

STARLAND COUNTY

COUNCIL MEETING, APRIL 8th, 2020

A regular meeting of the Council of Starland County was held via ZOOM video conference on Wednesday, April 8th, 2020, commencing at 9:00 a.m.

Attendance	Present:	Reeve:	Steve Wannstrom
		Deputy Reeve:	Bob Sargent
		Councillors:	Murray Marshall, John Rew and Jackie Watts
	Staff:		CAO Bremer Assistant CAO Matthew Kreke IT/GIS Coordinator Jason Carlson
Minutes	Minutes for March 26 th , 2020 regular meeting of the Council of Starland County will be available at the next meeting.		
<u>C20-085</u> Approval of Minutes	<u>[C20-085] MOVED BY COUNCILLOR WATTS</u> that the minutes of the March 11 th , 2020 regular meeting of the Council of Starland County be approved as amended. CARRIED UNANIMOUSLY.		
<u>C20-086</u> Approval of Public Hearing Minutes	<u>[C20-086] MOVED BY COUNCILLOR MARSHALL</u> that the minutes of the March 11 th , 2020 public hearing for Bylaw 1150 be approved as amended. CARRIED UNANIMOUSLY.		
<u>C20-087</u> Agenda Amendment	<u>[C20-087] MOVED BY COUNCILLOR REW</u> that items E and F on the agenda be moved to the In-Camera session 12Q. CARRIED UNANIMOUSLY.		
Accounts Checked	Accounts will be delayed until the next meeting.		
CAO Report	Chief Administrative Officer Shirley Bremer reviewed the CAO Report with Council. Highlights of the report included the following: <ul style="list-style-type: none">• Work is progressing satisfactorily on the new building with the concrete floor being poured last Monday. Eagle will be hosting a walk through soon in order to complete the layout of electrical and data plugs with our IT/GIS Coordinator. Final plans are also being made for the wash bay and electrical backup.• Assistant Ag Fieldman Dara Kudras has been working on the new Starland County Newsletter however with the recent uncertainty brought on by the Covid-19 pandemic she will be putting it on hold as the messages may change over the next few weeks.• As of today there is still no word from the provincial government on a potential property tax deferral program. Currently many of our legislated dates have been extended however we are hoping for more clarity from the government going forward.• We are expecting another poor year in terms of tax collection from the oil and gas sector. As this industry makes up the majority of our revenue we may have to begin taking drastic steps to ensure that we can maintain business continuity in case of a massive bad debts expense incurred as a result of oil and		

gas insolvencies.

Amateur Team Grant

The Morrin Figure Skating Club has requested an amateur team grant for the 2020 season for 29 participants. As per Policy 720-31 Starland County will pay \$50.00 per participant up to a maximum of \$2,000.00.

C20-088
Amateur Team Grant

[C20-088] MOVED BY DEPUTY REEVE SARGENT

that Starland County grant an Amateur Team Grant to the Morrin Figure Skating Club in the amount of \$1,450.00 as per the terms of Policy 720-31.

CARRIED UNANIMOUSLY.

Delegation

At 9:30 a.m. Gord from Ponoka Cabinets attended the meeting and led Council in a discussion of designs for the new Council table in the new building. It was decided that Council should meet with Ponoka Cabinets in the new building to get a better feel for the appropriate layout. CAO Bremer will be setting up a time.

Departure

At 9:45 a.m. Gord departed from the meeting.

Covid-19 Update

CAO Bremer gave an update on major developments related to the Covid-19 Pandemic and its effects on Starland County operations:

- Starland County has implemented working from home procedures for those employees allowed to work from home if they are in mandatory quarantine or due to health or family care concerns.
- The Solicitor General's office has released updated authorities for the CPOs to enforce parts of the Provincial Health Act, specifically the new provisions prohibiting public gatherings.
- The Government of Alberta has released updates to Municipal timelines and meeting procedures. Currently the majority of deadlines have been extended to October 1st, 2020. The government is also encouraging property tax deferrals to go along with the school tax portion of the property tax bill being deferred to December 2020. More details of the changes are to follow.

Attendance and MS Report

At 10:00 a.m. Municipal Services Manager Glen Riep attended the meeting and reviewed his MS report with Council. Highlights of the report included:

- Starland County has not declared a State of Local Emergency nor have we activated our Emergency Operations Center at this time. This may become necessary if we needed to deal with specific threats or situations that required extra powers to be taken to ensure public safety or to ensure enforcement of those orders.
- It is the primary goal of current actions to minimize the health risk to our staff and residents while maintaining essential services which is why we have developed a business continuity plan to ensure that staff remain healthy and able to perform their duties.
- In order to keep essential staff healthy Starland County will be moving to a system that ensures staff are isolated when possible when working in order to ensure that Covid-19 is not spread throughout the County workforce. This means rotating shifts where possible to avoid person to person contact.

Morrin Water Treatment Plant

Municipal Services Manager Glen Riep gave an overview of the history of his involvement with operations at the Morrin Water Treatment Plant. In 1996 Glen entered into a contract with the Village of Morrin under the name of his private company Peir Enterprises for contract work associated with operating the plant. This contract was approved by then CAO Ross Rawlusk as it did not interfere with Glen's other duties and would be done on private time. Additionally the daily supervision of Starland County systems within the Morrin station is done by Glen, on his own time, with no cost to Starland County. While Glen is on vacation he utilizes Starland County staff to perform the daily operations of the Morrin treatment plant

while they are performing them for the Starland County system in the same plant.

