



MINUTES

Cypress County Council Meeting
Administration Building, Dunmore Alberta
May 1, 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
LesleyAnn Collins, Executive Assistant

CALL TO ORDER: 10:00 A.M

AGENDA - ADDITIONS, DELETIONS & APPROVAL:

Resolution No. 2018/206

Deputy Reeve Hamilton moved to accept the agenda as presented.

Carried.

MINUTES:

Resolution No. 2018/207

Councillor Hok moved to approve the minutes of the April 17, 2018 meeting as presented.

Carried.

***Jason Storch, Agricultural Services Supervisor joined the meeting at 10:04 A.M.*

Resolution No. 2018/208

Councillor Belyea moved to approve the minutes of the April 17, 2018 Recreation Board meeting as presented.

Carried.

MUNICIPAL SERVICES:

**Bylaw 2018/16 –
Library Board
Amendment**

At the April 17, 2018 meeting, Council requested Administration bring back amendments to the Library Board Bylaw to add two (2) additional members at large.

Resolution No. 2018/209

Councillor Mudie moved 1st reading of Bylaw 2018/16.

Carried.

Resolution No. 2018/210

Councillor Geigle moved 2nd reading of Bylaw 2018/16.

Carried.

Resolution No. 2018/211

Councillor McKenzie moved for unanimous consent for Bylaw 2018/16 to be read for 3rd reading.

Carried Unanimously.

Resolution No. 2018/212

Councillor Belyea moved 3rd reading of Bylaw 2018/16.

Carried.

ASB Annual Report

The 2017 Annual Agricultural Service Board report was presented.

Resolution No. 2018/213

Councillor Kurpjuweit moved to receive for information.

Carried.

***Kelly Meyer, Emergency and Protective Services Supervisor joined the meeting at 10:18 A.M.*

**ASB Policy
Approval –
ASB 2.7 Grain
Bag Roller**

The ASB has developed a policy governing a program for the rolling and recycling of grain bags.

Resolution No. 2018/214

Councillor Vossler moved to approve Policy ASB 2.7 – Grain Bag Rolling and Recycling as presented.

Carried.

Resolution No. 2018/215

Deputy Reeve Hamilton moved to direct Administration to track costs and recoveries achieved from the Grain Bag Rolling and Recycling program to be included in the 2018 Agricultural Services Board report.

Carried.

*** Jason Storch, Agricultural Services Supervisor left the meeting at 10:45 A.M.*

**Director of
Municipal Services
Report**

The Director of Municipal Services Report was presented, along with a report from Emergency and Protective Services Supervisor, Kelly Meyer, regarding the significant fire risk in the County due to increased fuel loads left over from last year.

Resolution No. 2018/216

Councillor Kurpjuweit moved to receive the Director of Municipal Services Report as presented.

Carried.

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

RECESS: 11:15 A.M.

RECONVEINE: 11:20 A.M.

DELEGATION:

Shortgrass Library System

Petra Mauerhoff, Chief Executive Officer, of the Shortgrass Library System appeared before Council and presented an update on services and supports for Cypress County libraries.

CORPORATE SERVICES:

Bylaw 2018/18 – Property Tax

The Municipal Government Act requires Council to pass a Property Tax Bylaw annually, allowing the municipality to raise revenues to cover expenditures, transfers and requisitions as set out in the budget.

Resolution No. 2018/217

Councillor Kurpjuweit moved 1st reading of Bylaw 2018/18.

Carried.

Resolution No. 2018/218

Deputy Reeve Hamilton moved 2nd reading of Bylaw 2018/18.

Carried.

Resolution No. 2018/219

Councillor Vossler moved for unanimous consent for Bylaw 2018/18 to be read for 3rd reading.

Carried Unanimously.

Resolution No. 2018/220

Councillor Belyea moved 3rd reading of Bylaw 2018/18.

Carried.

**Bylaw 2018/21 –
Community Aggregate
Payment Levy**

On April 4, 2018, Council directed Administration draft a CAP Levy Bylaw. Under the Municipal Government Act, municipalities have the ability to voluntarily pass a Community Aggregate Payment (CAP) bylaw that requires operators to report shipments based on tonnage and pay a levy of up to the regulated maximum rate of \$0.40 per tonne of sand and gravel extracted.

Resolution No. 2018/221

Councillor Mudie moved 1st reading of Bylaw 2018/21.

