

STARLAND COUNTY

COUNCIL MEETING, MARCH 23RD, 2016

A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, March 23rd, 2016, commencing at 9:00 a.m.

Attendance

Present: Reeve: Barrie Hoover
Deputy Reeve: Allen Avramenko
Councillors: Murray Marshall, Bob Sargent and Steven Wannstrom
Staff: CAO R. Rawlusk
Recording Secretary S. Bremer

C16-052 Approval of Minutes

[C16-052] MOVED BY COUNCILLOR MARSHALL

that the minutes of the March 9th, 2016 regular meeting of the Council of Starland County be approved.

CARRIED UNANIMOUSLY.

Accounts Checked

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

C16-053 Approval of Accounts

[C16-053] MOVED BY COUNCILLOR SARGENT

that accounts (cheque no. 42349 to 42407 inclusive) totalling \$445,766.88, be approved for payment.

CARRIED UNANIMOUSLY.

CAO Report

Chief Administrative Officer Ross Rawlusk reviewed his CAO Report with Council. Highlights of his report included the following:

- The Federal Government Budget 2016 includes investments in housing, transit and green infrastructure. There will be an increased federal contribution to important infrastructure projects and a streamlined process to ensure these investments move quickly to build, repair and maintain Canada's core infrastructure.
- Ross noted that the downturn in the economy will ultimately effect Starland County as well. While farmland remained relatively the same and residential experienced a 5.82% increase in assessment, the oil and gas sector declined in assessment nearly 7%, resulting in a decrease of approximately \$650,000.00 in taxation dollars for the County. However, we do have a large capital component we can scale back and some other cost reductions are available as well.
- Reeve Hoover presented Starland County's resolution on "Improving Oversight of Delegated Legislation" at the AAMDC Spring Convention. The resolution, if accepted by Government, would require the legislature to introduce all regulations simultaneously with Bills. This would ultimately allow both Government members and citizens to know what a Bill contains prior to it being passed.
- AESO has been tasked to develop and implement a program to bring on new renewable generation capacity over the period to 2030 and provide draft recommendations on its plan in May 2016. AESO is reaching out to the developer and investment community to seek their input into the structure of the Renewable Electricity Program and are encouraging parties to participate by completing the questionnaire in this regard.
- A draft of the 2016 - 2019 Federal Sustainable Development Strategy outlines federal government action to create a sustainable economy, protect the environment and enhance

- Canadians' well-being for the next three years.
- Endeavor has scheduled the first week of April to complete the 2015 financial audit for Starland County.
 - Starland County's Tax Arrears List must be forwarded to the Land Titles Office before March 31st and is now prepared and ready to be signed and submitted.
 - Ross completed the Assessment Review Board training program in Edmonton on March 17th and 18th.

Attendance of
PWS Pratt &
PW Report

At 10:00 a.m., Public Works Supervisor Pratt attended the meeting and reviewed his Public Works Report with Council. Highlights of his report included the following:

- Crews put a fence up around the Michichi Hall site after the building was demolished and also watered down the building materials to minimize the dust particles in the air.
- Crews have also been cutting trees in road allowances, steaming and hydro-vaccing frozen culverts, hauling gravel for soft spots, installing and replacing signs, hauling concrete from the Michichi Hall to Courtney/Handhills Pit, hauling fill back to Michichi from the Courtney/Handhills Pit, helping with washouts on various roads;
- Stabilization on the solar stands in Delia and Morrin has now been completed;
- Al created a new safe work practice / procedure for "Demolition of a building" which was needed for the Michichi Hall demolition.
- He has been getting quotes for some of the equipment on his capital list.

Road Meeting &
Tour

CAO Rawlusk noted that the dates have been finalized for the 2016 Road Construction Meeting and Road Tour. The Road Construction Meeting will be held on Thursday, April 14th, 2016, commencing at 9:00 a.m. in the Administration Office. The Road Tour will be held on Friday, April 22nd, 2016, commencing at 8:30 a.m. Stantec Consulting Ltd. will be in attendance as well and will be providing the transportation for this tour. Council reviewed the proposed schedule of roads and sites on this tour.

Departure of
PWS Pratt

At 10:30 a.m., Public Works Supervisor Pratt departed from the meeting.

Safety Committee
re: Safety Coat
Policy

CAO Rawlusk discussed a recommendation from the Starland County Safety Committee to approve funding provisions for a standardized CSA all weather coat. The committee proposed that employees be allowed to purchase a CSA approved 6-in-1 coat once per year from Mark's Work Warehouse in Drumheller at a cost of approximately \$180.00 per year per employee.

