

STARLAND COUNTY

COUNCIL MEETING, AUGUST 17TH, 2016



A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, August 17th, 2016, commencing at 9:00 a.m.

Attendance

Present:

Barrie Hoover

Deputy Reeve:

Allen Avramenko

Councillors:

Murray Marshall, Bob Sargent and

Steven Wannstrom

Staff:

CAO R. Rawlusyk

Special Projects Manager M. Kreke

Recording Secretary S. Bremer

C16-137 Approval of Minutes

[C16-137] MOVED BY COUNCILLOR MARSHALL

that the minutes of the July 27th, 2016 regular meeting of the Council of Starland County be approved.



Accounts Checked

CARRIED UNANIMOUSLY.

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

C16-138 Approval of Accounts

[C16-138] MOVED BY COUNCILLOR SARGENT

that accounts (cheque no. 43185 to 43277 and 43309 to 43339 inclusive) totalling \$453,474.18, be approved for payment.

CARRIED UNANIMOUSLY.

Financial Statement

Council reviewed the Starland County monthly financial statement for the month ending July 31st, 2016.

C16-139 Approval of Financial Statement

[C16-139] MOVED BY DEPUTY REEVE AVRAMENKO

that the Monthly Financial Statement for the month ending July 31st, 2016 be approved as reviewed.

CARRIED UNANIMOUSLY.

CAO Report

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

- The federal, provincial and territorial (FPT) governments are currently working to develop the next agricultural policy framework. The new framework for Agriculture is set to launch in April of 2018.
- In regards to a few agricultural complaints, Ross recently reviewed the Agricultural Operations Practices Act, noting that this is a powerful piece of legislation that basically limits farm operations from being sued for a nuisance like odour or dust as long as they are not contravening the regulations.
- The tax deadline is coming up on September 30th, 2016.
- In regards to infrastructure funding, it was noted that the federal government is yet to sign infrastructure funding agreements with five provinces and two territories. The agreements are critical to allow for the flow of cash to infrastructure projects.
- The Government of Canada initiated a review of Canada's environmental and regulatory processes. The goal of the review is to ensure that decisions on major projects are based on science, facts and evidence, including traditional knowledge of Indigenous Peoples.
- Palliser Regional Municipal Services have now completed their



review and compiled some suggested changes to our new Land Use Bylaw. The proposed amendments will be reviewed with PRMS over the next few weeks and early in October we will start the public information sessions and public hearings.

- Alberta Municipal Affairs have launched a review of the Local Authorities Election Act, aiming to have any amendments adopted prior to the next municipal election.
- The County of St. Paul requested Ross' assistance in interviewing with their staff for the hiring of a new Public Works Supervisor in that County.

Attendance of
PWS Pratt &
PW Report

At 10:05 a.m., Public Works Supervisor Pratt attended the meeting and reviewed his Public Works Report with Council. Highlights included the following:

- Regular work activities are ongoing including brushing, building and widening approaches, working on the slide at 21-0, hauling product to fill soft spots on roads, hauling equipment to auction, mowing, etc.
- 8-foot chain link privacy slats were installed in the Public Works yard fence on the west side.
- Several employees have been taking their refresher courses for Ground Disturbance, Backhoe and Loader Training.
- 113 miles have been completed on the gravel program, as well as 31 miles of add-ons.

Culvert Failure

Public Works Supervisor Pratt reviewed the culvert failure that they are dealing with on Range Road 21-0 north of Burfield's. Crews have tried repairing this slide area with limited success. Quotes were obtained from Inline Contracting to repair this culvert, noting that it will cost approximately \$85,000.00 and that work would be best completed in the winter months.

Hamlet Clean-up

Council discussed setting the dates for the County's annual hamlet clean-up days.

C16-140
Hamlet Clean-up
Days Scheduled

[C16-140] MOVED BY REEVE HOOVER

that Hamlet Clean-Up Days be scheduled as follows:

- Hamlet of Craigmyle - Monday, September 12th, 2016
- Hamlet of Michichi - Tuesday, September 13th, 2016
- Hamlet of Rowley - Wednesday, September 14th, 2016
- Hamlet of Rumsey - Thursday, September 15th, 2016

Departure of
PWS Pratt

CARRIED UNANIMOUSLY.

At 11:00 a.m., Public Works Supervisor Pratt departed from the meeting.