Carried.

Resolution No. 2018/222

Councillor Hok moved 2nd reading of Bylaw 2018/21.

Carried.

Resolution No. 2018/223

Councillor McKenzie moved for unanimous consent for Bylaw 2018/121 to be read for 3rd reading.

Carried Unanimously.

Resolution No. 2018/224

Councillor Vossler moved 3rd reading of Bylaw 2018/21.

Carried.

**Personnel Policy –
Proposed Amendments**

Recent modifications to Provincial Legislation require amendments to the Personnel Policy. In addition, other policies have been rescinded and incorporated into the Policy.

Resolution No. 2018/225

Councillor Kurpjuweit moved rescind Policy ADM5 – Smoking in the Work Place; Rescind ADM 13 - Employment of Relatives; Rescind ADM PR1 - Benefits of Temporary and Seasonal Employees; Rescind ADM PR2 - Maternity Leave; and approve the Personnel Policy as presented.

Carried.

RECESS: 12:02 P.M.

RECONVEINE: 12:45 A.M.

**Irvine Ag Complex
Facility Audit**

On March 6, 2018 Council directed Administration to invite requests for Proposal for a County Recreation and Parks Master Plan, including cemeteries. The Facility in the County that sees the most use is the Irvine Agriculture Complex. The Facility is 35 years old and has not had any major renovation. Prior to commissioning a full-scale Master Plan for Recreation and Parks, it may be prudent for the County to have a facility audit completed on the Irvine Ag Complex.

Resolution No. 2018/226

Deputy Reeve Hamilton moved to direct Administration to have a facility audit completed on the Irvine Ag Complex and postpone the Requests for Proposals for a County Recreation and Parks Master Plan, including cemeteries, until the condition and serviceability of this facility is known.

Carried.

Resolution No. 2018/227

Councillor Mudie moved to directed Administration to research perpetual care and services of cemeteries and bring back to a future meeting.

Carried.

Financial Report

The Quarterly Financial report ending March 31, 2018 was presented.

Resolution No. 2018/228

Councillor Hok moved to receive for information.

Carried.

Director of Corporate Services Report

The Director of Corporate Services Report was presented.

Resolution No. 2018/229

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

Carried.

PUBLIC WORKS:

Bylaw 2018/20 – Private Dust Control Special Tax

A Bylaw for Cypress County to impose a Special Tax on parcels of land benefiting from the placement of dust treatment.

Resolution No. 2018/230

Deputy Reeve Hamilton moved 1st reading of Bylaw 2018/20.

Carried.

Resolution No. 2018/231

Councillor Hok moved 2nd reading of Bylaw 2018/21.

Carried.

Resolution No. 2018/232

Councillor Belyea moved for unanimous consent for Bylaw 2018/121 to be read for 3rd reading.

Carried Unanimously.

Resolution No. 2018/233

Councillor Vossler moved 3rd reading of Bylaw 2018/21.

Carried.

**Lease Rates
Belly/Bottom
Dump Trailer**

At the March 6, 2018 meeting, Council requested Administration research lease rates of a belly/bottom dump trailer for the 2018 road gravelling program.

Resolution No. 2018/234

Councillor Vossler moved to lease a tri-axel belly/bottom dump trailer from Southland International Trucks Ltd. at an estimated cost of \$3,000 per month.

Carried.

**Suffield Paving
Change Order
Request**

It was recommended to Council consider having additional roadways paved with hot mix asphalt when Brooks Asphalt and Aggregate come to complete the 2017 paving project so that all streets and avenues in Suffield will have a hot mix asphalt surface.

Resolution No. 2018/236

Councillor Belyea moved direct Administration to research cost of extending underground utilities under subject roadways prior to negotiating the change order with Brooks Asphalt & Aggregate to complete additional roadways in Suffield with hot mix asphalt paving at a cost not to exceed \$203,500 with funds coming from the remaining 2017 Capital Budget.

Carried.

**Sanitary Sewer
Service Connection**

A letter was received by a resident in Suffield at 148-6th Street who is requesting their property be exempt from connecting to the sanitary sewer and remain on their septic field.

Resolution No. 2018/237

Councillor Mudie moved to enforce Bylaw 2016/43 and have the resident connect to the sanitary sewer system and 148 6th Street in Suffield.