C16-054
Approval of
Safety Coat Policy

[C16-054] MOVED BY COUNCILLOR WANNSTROM

that Starland County adopt a policy wherein eligible employee's are allowed to purchase a CSA approved 6-in-1 coat once per year from Mark's in Drumheller; and that the total expense be paid by Starland County.

Video re:
Examining the
Vulnerability of
Public Officials

Council viewed a video on *Examining the Vulnerability of Public Officials*. This video discussed the reality of responsibilities and liabilities which public officials are subject to and the need to work well within regulations and procedures to sustain acceptable standards and avoid violating these regulations.

MOTION CARRIED.

Attendance of
Manager Riep &
Municipal Services
Report

At 11:25 a.m., Manager Riep attended the meeting and reviewed his Municipal Services Report with Council. Highlights of his report included the following:

- Crews have been busy with cemetery internments, assisting with re-certifying fire extinguishers, daily water system monitoring and testing, bacteriological sampling and doing annual maintenance and repairs on recreation equipment.
- A joint emergency services meeting was held on March 21st, 2016. Bruce Mackenzie and Craig Sallows from AEMA attended the meeting and discussed the changes within the provincial departments as well as reviewed our emergency program and any issues we may have had.
- Goose Creek has been out doing work on the CLV solar inverter system connection. This involves the battery bank within the system, which will operate the plant during afterhours or during night time until the solar panels are re-energized and supply power to the station, however, the solar panels have not yet been installed.
- There will be an Alberta Emergency Alert System Training session on May 26th, 2016, commencing at 9:00 a.m. in the Starland County Council Chambers.
- The Annual Fire Protection Committee Meeting was held March 10th.
- The Morrin Fire Truck is substantially completed now and is scheduled for delivery on April 1st.
- Glen noted that water system audits were completed by AENV on the CLV and Rumsey water systems. The audit is completed by an evaluation of the water system records and reports that are compiled daily and submitted monthly. If the audit reveals a non-completion or non-compliance within any of the 26 categories, this will result in a fail grade. Glen is working on his written comments and response to the AENV audit review which includes plans to upgrade and additional equipment and monitoring abilities for the operations of the plant and assurance of future compliance in this regard.
- Glen attended the AWWOA Conference in March, which was held in Banff, Alberta.

Regional
Emergency Plan

CAO Rawluyk provided Council with a copy of Starland County's Regional Emergency Plan for their perusal. This plan is designed to provide guidelines for implementing a coordinated response to large emergencies or disasters affecting the Starland Regional Emergency Partnership and/or any of the individual municipalities in the Partnership, including Starland County and the Villages of Delia, Morrin and Munson.

C-16-055
Adoption of
Starland Regional
Emergency
Partnership
Response Plan

[C-16-055] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County Council adopt the Starland Regional Emergency Partnership Emergency Response Plan as reviewed.

CARRIED UNANIMOUSLY.

Municipal
Emergency
Management
Bylaw Draft

In addition, he reviewed a draft of a "Municipal Emergency Management Bylaw". Under the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000, Starland County must enact a bylaw to appoint an Emergency Advisory Committee and establish and maintain a Municipal Emergency Management Agency. He noted that this bylaw will be brought to a future meeting for Council's endorsement.

Director of
Emergency
Management
Annual Report

As Director of Emergency Management, Manager Riep reviewed his Annual Report. He noted that over the years there have been a number of courses provided to our personnel, however, further development in this area is necessary in order for us to be compliant with provincial requirements. Several buildings and locations have been identified as EOC locations or facilities that can be used for evacuation centres. These facilities have been equipped to accommodate our back-up generator when needed. In addition, the County also has a portable solar/generator unit which can provide other remote power supply where and when needed. Glen also outlined his projected goals for future development including: ICS 200 training for staff and EMC; emergency power source to communications / internet service; EOC kit; 72 hour preparedness kits; and testing of our plan.

Water System
Audits by Alberta
Environment

CAO Rawlusk provided a copy of the assessment guideline used by Alberta Environment and Sustainable Resource Development (ESRD) for *Potable Water System Inspections*. As noted in Manager Riep's report, water system audits were completed by AENV on the CLV and Rumsey water systems. These audits resulted in several items that need to be addressed to improve these systems and the reporting for same.