Alberta Municipal
Affairs re: Approval
of 2016 MSI
Capital

Correspondence was received from Alberta Municipal Affairs, noting that the following projects were approved for MSI Capital Funding for 2016:

Public Works Land Purchase	-	\$324,500
Bridge File 9015	-	\$200,000
Road Grader Purchase	-	\$487,000

Alberta Municipal
Affairs re: Approval
of 2015 MSI SFE

Alberta Municipal Affairs also confirmed that Starland County's certified Municipal Sustainability Initiative (MSI) - 2015 Capital Statement of Funding and Expenditures (SFE) was submitted and they are satisfied that the reporting requirements have been met.

Attendance of
Manager Riep &
Municipal Services
Report

At 11:05 a.m., Manager Riep attended the meeting and reviewed his Municipal Services Report with Council. Highlights of his report included the following:

- Regular work activities are on-going, including repairs to meter vault service, planting trees, mowing, landscaping and plot repairs in the cemeteries, daily water system monitoring, etc.
- There was a major power failure at the Rumsey water station on July 23rd causing a complete shutdown of the water station and water service in the hamlet. Water service in Rumsey was interrupted for approximately 8 hours, however, Danielle handled this matter very well and service was returned within a timely manner. A new service cable to the building was excavated and installed and final repairs were completed by July 27th.
- Glen reviewed an on-going issue at the Drumheller Airport. Several concerns were brought forth by a tenant at the airport facility causing an inspection to be done. However, there were no evident violations noted. Glen will be working with Greg Peters of the Town of Drumheller to make recommendations on the observations noted.
- Glen provided an update on the CLV Solar Project, noting the solar racking for the solar panels is done and waiting for the solar panels to be installed. The replacement inverter for the solar/genset trailer is expected to arrive this week.
- The Annual Fire Appreciation BBQ was held on July 14th, 2016. It was very well attended and long service awards were presented to members in attendance.
- The fish derby at Michichi Dam has been changed to Saturday, August 27th.

Munson Fire Hall Update

CAO Rawlusk provided an update on the Munson Fire Hall development. The subdivision has been approved and the re-zoning of the property is now complete. The transfer of title should be completed within the next month or so.

RFP re: Prime Consulting Services for Fire Hall / Truck-fill

Matthew reviewed a draft of the invitation for RFP's for Prime Consulting Services for a new Fire Hall/Truck-fill building. He suggested a committee be formed to review these RFP's, including himself, Glen, Steve and a Village of Munson representative.

Departure of Manager Riep

At 11:55 a.m., Manager Riep departed from the meeting.

STEP Grant Funding

CAO Rawlusk noted that he recently received notice that the County's application for STEP Grant funding was approved for two positions.

C16-141
STEP Grant Agreement

IC16-141 MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County enter into an Agreement with Her Majesty The Queen, represented by the Minister of Jobs, Skills, Training and Labour for STEP Grant funding for two employment positions as outlined.

CARRIED UNANIMOUSLY.

Modernized MGA Member Consultations

The Alberta Association of Municipal Districts and Counties forwarded a summary paper with regards to the *Modernized MGA Member Consultations*. In addition, they prepared a letter to Alberta Municipal Affairs outlining their position and comments in regards to the various amendments to the MGA as well as positions on items that have remained unchanged.

In-Camera Discussions of Council

CAO Rawlusk discussed an information summary in regards to "*In-Camera Discussions of Council*" as outlined by Alberta Municipal Affairs. In addition, Alberta Municipal Affairs also provided a Discussion Guide in regards to the *Municipal Government Act Meetings Regulation*.

RCMP Report

Correspondence was received from Sgt. Kevin Charles, Acting Detachment Commander for the Royal Canadian Mounted Police, Drumheller, Alberta. Sgt. Charles provided the Drumheller R.C.M.P. Statistical Report for June 2016 and Quarter 2, 2016, noting that their overall statistics remain relatively

consistent.

CAO Rawlusk noted that a Joint Meeting Discussion is scheduled with the Village of Morrin for Thursday, August 18th, 2016, commencing at 7:00 p.m. Council reviewed the draft agenda for same and the items to be discussed.

The 2016 Alberta Emergency Management Agency (AEMA) Stakeholder Summit is to be held November 21st and 22nd, 2016 at the Radisson Hotel South, Edmonton, Alberta.

A *Renewable Energy in Alberta Information Session* will be held in Red Deer, Alberta on August 25th, 2016 from 9:00 a.m. to 12:00 p.m. Everyone interested is invited to attend.

Correspondence was received from Canadian Natural Resources Limited. They are doing a follow-up on their previous correspondence, requesting further property tax reductions and a commitment of a 30% reduction in the property tax burden from 2015 levels.

