

STARLAND COUNTY

COUNCIL MEETING, JULY 15th, 2020

A regular meeting of the Council of Starland County was held at the Munson Firehall on Wednesday, July 15th, 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 Shirley Bremer
Assistant CAO Matthew Kreke

C20-161 Approval of Minutes

[C20-161] MOVED BY COUNCILLOR MARSHALL

that the minutes of the June 24th, 2020 regular meeting of the Council of Starland County be approved as amended.

CARRIED UNANIMOUSLY.

Financial Statements

Council was presented with the monthly financial statement for the month of June, 2020.

C20-162 Financial Statements

[C20-162] MOVED BY COUNCILLOR WATTS

that the month end financial statement for the month of June, 2020 be approved as presented.

CARRIED UNANIMOUSLY.

Accounts

Councillors Marshall and Watts checked accounts with Administrative Assistant Laya Montgomery.

C20-163 Accounts

[C20-163] MOVED BY COUNCILLOR MARSHALL

that accounts (cheque no. 50862 to 50992 inclusive) totalling \$516,657.28 be approved for payment.

CARRIED UNANIMOUSLY.

CAO Report

Chief Administrative Officer Shirley Bremer reviewed the CAO Report with Council. Highlights of the report included the following:

- Eagle Builders has indicated that everything is still going well and is on schedule. Most systems have been tested and commissioned and the outside cement work will commence this week. Furniture and blinds installation will commence on the week of July 27th, with the move in date tentatively scheduled for the week of August 4th.
- Starland County is working on reopening our office once we get the proper equipment and signage in place. We now have the automatic hand sanitization stations and are waiting for the sneeze guards and barriers to arrive to place at the front entrance. If we get everything in place in the near future, we will reopen our doors to the public at the ATCO rental location.
- At the FCSS regional meeting the board agreed to sub-contract Drumheller FCSS to conduct some programming for our senior's including income tax preparation, monthly programming alternating between Morrin and Delia at the Senior Centres, etc. They will also include our youth in their programming that takes place in Drumheller.

Attendance and
PW Report

At 9:30 a.m. PW Supervisor Ken Menage attended the meeting and reviewed the PW Report with Council. Highlights of his report included the following:

- The PW Crew have been hauling and placing pit run, doing culvert repairs, re-gravelling and installing no trespassing signs.
- The Shop Crew have been working on approximately 41 pieces of equipment and driving trucks and helping out with labour projects.
- Gradermen have been blading roads and working the re-gravel program.
- Ken has been working on the gravel pit application, working on an ATCO powerline move, getting ready for the move to the new building and working on the five-year capital plan.

BF.8323 Repair
Tenders

We have received tenders from two companies for the repair work to Bridge File 8323. The lowest was from Bridgeman Services for \$188,963.25. The funds were not included in the original 2020 capital budget, however these funds will be drawn from un-allocated Federal Gas Tax Fund grant funding.

C20-164
Bridge
Repair

[C20-164] MOVED BY COUNCILLOR WATTS

that Starland County accept the tender received from Bridgeman Services in the amount of \$188,963.25 for the replacement of the girders on Bridge File 8323.

CARRIED UNANIMOUSLY.

New Office/Shop
Change Orders

We have received several quotes from Eagle Builders and others in regards to additional items for the new office/shop building. The first is for the hauling of pit run for site prep which has already been approved due to time considerations. While we requested a larger depth of gravel for the shop yard there was a bigger requirement than was originally anticipated. There is no final cost estimate from Eagle as Starland will be paying the contractors, Dave Hodge, Roger Hodge and Brad Primrose by the hour. The second item is for a curtain wall to separate the top floor of the parts room from the main shop area. The third item is for parts room shelving which received two quotes the lowest of which was from Westbow Systems which is doing the rolling shelving in the filing room. The final quote is from Eagle Builders for painting the generator building.

C20-165
New Shop
Curtainwall

[C20-165] MOVED BY COUNCILLOR WATTS

that Starland County purchase a new 70' Total Curtain Enclosure System from Shippers Supply of Red Deer, Alberta for a total of \$5,302.50 including GST.