Fire Marshall
Annual Report

As Fire Marshall for Starland County, Manager Riep also presented his 2015 Fire Marshall's Annual Report. He noted that the total number of calls had declined by more than 10% overall from the previous year, with a reduction in non-fire incidents being the major contributor. There was a decrease in the medical assist calls, but an increase in the false alarms. The false alarm numbers reflect those calls where a second department was dispatched as a result of a non-response to the initial dispatch by Red Deer 911. He noted that when a department is neglecting or failing to use the Standard Operating Procedures necessary when dispatched by not acknowledging the page-out, 911 dispatches an additional department to respond to the emergency. Glen reported that a grant for training was obtained under the Alberta Fire Services and Emergency Preparedness Program for a joint training initiative with the Town of Drumheller. A number of courses were provided and training continues to be a priority in future development of the fire services within the County. Fire apparatus and equipment upgrading is ongoing and essential to maintain levels of service to our communities. A new Rosenbauer TX Maverick all-terrain four wheel drive unit was purchased for the Rumsey Fire Department and the Rosenbauer pumper unit from Rumsey will be reassigned to the Craigmyle Fire Station. In regards to communications the County completed a review to determine where improvements were needed and alternative means to enhance the overall system. This evaluation identified key areas which require upgraded equipment or additional towers. The Fire Hall Utility program has been expanded to all the departments and has also shown to be a very useful tool in our communications capabilities. In regards to fire permits, he noted that a new policy was adopted by council for the controlled burning of brush piles or other related debris. He noted several objectives going forward, with one of the main objectives for 2016 being the completion and adoption of the *Fire Protection Master Plan*.

Fire Issues re:
Traffic Site
Accommodation

CAO Rawlusk discussed an issue which was brought up at the recent Fire Protection Meeting. Fire Departments are being called out and then they are required to stay for extended hours beyond the initial incident, to provide traffic control. It was suggested that some type of honorarium should be provided to members providing "*Traffic Site Accommodation*".

C-16-056
Motion to
implement
Traffic Site
Accommodation
Policy

[C-16-056] MOVED BY COUNCILLOR SARGENT

that Starland County implement a fee of \$20.00 per hour per member, to be charged out and then paid to the fire department members involved in incidents involving traffic site accommodation.

CARRIED UNANIMOUSLY.

Morning Glory
Water Co-op

Chief Administrative Officer Rawlusk noted that he had been approached once again by the Board of the Morning Glory Water Co-op to have the County look after meter readings and invoicing services. He discussed the various issues involved in regards to the operations of the Morning Glory Water Co-op system. Council determined that CAO Rawlusk and Manager Riep should work together to establish an agreement for the Board of the Morning Glory Water Co-op to consider and if they approve this agreement, then the County will move forward in taking over the operations of this system.

Departure of
Manager Riep

At 1:10 p.m., Manager Riep departed from the meeting.

Alberta Rivers
Webpage re: User
Training

CAO Rawlusk noted that Alberta Environment and Parks are providing user training for the Alberta Rivers Webpage. Their website has been updated and modernized and the new website will be launched April 1st. Due to the size and scope of the website training, they will only be able to accommodate 2 persons from each client group. Training is available for the Red Deer River Basin on Tuesday, April 12th, 2016 and CAO Rawlusk will register two County representatives.

Feasibility Study re:
Seed Cleaning
Plant

At 2:10 p.m., Agricultural Fieldman Hampton attended the meeting to discuss the proposal received for completing a feasibility study for the proposed new seed cleaning plant for Delia. Stantec Architecture Ltd. provided a quote to complete this study in the amount of \$44,891.82 plus travel expenses and GST. Council discussed this issue and suggested that other quotes should be obtained if possible for proposals to do a feasibility study.

Departure of Ag
Fieldman Hampton

At 2:50 p.m., Ag Fieldman Hampton departed from the meeting.

Public
Transportation for
Alberta Workbook:
Rural

CAO Rawlusk provided Council with a copy of the *Public Transportation for Alberta Workbook: Rural*. This workbook is in regards to the consultation process launched by the Alberta Government in regards to several transportation initiatives, including the development of a provincial transit strategy, criteria for future funding in support of municipal transit initiatives and a framework for delivering rural bus services.

FCM re: Discussion
Paper on a Thriving
Rural Canada

The Federation of Canadian Municipalities released a discussion paper on "*A Thriving Rural Canada: Rising to the Moment in Federal Budget 2016*." This document has been submitted to the Federal Government for consideration and includes recommendations for investing in rural communities, flexibility for rural communities and a rural voice in nation building.

Committee Reports

Each of the Councillors present briefly reported on the various committees to which they are appointed.

Council
Communications

Council Communications:

- i) Canadian Badlands Tourism re: A Message from the President of Canadian Badlands Tourism
- ii) Munson Community Association re: Hall Construction Update
- iii) Alberta Association of Municipal Districts and Counties
 - Aggregated Energy Program
 - Member Bulletin - Alberta Launches Consultation on Transportation Issues
 - STIP Consultation Workshop Engagement Primer
 - Contact Newsletter (1 issue)

Accounts

Accounts - see prior motion.