CAO Rawlusk reviewed three new or revised policies with Council. Policy No. 320-6 is for the sale of fuel; Policy No. 130-3 is to outline details in regards to a policy for extension of benefits past retirement for County employees; and the third policy is in regards to the County's Webmap, County Cameras and NEC Telephone Software and awareness of their purposes.

[C16-142] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County Policy No. 320-6, the Fuel Sales Policy, be approved as reviewed.

MOTION CARRIED.

[C16-143] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County Policy No. 130-3, the Extension of Benefits Past Retirement Policy, be approved as amended.

MOTION CARRIED.

[C16-144] MOVED BY COUNCILLOR WANNSTROM

that the Starland County Policy for the County Webmap, Use of County Cameras and NEC Telephone Software be approved as follows:

Starland County wants all employees to be aware that the County uses cameras in the public works shop area, public works buildings and the administration office. Cameras are able to actively record and the record can be used for investigations of theft, damages to County equipment, confirmation of County policy application and safety investigations. It is important that all employees know that information collected on the camera systems can be used as a basis of performance management and those instances could lead to disciplinary action.

The County also wants employees to be fully aware that the County has a mapping application called Webmap. Webmap is a digital database that allows certified users to search asset records (bridges, waterlines, roads, etc.), but it also contains a vehicle tracking component. The vehicle tracking component is largely used to locate vehicles in case of an emergency

Joint Meeting with Village of Morrin

2016 AEMA Summit

Renewable Energy in Alberta Information Session

CNRL re: Request for Tax Reduction

Policy Review

C16-142
Approval of Fuel Sale Policy

C16-143
Approval of Extension of Benefits Past Retirement Policy

C16-144
Approval of County Webmap & Use of County Cameras Policy

or track complaints about County vehicles. Webmap can also be used to monitor vehicle speeds to ensure compliance with County safety policies. The installation of the tracking component is mandatory on all County vehicles.

Lastly, the County has installed a telephone / holiday monitoring software called NEC Desktop Suite. This software is primarily intended to alert and inform staff about holidays and short term absences and meetings of other staff members. The software is intended to inform all staff members about work absences and allow everyone to know who is and isn't at work. The software does however create a call log as well, and technically the County could monitor how much time an employee spends on the phone or utilizes long distance calling. It is possible that information collected on NEC Desktop could be used to monitor work habits and this information could be used as a basis of performance management.

The information being collected on cameras, Webmap or NEC Desktop falls under the definition of personal information under the Freedom of Information and Protection of Privacy Act (FOIPP). As such, all employees are herein advised that:

- Information being collected is used for the purposes outlined above, but collected information may also be used for personnel related issues and monitoring employee performance;*
- Information gathered can be used as a basis for performance management and disciplinary action.*

CARRIED UNANIMOUSLY.

CAAMDC
Director's Meeting

CAO Rawlusk reviewed information discussed at the CAAMDC Director's Meeting held on August 12th, 2016 in Three Hills, Alberta. The District 2 CAAMDC Zone Meeting will be held in Acadia Valley and hosted by the M.D. of Acadia on October 14th, 2016 in the Acadia Valley Community Hall.

County of Stettler
Resolution re:
Vegetation
Management on
Primary/Secondary
Highways

The County of Stettler No. 6 requested Starland County's support of their resolution to request the Government of Alberta to deliver a more effective maintenance program for vegetation management (weed control and mowing) along the primary and secondary highways in the province.

C16-145
Support of
Resolution for
Vegetation
Management on
Highways

[C16-145] MOVED BY COUNCILLOR WANNSTROM

that Starland County support the County of Stettler No. 6 resolution to request the Government of Alberta to deliver a more effective maintenance program for vegetation management (weed control and mowing) along the primary and secondary highways in the province.

CARRIED UNANIMOUSLY.

Committee
Reports

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

Council Communications

Council Communications:

- i) Kneehill County re: Thank you
- ii) Red Deer River Watershed Alliance re: RDRWA Fall Forum
- iii) Alberta Association of Municipal Districts and Counties re:
 - Member Bulletin - Provide Input into Government of Canada's Infrastructure Plan
 - Member Bulletin - Public Sector Digest Offering Free Asset Management Webinar
 - Member Bulletin - Alberta Infrastructure Adopts Prompt Payment Clause to Construction Contracts
 - Contact Newsletter (1 issue)

Accounts

Accounts - see prior motion.