In his capacity as the operator of the Morrin water treatment plant Glen organized the recent project to install a backup generator. The project was to be split 50/50 between the County and the Village of Morrin to a maximum of \$70,000.00 contributed by Starland County. Without Glen's consent the project was then changed to include the replacement of the old fire pump with a new 30 HP motor which also changed the scope of the electrical plans which had to be redone by MPE. The scope changed so much that the electrical service to the building had to be upgraded with new controls and electrical panels. This scope change was initiated by a Village of Morrin Councillor with the intention that the cost of the change would be borne by Starland County. As the fire pump upgrades in no way benefit Starland County Glen will be preparing a cost summary for Council that will be borne by the Village of Morrin.

Departure	At 10:45 a.m. Glen departed from the meeting.
PW Delegation	At 10:45 a.m. Public Works Supervisor Ken Menage, Shop Foreman Gary Collins and Parts Coordinator Sharon Coles attended the meeting.
Fuel Supplier	Sharon presented the results of several weeks of fuel price differences between Co-op and UFA, which is the current supplier. Sharon noted that both rates fluctuated weekly with the Co-op currently being cheaper. Sharon was instructed to continue to monitor prices.
Pressure Washer and Air Compressor	Shop Foreman Gary Collins presented Council with a list of quotes for a pressure washer system and an air compressor for the shop. Quotes for the air compressor included either a two motor 15 HP (2 X 7.5 HP) configuration as well as a one motor 15 HP configuration. For the wash bay the quotes included the supply and installation of a 6 nozzle system from two companies for approximately \$73,000.00 along with an equipment only quote for \$32,449.66. Council requested more information on installation costs for the equipment only quote.

C20-089
Shop Air
Compressor

[C20-089] MOVED BY COUNCILLOR REW

that Starland County purchase a two 7.5 HP screw compressor package from Pumps and Pressure of Edmonton for \$18,609.40, plus GST.

MOTION CARRIED.

PW Report	<p>PW Supervisor Ken Menage reviewed the PW Report with Council. Highlights of his report included the following:</p> <ul style="list-style-type: none">• The PW Crew have been steaming culverts, gravelling the airport hill, plowing snow in hamlets and villages and cleaning the shop and offices.• The Shop Crew have been working on approximately 18 pieces of equipment, performed 2 CVIPs while Gary has helped with the outlet structure for McLaren Dam.• Gradermen have been blading roads when conditions are good. One operator is home sick.• Ken has been planning the Walker Road, working on a gravel pit application and doing work for the 2020 budget.• Ken is also looking for additional direction from Council on the 2020 PW program. Currently he is unable to hire seasonal or salary staff due to the pandemic and the possible financial situation.
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Hamlet of Rowley	A letter of concern from a resident of the Hamlet of Rowley requested that the main entrance into Rowley be blocked for tourist traffic as several
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residents have health concerns that could be exacerbated by the Covid-19 Pandemic. As the Hamlet is still seeing significant tourist traffic it could pose a risk. Council discussed this issue, suggested putting signage up that the playground and campground is closed due to Covid-19

SRWA Inspection Report A letter was received from Alberta Environment and Parks noting that the AEP conducted an inspection of the Starland Regional waterworks system on March 5, 2020. While Starland County passed the Health and Administrative sections of the inspection, the inspection also identified a potential risk in the Operational section related to the individual elevated THM levels. This is thought to be a problem with the source water out of Drumheller and no immediate actions are required.

RMA Bulletins The Rural Municipalities of Alberta released two bulletins. The first is notifying members that the RMA spring resolution session would now take place online on April 24th due to the cancellation of the spring conference. The second bulletin provides information on local states of emergency which many municipalities are employing due to Covid-19.

Departure At 12:05 p.m. the Public Works delegation departed from the meeting.

Village of Morrin The Village of Morrin has requested a meeting with Council to discuss roles and responsibilities in relation to the Village water plant. CAO Bremer will organize.

C20-090
Motion to
Proceed
In-Camera

[C20-090] MOVED BY COUNCILLOR REW

that under the exemption granted by Section 17, Division 2, Part 1 of the Freedom of Information and Protection of Personal Privacy Act Reeve Wannstrom, Deputy Reeve Sargent and Councillors Watts, Rew and Marshall along with Staff Bremer and Kreke proceed with the meeting In-Camera at 12:30 p.m.

CARRIED UNANIMOUSLY.

C20-091
Motion to
Proceed Out of
In-Camera

[C20-091] MOVED BY DEPUTY REEVE SARGENT

that the meeting proceed out of In-Camera at 2:15 p.m.

CARRIED UNANIMOUSLY.

Council
Committees

All councillors present reported briefly on the committees to which they are appointed.

Council
Communications

Council Communications:

- i) Prairie Land School Division re: Board Highlights
- ii) Rural Municipalities of Alberta
 - Monthly Update for RMA Districts April 2020
 - Contact Newsletter (2 Issues)

C20-092
Adjournment

[C20-092] MOVED BY DEPUTY REEVE SARGENT

that the meeting be adjourned at 2:30 p.m.

CARRIED UNANIMOUSLY.

The next meeting of the Council of Starland County is to be held on Wednesday, April 22nd, 2020, via ZOOM video conference, commencing at 9:00 a.m.

Reeve:
Steve Wannstrom

Chief Administrative Officer:
Shirley Bremer