LAPP	CK# 42349	\$	22,898.51
RECEIVER GENERAL	CK# 42350		40,612.23
Sub-Total:			\$ 63,510.74
AAMDC	CK# 42351	\$	2,410.25
Sub-Total:			\$ 2,410.25
ACKLANDS-GRAINGER INC.	CK# 42352	\$	1,477.05
ALLMAR INC.	CK# 42353		1,092.00
ATCO ELECTRIC LTD.	CK# 42354		33.91
AVRAMENKO, ALLEN	CK# 42355		268.32
BARRON, FRANCIS	CK# 42356		73.32
BIG COUNTRY GAS CO-OP	CK# 42357		361.01
BILLS FARM SUPPLIES	CK# 42358		154.32
BLACK, COLBY	CK# 42359		1,049.55
BREMER, SHIRLEY	CK# 42360		700.26
BUFFALO JUMP CONTRACTING INC.	CK# 42361		235,469.20
BURT, EDWIN L.	CK# 42362		150.00
CALON, DARA	CK# 42363		145.17
CERVUS AG EQUIPMENT LP	CK# 42364		24,619.58
CHRIST THE REDEEMER C.S.R.D.#3	CK# 42365		3,767.05
CONTACT SAFETY SERVICE LTD.	CK# 42366		3,508.76
DRUM WIRELESS LTD.	CK# 42367		213.47
DRUMHELLER CO-OP LTD.	CK# 42368		659.58
DRUMHELLER EQUIPMENT SALES	CK# 42369		515.55
EAST CENTRAL GAS CO-OP LTD.	CK# 42370		232.87
ECS SAFETY SERVICES LTD.	CK# 42371		71.93
EWING, ALFRED V.	CK# 42372		3,277.00
FINKBINER, DOUGLAS A.	CK# 42373		38.07
GLOVER INTERNATIONAL TRUCKS	CK# 42374		7,590.61
GREYHOUND COURIER EXPRESS	CK# 42375		85.53
HI-WAY 9 EXPRESS LTD.	CK# 42376		317.40
HOOVER, BARRIE	CK# 42377		296.04
IMAGE CRAFTER SIGNS INC.	CK# 42378		201.81
KREKE, MATTHEW	CK# 42379		1,094.12
LAPP	CK# 42380		23,101.18
LOOKER OFFICE EQUIPMENT	CK# 42381		2,956.80
MARSHALL, MURRAY	CK# 42382		283.72
MINISTER OF FINANCE	CK# 42383		62.90
MPE ENGINEERING LTD.	CK# 42384		3,100.52
OASIS CARWASH	CK# 42385		179.40
PETTY CASH	CK# 42386		265.60
PRATT, AL	CK# 42387		927.16
RECEIVER GENERAL	CK# 42388		2,476.00
RECEIVER GENERAL	CK# 42389		42,181.18
RED DEER RIVER MUNICIPAL USERS	CK# 42390		517.75
RICOH CANADA INC.	CK# 42391		1,410.17
ROUGH MEADOW MANAGEMENT INC.	CK# 42392		6,554.96
ROWE, DIANA	CK# 42393		1,146.89
SARGENT, ROBERT	CK# 42394		1,306.01
SEED CHECK TECHNOLOGIES INC.	CK# 42395		210.00
SHRED-IT CALGARY	CK# 42396		174.48
TELUS COMMUNICATIONS INC.	CK# 42397		362.67
TELUS MOBILITY INC.	CK# 42398		947.98
TOWN OF DRUMHELLER	CK# 42399		1,279.15
TURRIS COMMUNICATIONS LTD.	CK# 42400		270.22
WANNSTROM, STEVE	CK# 42401		256.00
WATER PURE & SIMPLE	CK# 42402		56.00
WEARPRO EQUIPMENT & SUPPLY	CK# 42403		243.21
WOLF, SANDY	CK# 42404		550.00
WOLF, TRACY	CK# 42405		680.00

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WURTH CANADA LIMITED CK# 42406 247.72
ZEE MEDICAL CANADA CORPORATION CK# 42407 634.74

Sub-Total: \$ 379,845.89

TOTAL: \$ 445,766.88


C16-057
Adjournment

[C16-057] MOVED BY DEPUTY REEVE AVRAMENKO

that the meeting be adjourned at 3:20 p.m.

CARRIED UNANIMOUSLY.

The next regular meeting of the Council of Starland County is to be held on Wednesday, April 13th, 2016 at the Starland County Administration Office, Morrin, Alberta, commencing at 9:00 a.m.


Reeve:
J. Barrie Hoover


Chief Administrative Officer:
Ross D. Rawlusk