CARRIED UNANIMOUSLY.

C20-166
New Shop
Shelving

[C20-166] MOVED BY DEPUTY REEVE SARGENT

that Starland County negotiate with Westbow Systems of Red Deer, Alberta for the purchase of a complete two-floor parts shelving system for the new shop building.

MOTION CARRIED.

C20-167
Painting New
Generator
Building

[C20-167] MOVED BY COUNCILLOR MARSHALL

that Starland County contract with Eagle Builders of Blackfalds, Alberta to paint the new generator building for \$1,430.00 plus GST.

MOTION DEFEATED.

Council Video Equipment Assistant CAO Kreke reviewed with Council options for the video equipment setup for the new council chambers. Options were included for a projector system, a large single screen TV system and a multi-screen TV system. The lowest cost, and recommended option, was for a projector system. Council would like the system to work on three walls of the council chambers.

C20-168
Council Room
Video Equipment

[C20-168] MOVED BY COUNCILLOR REW

that Starland County purchase an LED projector system with three installed screens for the new Starland County council chambers.

CARRIED UNANIMOUSLY.

Morton Pit
Archaeological
Report

An update was received from Stantec Consulting on the Archaeological Study on the North Morton Pit. The update lists the work completed to date and outlines the next steps in the process. Once their data is compiled they will be submitting a recommendation for next steps which may be for more site excavation work.

Vehicle Damage
Claim

Maryrose Pahl of Okotoks, Alberta has put in a damage claim for damage received from a rock which she claimed came off a gravel haul truck driving on Highway 851 on June 26th, 2020. The claim is for \$595.00. Council did not feel that the complaint could be proven to be from a County vehicle and if she wishes to pursue this claim she would need to contact Starland County's insurance company..

Departure

At 10:35 a.m. Ken departed from the meeting.

Attendance and
MS Report

At 10:36 a.m. Municipal Services Manager Glen Riep attended the meeting and reviewed his MS report with Council. Highlights of the report included:

- There was a major leak within the CLV truck fill station that resulted in damage to some electrical components including the truck fill dispensing unit. The unit is mostly sealed other than 2 small holes in the cabinet which was enough to allow water inside the cabinet. The failure was a result of a blown gasket on the distribution line feeding the rural system. As a result, there was some system downtime and the system also needed to be flushed.
- Mowing operations have been going ahead with mowing taking place wherever it is not too wet to get into. The cemeteries have been the main objective while working in the campgrounds as much as possible. The mowing crew has been enhanced greatly with the addition of 2 summer crew members.
- The Stars Foundation has contacted Glen in regards to an enhanced service to remote areas including campgrounds. The service is to provide a quicker response to critical situations where the STARS service is required. The information would be made available at the campgrounds and allows visitors direct contact with emergency response through the registration system to shorten response times. There is an annual cost associated with the service to each campground location.

Attendance and
Ethelo Delegation
Presentation

At 11:00 a.m. Finance Manager Judy Fazekas and Bradley Roulston of Ethelo Decisions attended the meeting. Ethelo Decisions provides a platform that provides citizen engagement tools including surveys, online engagements, group analysis and virtual open houses. These services would be useful in a County wide engagement process as to the future plans of Starland County. The company offers various packages that include an assortment of tools which can be tailored to meet customer needs.

Departure

At 11:45 a.m. Bradley departed from the meeting.

Village of Morrin Waste Plant The Village of Morrin has requested that Starland County extend the contract for water plant maintenance until the end of July as their newly hired water operator cannot start until August 1st. Currently the water operator agreement ends on July 15th.

C20-169
Extension of Morrin Water Contract

[C20-169] MOVED BY COUNCILLOR WATTS

that Starland County extend the term of the Morrin Water Plant Operations Contract until July 31st, 2020.

MOTION CARRIED.

Volunteer Mowing As a number of private citizens have been assisting the County in providing mowing services to county recreation site administration is looking for ways to support these volunteers. Suggestions include the provision of fuel for the mowers and public acknowledgement. Council has directed administration to post a thank you to these volunteers in a number of public mediums. However, as our maintenance crew has been expanded, Municipal Services Manager Glen Riep noted that our crews would handle mowing from here on.