Defeated.

Resolution No. 2018/238

Deputy Reeve Hamilton moved to exempt the sanitary sewer connection requirement located at 148 6th Street Suffield on the conditions of an agreement signed and a caveat registered on the title, with the following conditions:

Connection to the Sanitary Sewer Services must be made when:

- Additions to or replacement of the residence occurs
- Transfer of title of ownership
- Failure of current septic field.

Carried.

**Director of Public
Works Report**

The Director of Public Works Report was presented.

Resolution No. 2018/239

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

Carried.

RECESS: 2:15 P.M.

RECONVEINE: 2:25 P.M.

CORPORATE SERVICES:

Bylaw 2018/18 – Property Tax

Director of Corporate Services, John Belanger noted an error regarding the requisition of Designated Industrial Properties in Bylaw 2018/18, a request was made to amend Bylaw 2018/18 Property tax with changes.

Resolution No. 2018/240

Councillor Vossler moved to reconsider 3rd reading of Bylaw 2018/18 Property Tax.

Carried.

Resolution No. 2018/241

Councillor McKenzie moved to provide 3rd reading of Bylaw 2018/18 Property tax, as amended.

Carried.

New Business:

Library Matters

Resolution No. 2018/242

Councillor Geigle moved to direct Administration to evaluate and recommend augmenting the funding to Suffield Library in light of the library receiving \$20,000 less from CFB Suffield, than in 2017, and

That staff recommend timing and approach for recruitment of two additional board members from the County.

Carried.

**Maintenance of
County Ditches**

Resolution No. 2018/243

Deputy Reeve Hamilton moved to direct staff to evaluate approaches for treatments of hamlet boulevards and laneway vegetation control and bring back a draft policy for Council approval at the August 7, 2018 meeting.

Carried.

**Delegation Request –
Dunmore Equestrian
Society**

Resolution No. 2018/244

Deputy Reeve Hamilton moved to approve the delegation request from the Dunmore Equestrian Society for June 19, 2018 at 1:00 P.M.

Carried.

Suffield Yard Waste

At a previous meeting, Council discussed placing a collection bin in the hamlet once in 2018 for residents to dispose of yard waste to ease the adjustment of the closure of the Suffield Transfer Site.

Resolution No. 2018/245

Councillor Belyea moved to direct Administration to place two waste bins in the hamlet of Suffield, once in 2018, on May 11, 12 and 13 for the collection of yard waste.

Defeated.

**County Purchase
of a Share in the
Medicine Hat Exhibition
and Stampede
Company Ltd.**

At the April 24, 2018 ASB meeting the ASB passed a motion requesting that Council consider the purchase of a share in the Medicine Hat Exhibition and Stampede Company Ltd. for the \$350 fee.

Resolution No. 2018/246

Councillor Vossler moved to direct staff to facilitate the purchase of a share in the Medicine Hat Exhibition and Stampede Company Ltd. for \$350.

That Council delegate the ASB to be the main point of contact for the Medicine Hat Exhibition and Stampede Company Ltd. on matters pertaining to the privileges associated with being a shareholder.

Resolution No. 2018/247

Deputy Reeve Hamilton moved to split the motion No.: 2018/246.

Carried.

Resolution No. 2018/246

Councillor Vossler moved to direct staff to facilitate the purchase of a share in the Medicine Hat Exhibition and Stampede Company Ltd. for \$350.

Carried.

Resolution No. 2018/248

Councillor Geigle moved to bring back the boards list with the addition of the Medicine Hat Exhibition and Stampede Company Ltd. to the May 15, 2018 meeting.

Carried.

REPORTS:

**Interim Chief
Administrative
Officer Report**

The Interim Chief Administrative Officer Report was presented.

Resolution No. 2018/249

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

Carried.

**Reeve/Councillors’
Reports**

Councillor Mudie attended the 2018 Annual Alberta Library Conference.

Deputy Reeve Hamilton and Councillor McKenzie attended a Cypress View Foundation meeting and a Family and Community Support Services (FCSS) meeting.

Councillor Belyea attended a Family and Community Support Services (FCSS) meeting.

Resolution No. 2018/250

Councillor Hok moved to receive the Councillor reports as presented.

Carried.

ADJOURN:

The Reeve declared the meeting adjourned at 4:04 P.M.

REEVE

DESIGNATED OFFICER