ACKLANDS-GRAINGER INC.	CK# 43185	\$	788.52
ACTIVE GLASS	CK# 43186		583.94
ADAMS INDUSTRIAL SUPPLIES INC.	CK# 43187		1,457.83
AAMDC	CK# 43188		48,635.37
ALBERTA GOVERNMENT SERVICES	CK# 43189		51.00
ALBERTA ONE-CALL CORPORATION	CK# 43190		75.60
ALLIED DISTRIBUTORS DRUM LTD.	CK# 43191		195.60
ARMAA	CK# 43192		150.00
ATB FINANCIAL MASTERCARD	CK# 43193		1,812.53
AVRAMENKO, ALLEN	CK# 43194		435.58
BARRON, FRANCIS	CK# 43195		1,327.00
BIG COUNTRY GAS CO-OP	CK# 43196		135.77
BIG SKY CALL CENTERS INC.	CK# 43197		331.80
BROWNLEE LLP	CK# 43198		731.59
M.W.C. TRUCKING LTD.	CK# 43199		10,495.80
COUNTRY COOKERS	CK# 43200		420.00
DEVALERIOLA, CHERYL	CK# 43201		2,005.00
DOLPHIN MEDIA INC.	CK# 43202		313.95
DOUG'S EAVESTROUGHING	CK# 43203		578.13
DRUM WIRELESS LTD.	CK# 43204		9,434.25
DRUMHELLER SOLID WASTE	CK# 43205		214.55
DRUMHELLER CHRYSLER LTD.	CK# 43206		107.34
DRUMHELLER CO-OP LTD.	CK# 43207		1,404.78
EAGLE LAKE NURSERIES	CK# 43208		3,889.78
ENMAX	CK# 43209		4,433.34
FREIGHTLINER OF RED DEER	CK# 43210		4,410.00
FRONTIER POWER PRODUCTS LTD.	CK# 43211		403.66
GARRY'S WELDING AND SUPPLIES	CK# 43212		92.48
GRANT'S OILFIELD SERVICE	CK# 43213		94.50
GREYHOUND COURIER EXPRESS	CK# 43214		97.98
GRIFFITH, SHERRY	CK# 43215		232.30
H & H HUXTED ENT. LTD.	CK# 43216		189.00
HAMPTON, ALAN W.	CK# 43217		411.71
HANNA BUILDING SUPPLIES	CK# 43218		29,631.14
HAYES, JESSICA	CK# 43219		859.25
HECK, BRIAN	CK# 43220		159.40
HKRWS	CK# 43221		8,513.03
HI-WAY 9 EXPRESS LTD.	CK# 43222		411.38
HODGE BROTHERS TRUCKING LTD.	CK# 43223		28,124.21
HODGE, MITCHELL	CK# 43224		129.00
HOOVER, BARRIE	CK# 43225		489.76
FRESON BROS. DRUMHELLER	CK# 43226		1,366.78
IMAGE CRAFTER SIGNS INC.	CK# 43227		52.50
JACK FENCING	CK# 43228		4,516.58
KELTECH COMMUNICATIONS INC.	CK# 43229		1,365.00
KNUTSON & SHAW GROWERS LTD.	CK# 43230		176.93
LAVERTY-ROLF, PATRICIA	CK# 43231		850.00

LAPP	CK# 43232	23,869.13
LORAN CHARTERS	CK# 43233	1,785.00
MARSHALL, MURRAY	CK# 43234	465.68
MINISTER OF FINANCE	CK# 43235	241.50
MORRIN FOODS	CK# 43236	339.98
MPE ENGINEERING LTD.	CK# 43237	5,034.23
NEU MUEHL HUTTERIAN OF DELIA	CK# 43238	550.00
NEW WEST GEOMATICS	CK# 43239	5,427.93
PACIFIC CHEMICALS INC.	CK# 43240	11,229.75
PETTY CASH	CK# 43241	141.35
PRIMROSE, BRAD	CK# 43242	10,046.01
PRINTER WORLD INTERNATIONAL	CK# 43243	692.90
QUADROCK TRUCKING	CK# 43244	94.50
RECEIVER GENERAL	CK# 43245	57,637.41
RICOH CANADA INC.	CK# 43246	724.04
ROADATA SERVICES LTD.	CK# 43247	232.05
ROBMAC ENTERPRISES LTD.	CK# 43248	8,200.15
HODGE, ROGER	CK# 43249	11,702.71
ROWLEY COMMUNITY HALL	CK# 43250	1,400.00
SARGENT, ROBERT	CK# 43251	430.00
SHARPE, KERRY	CK# 43252	138.76
SHRED-IT CALGARY	CK# 43253	197.19
STANTEC CONSULTING LTD.	CK# 43254	5,410.67
STETTLER INDEPENDENT	CK# 43255	50.40
STRONGCO LIMITED PARTNERSHIP	CK# 43256	318.63
SUN LIFE ASSURANCE COMPANY	CK# 43257	18,300.04
SUNAGRO LAND SERVICES LTD.	CK# 43258	3,418.80
TAAQ NORTH	CK# 43259	21.00
TELUS COMMUNICATIONS LTD.	CK# 43260	1,563.43
THE DRUMHELLER MAIL	CK# 43261	129.78
TOWN OF DRUMHELLER	CK# 43262	1,375.38
TREMBLAY, DANIELLE	CK# 43263	130.72
TRINUS TECHNOLOGIES INC.	CK# 43264	1,089.38
TURRIS COMMUNICATIONS LTD.	CK# 43265	270.22
UNIVAR CANADA LTD.	CK# 43266	8,163.71
VILLAGE OF DELIA	CK# 43267	17.14
VILLAGE OF MORRIN	CK# 43268	240.10
WANNSTROM, STEVE	CK# 43269	2,189.41
WATER PURE & SIMPLE	CK# 43270	32.00
WILD ROSE ASSESSMENT SERVICES	CK# 43271	9,029.13
ZIPPER, ALOIS A.	CK# 43272	441.00
1073581 ALBERTA LTD.	CK# 43273	12,014.50
1435338 ALBERTA LTD.	CK# 43274	10,120.79