Departure At 12:25 p.m. Glen departed from the meeting.

Long Term Financial Plans Finance Manager Judy Fazekas reviewed with Council draft copies of the newly required 3-year operational plan and 5 year capital plan. These documents are new requirements under section 283.1 of the newly revised Municipal Government Act. The documents amalgamate the existing long-term capital budgets of each department as well as estimating a trend growth model for county operating expenses and revenues. Long term secured funding is not required for either document though the documents must be reviewed and updated annually.

2nd Quarter Financial Report Finance Manager Judy Fazekas reviewed with Council a copy of the 2nd Quarter end financial report. Currently we are on budget target for operational spending with capital lagging behind due to typical billing cycles related to the new building. Revenues are still largely outstanding as the tax deadline is later this fall. There will still be a large portion of tax revenue that will need to be written off as Trident Exploration is still listed as holding a large number of taxable properties even though the company is in receivership.

RMA EOEP Course The Rural Municipalities of Alberta will be offering its second virtual educational course, Corporate Planning and Finance, to be offered on a number of dates in late July and early August.

C20-170
EOEP Course Registration

[C20-170] MOVED BY COUNCILLOR REW

that all Councillors wishing to attend the Elected Officials Education Training Program, Corporate Planning and Finance, be authorized to attend and that registration and expenses be paid.

CARRIED UNANIMOUSLY.

Lilico School Site A request has been received for permission to graze cattle on the Starland County owned Lilico School Site on the NW 9-32-16-W4 from the Hutterian Brethren Church of Craigmyle. The site consists of 2 acres and is currently unused. Council is in agreement with this arrangement as the grazing would keep the site clean.

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

Council Communications Council Communications:

- i) Prairie Land Public School Division re: Board Highlights

- ii) Rural Municipalities of Alberta
 - Contact Newsletter (3 Issues)
 - President's Update June 2020 and July 2020
 - TMA Update for July 2020 for RMA Districts

C20-171
Motion to
Proceed
In-Camera

[C20-171] MOVED BY COUNCILLOR REW

that under the exemption granted by Section 17, Division 2, Part 4 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 2:05 p.m.

CARRIED UNANIMOUSLY.

C20-172
Motion to
Proceed Out of
In-Camera

[C20-172] MOVED BY COUNCILLOR REW

that the meeting proceed out of In-Camera at 2:25 p.m.

CARRIED UNANIMOUSLY.

Accounts

Accounts - see prior motion.

A.H. GRADER SERVICE LTD.	CK# 50862	10,804.50
ACTIVE GLASS	CK# 50863	236.25
ADAMS INDUSTRIAL SUPPLIES INC.	CK# 50864	57.62
ALBERTA MUNICIPAL AFFAIRS	CK# 50865	4,811.98
ALTAGAS UTILITIES INC.	CK# 50866	1,925.66
AUTO VALUE PARTS – DRUMHELLER	CK# 50867	993.34
BURT, EDWIN L.	CK# 50868	150.00
RECEIVER GENERAL	CK# 50869	2,820.00
CARLSON, JASON J	CK# 50870	169.40
CHRIST THE REDEEMER C.S.R.D #3	CK# 50871	4,285.94
CRAIGMYLE OILFIELD SERVICES LTD.	CK# 50872	4,796.40
DEKRA-LITE	CK# 50873	1,617.28
DIGITEX CANADA INC.	CK# 50874	28.81
DIRECTDIAL.COM	CK# 50875	19,324.65
DRUMHELLER CHRYSLER	CK# 50876	54.60
EAST CENTRAL GAS CO-OP LTD.	CK# 50877	317.24
ENMAX	CK# 50878	9,992.65
GFL ENVIRONMENTAL INC.	CK# 50879	239.40
INTERSTATE BILLING SERVICE, INC.	CK# 50880	4,979.46
GREATWEST KENWORTH LTD.	CK# 50881	19.24
GRIFFITH, SHERRY	CK# 50882	199.50
HENRY KROEGER REGIONAL WATER	CK# 50883	191.59
HI-WAY 9 EXPRESS LTD.	CK# 50884	282.48
HRDOWNLOADS INC.	CK# 50885	1,789.83
IMAGE CRAFTER SIGNS INC.	CK# 50886	648.90
KIEMELE, LOIS K.	CK# 50887	5,420.59
KNEEHILL COUNTY	CK# 50888	1,103.15
KUHL TUF WEAR LTD.	CK# 50889	157.50
LAPP	CK# 50890	21,495.33
LOOKER OFFICE EQUIPMENT	CK# 50891	45,849.40
LOOMIS EXPRESS	CK# 50892	40.91
MARSHALL, MURRAY	CK# 50893	257.00
MARSHALL, RAMSAY & LINDA	CK# 50894	1,500.00
NETAGO	CK# 50895	320.00
NEW WEST FREIGHTLINER INC-RD	CK# 50896	4,056.53
OASIS CARWASH & CONVENIENCE	CK# 50897	23.67
PETERSON AUTO BODY LTD.	CK# 50898	387.21
PETTY CASH	CK# 50899	213.14
PIONEER RESEARCH CORPORATION	CK# 50900	4,277.86
RECEIVER GENERAL OF CANADA	CK# 50901	48,304.06
REW, JOHN	CK# 50902	5,038.77

