations of gravel stockpile pits and price per Tonne/km and to amend Bylaw 2018/03 Master Rates accordingly by removing Haul Rate and Load Factor and amending Travel Rate to match the Alberta Road Builders Guide under the subheading Contract Gravel Trucks.

Carried.

**Policy R7 Contract  
Gravel Trucks –  
Proposed Amendments**

At the March 6, 2018 meeting, Council directed Administration to tender the contract gravel haul in 2018 per tonne and per km for one year. Prior to releasing the tender, it was determined that issuing the tender would currently be in contravention of Policy R7 Contract Gravel Trucks.

**Resolution No. 2018/190**

Councillor McKenzie moved to approve Policy R7 Contract Gravel Trucks set by bid price Tonnes/per km as amended by adding Section 10. Scope of work changes are priced based on Master Rates Bylaw.

Carried.

**RECESS:** 12:08 A.M.

**RECONVEINE:** 12:46 P.M.

**Low Grade Road Request**

A Development Permit application has been received by Dubeau Ranch Ltd. to move a mobile home onto their property located at NW ¼ 36-12-8-W4 and have requested to continue utilizing a section of Gravel Low-Grade Road for access to their driveway.

**Resolution No. 2018/191**

Councillor Hok moved to approve the request by Dubeau Ranch Ltd. to sustain 200 metres in Rge Rd 81 located at SE 2-13-8-W4 as a Gravel Low Grade Road to the quarter line.

Carried.

**Director of Public Works Report**

The Director of Public Works Report was presented.

**Resolution No. 2018/192**

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

Carried.

**2018 Spring Road Tour Date Change**

Due to a ICF-IDP workshop proposed for June 1<sup>st</sup> in Hanna requiring Chief Elected Officials and Chief Administration Officers (CAO) from bordering municipalities to attend, the

County's Reeve and Interim CAO will be unavailable to participate in the 2018 Spring Road Tour scheduled for June 1<sup>st</sup>.

**Resolution No. 2018/193**

Councillor Mudie moved to reschedule the 2018 Spring Road Tour to May 30, 2018.

Carried.

**New Business:**

**Recreation Trail  
Between Desert  
Blume & City of  
Medicine Hat**

**Resolution No. 2018/194**

Councillor Vossler moved to authorize the Reeve and CAO to engage in formal discussions with the City of Medicine Hat regarding a paved trail providing a safe linkage between the Desert Blume and Medicine Hat communities for walking & biking, as an alternate to the public roadway, and that staff bring a report identifying potential costs, timing and other implications for planning and construction of such a trail for consideration by Council as part of the 2019 budget planning process.

Carried.

**Grants**

**Resolution No. 2018/195**

Councillor Mudie moved to direct Administration to evaluate the possibility of hiring someone who's duties would be strictly to pursue grants that benefit Cypress County ratepayers and our surrounding communities, and recommend how to proceed.

Carried.

**Letter of Support  
for Regional  
Transportation System**

**Resolution No. 2018/196**

Councillor Hok moved that Cypress County supports the Lethbridge Chamber of Commerce recommendation that stakeholders adopt and participate in a systems approach for provincial transportation systems planning.

Carried.

**Library Board  
Financial  
Statements**

**Resolution No. 2018/197**

Councillor Hok moved to endorse the Library Board request that Travis Beck, Cypress County Finance and Accounting Supervisor, complete a Financial Review of the 2017 Statement of Receipts and Disbursements to allow the Library Board to submit its 2018 Application for Financial Assistance.

Carried.

**Library Board  
Bylaw Amendments**

**Resolution No. 2018/198**

Councillor Geigle moved to direct staff to bring forward amendments to the Library Bylaw to add two (2) members at large.

Carried.

**REPORTS:**

**Interim Chief  
Administrative  
Officer Report**

The Interim Chief Administrative Officer Report was presented.

**Resolution No. 2018/199**

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

Carried.

**Reeve/Councillors'  
Reports**

Councillor Hok attended a Highway 3 Twinning Association meeting and a Recreation Funding cheque presentation to the Town of Redcliff.

Councillor Mudie and Councillor Belyea attended a Palliser Economic Partnership meeting.

Deputy Reeve Hamilton attended various meeting regarding potential projects throughout the County.

Councillor Geigle attended a Library Board meeting.



Reeve Oster attended an Invest Medicine Hat meeting, Library Board meeting, Rural Crime Watch meeting, Mayor's and Reeve's meeting and various meetings regarding potential projects in the County.

**Resolution No. 2018/200**

Councillor Kurpjuweit moved to receive the Councillor reports as presented.

Carried.

**Resolution No. 2018/201**

Councillor Hok moved to hold the Grant Ainsley Inc. corporate media training communication training on June 4, 2018.

Carried.

**CONFIDENTIAL**

Peter Tarnawsky, Kelly Meyer attended to provide advice to Council and John Belager, Curtis Richter, Jeffrey Dowling and LesleyAnn Collins attended for general interest purposes.

**Resolution No. 2018/202**

Deputy Reeve Hamilton moved to close the meeting to the public for Agenda item 10a) Intermunicipal Matter FOIP Section 21(1), 10b) at 1:43 P.M.

Carried.

**Resolution No. 2018/203**

Councillor Hok moved to open the meeting to the public at 2:25 P.M.

Carried.

**Resolution No. 2018/204**

Councillor Mudie moved to direct Administration to evaluate accessibility and viability of land, as discussed in the Confidential Session, for a future logistics park.

Carried.

**Resolution No. 2018/205**

Deputy Reeve Hamilton moved to provide authorization to CAO and Director of Corporate Services to purchase water licences as discussed in the Confidential Session.

Carried.

**ADJOURN:**

The Reeve declared the meeting adjourned at 2:29 P.M.

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REEVE

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DESIGNATED OFFICER