Sub-Total:

\$ 387,492.14

ABACUS DATAGRAPHS	CK# 43275	\$ 1,260.00
ACKLANDS-GRAINGER INC.	CK# 43276	73.35
ADAMS, BRETT	CK# 43277	2,000.00
- VOIDED CHEQUES -	CK# 43278 - 43308	VOID
AAMDC	CK# 43309	350.62
ALLIED DISTRIBUTORS DRUM LTD.	CK# 43310	1,364.49
ATCO ELECTRIC LTD.	CK# 43311	34.00
BARRON, FRANCIS	CK# 43312	150.00
CBI MANUFACTURING	CK# 43313	1,667.74
COUNTRY COOKERS	CK# 43314	2,797.20
DON HERZOG FARMS LTD.	CK# 43315	2,000.00
DRUMHELLER CHRYSLER LTD.	CK# 43316	1,294.32
DRUMHELLER CO-OP LTD.	CK# 43317	1,367.33
EAST CENTRAL GAS CO-OP LTD.	CK# 43318	147.36
FREIGHTLINER OF RED DEER INC.	CK# 43319	750.65
GLOVER INTERNATIONAL TRUCKS	CK# 43320	6,072.49
HAMPTON, ALAN W.	CK# 43321	590.00
HANNA BUILDING SUPPLIES	CK# 43322	1,064.57
HANNA WELDING RODS LTD.	CK# 43323	2,416.78

HI-WAY 9 EXPRESS LTD.	CK# 43324	100.34
HOOVER, BARRIE	CK# 43325	1,282.30
JERRY'S LOCK & KEY SERVICE	CK# 43326	156.39
KNEEHILL COUNTY	CK# 43327	3,880.29
KUDRAS, DARA	CK# 43328	590.00
PETERSON AUTO BODY LTD.	CK# 43329	414.11
PRONGHORN CONTROLS	CK# 43330	7,361.53
RANDY JAMES FARMS LTD.	CK# 43331	2,000.00
RED DEER RIVER WATERSHED	CK# 43332	1,035.50
RIEP, GLEN	CK# 43333	809.66
ROWLEY COMMUNITY HALL ASSOC.	CK# 43334	283.00
TELUS COMMUNICATIONS INC.	CK# 43335	182.42
TELUS MOBILITY INC.	CK# 43336	1,035.71
THE DRUMHELLER MAIL	CK# 43337	469.56
WATER PURE & SIMPLE	CK# 43338	10.00
WONG, MILTON	CK# 43339	200.00

Sub-Total:	\$	45,211.71
AAMDC	\$	20,770.33
Sub-Total:	\$	20,770.33
TOTAL:	\$	453,474.18

C16-146
Adjournment

[C16-146] MOVED BY COUNCILLOR SARGENT

that the meeting be adjourned at 3:25 p.m.

CARRIED UNANIMOUSLY.

The next regular meeting of the Council of Starland County is to be held in the Starland County Administration Office, Morrin, Alberta, on Wednesday, September 14th, 2016, commencing at 9:00 a.m.


Reeve:
J. Barrie Hoover


Chief Administrative Officer:
Ross D. Rawlusk