RICHMOND, JAMES E. & STEPHANIE A.	CK# 50903	3,115.23
RMA FUEL	CK# 50904	17,226.55
SARGENT, ROBERT	CK# 50905	2,374.10
STANTEC CONSULTING LTD.	CK# 50906	13,120.93
STARLAND REGIONAL WATER	CK# 50907	4,128.39
TELUS	CK# 50908	222.48
TELUS MOBILITY INC.	CK# 50909	1,305.16
THOMAS, GARETH R	CK# 50910	140.68
TRINUS TECHNOLOGIES INC.	CK# 50911	3,024.00
TROCHU MOTORS LTD.	CK# 50912	113.93
WANNSTROM, STEVE	CK# 50913	257.00
WARWICK PRINTING CO. LTD	CK# 50914	613.50
WATER PURE & SIMPLE	CK# 50915	90.00
WATTS, BROOKS & WATTS, JACKIE	CK# 50916	10,385.44
WATTS, JACKIE	CK# 50917	438.93
WESTERN CHEVROLET BUICK GMC	CK# 50918	101.54
WESTVIEW CO-OPERATIVE ASSN LTD.	CK# 50919	323.16
WOLF, TRACY	CK# 50920	1,305.00
WSH LABS (1992) LTD.	CK# 50921	1,638.00
1121113 ALBERTA LTD	CK# 50922	1,693.13
1325856 ALBERTA LTD.	CK# 50923	28.00

Sub-Total: \$ 270,826.99

TELUS MOBILITY INC.	CK# 50924	194.75
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Sub-Total: \$ 194.75

ACKLANDS-GRAINER INC.	CK# 50925	537.13
ADAMS INDUSTRIAL SUPPLIES INC.	CK# 50926	737.79
ADVANCED COOLANT TECHNOLOGIES	CK# 50927	1,443.51
AIR LIQUIDE CANADA INC.	CK# 50928	389.97
ALBERTA GOVERNMENT SERVICES	CK# 50929	70.00
ALBERTA MUNICIPAL HEALTH&SAFETY	CK# 50930	630.00
ALBERTA ONE-CALL CORPORATION	CK# 50931	151.20
ARN'S EQUIPMENT LTD.	CK# 50932	299.47
ATB FINANCIAL MASTERCARD	CK# 50933	1,175.06
ATCO STRUCTURES & LOGISTICS LTD.	CK# 50934	10,316.25
AUTO VALUE PARTS – DRUMHELLER	CK# 50935	1,535.90
AUTO-QUIP	CK# 50936	880.21
AVON SECURITY PRODUCTS	CK# 50937	2,012.85
BARRON, FRANCIS	CK# 50938	658.00
BIG COUNTRY GAS CO-OP	CK# 50939	237.67
BRIDGEMEN SERVICES LTD.	CK# 50940	6,825.00
CERVUS AG EQUIPMENT LP	CK# 50941	10,273.11
CIMA CANADA INC.	CK# 50942	277.20
CINTAS CANADA LIMITED	CK# 50943	258.44
CLEARTECH INDUSTRIES INC.	CK# 50944	620.07
COULEE VIEW FABRICATION	CK# 50945	2,299.50
DEKRA-LITE	CK# 50946	211.84
DIGITEX CANADA INC.	CK# 50947	1,041.93
DRUMHELLER SOLID WASTE	CK# 50948	361.57
FOURLANE FORD SALES LTD.	CK# 50949	253.48
INTERSTATE BILLING SERVICE, INC.	CK# 50950	359.71
HENRY KROEGER REGIONAL WATER	CK# 50951	15,229.35
HI-WAY 9 EXPRESS LTD.	CK# 50952	549.24
KNEEHILL COUNTY	CK# 50953	15,750.00
LAVERTY-ROLF, PATRICIA LYNN	CK# 50954	850.00
LN LAND DEVELOPMENT TECH	CK# 50955	1,102.50
LAPP	CK# 50956	21,382.59
LOOMIS EXPRESS	CK# 50957	185.52
MACDERMID, DANIEL H.	CK# 50958	500.00
MARSHALL, MURRAY	CK# 50959	177.00
MORRIN FOODS	CK# 50960	89.24
NEW WEST FREIGHTLINER INC-RD	CK# 50961	205.11

NORTHERN SUNRISE COUNTY	CK# 50962	8,400.00
OLD MACDONALD KENNELS	CK# 50963	620.55
PETERSON AUTO BODY LTD.	CK# 50964	328.38
PONOKA CABINET MAKERS LTD.	CK# 50965	20,674.50
PUMPS & PRESSURE INC.	CK# 50966	6,000.15
PUROLATOR INC.	CK# 50967	26.09
RECEIVER GENERAL OF CANADA	CK# 50968	44,972.80
RMA FUEL	CK# 50969	24,409.67
RMA INSURANCE	CK# 50970	364.62
ROADATA SERVICES LTD.	CK# 50971	141.76
ROYAL CARETAKING SUPPLIES INC.	CK# 50972	458.01
1858097 ALBERTA LTD.	CK# 50973	259.88
SEED CHECK TECHNOLOGIES INC.	CK# 50974	405.30
SNAP-ON TOOLS	CK# 50975	366.45
STETTLER TELEPHONE ANSWERING	CK# 50976	367.50
SUN LIFE ASSURANCE COMPANY	CK# 50977	155.93
TELUS	CK# 50978	1,525.85
TOWN OF DRUMHELLER	CK# 50979	4,467.91
TRINUS TECHNOLOGIES INC.	CK# 50980	1,727.04
TROCHU MOTORS LTD.	CK# 50981	120.50
VESERIS	CK# 50982	13,151.80
VILLAGE OF DELIA	CK# 50983	199.00
VILLAGE OF MORRIN	CK# 50984	250.10
WANNSTROM, STEVE	CK# 50985	2,191.66
WASTE MANAGEMENT OF CANADA	CK# 50986	227.88
WATER PURE & SIMPLE	CK# 50987	81.00
WATTS, JACKIE	CK# 50988	177.00
WESTVIEW CO-OPERATIVE ASSN LTD.	CK# 50989	2,229.37
WILD ROSE ASSESSMENT SERVICE	CK# 50990	9,537.50
WOLF, TRACY & MONTGOMERY, CINDY	CK# 50991	1,905.93
1325856 ALBERTA LTD.	CK# 50992	14.00

Sub-Total: \$ 245,635.54

TOTAL: \$ 516,657.28

**C20-173
Adjournment**

[C20-173] MOVED BY COUNCILLOR REW

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, August 19th, 2020, at the Starland County Administration Building in Morrin, Alberta, commencing at 9:00 a.m.

**Reeve:
Steve Wannstrom**

**Chief Administrative Officer:
Shirley Bremer**