

STARLAND COUNTY

COUNCIL MEETING, APRIL 26TH, 2017

A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, April 26th, 2017, commencing at 9:00 a.m.

Attendance

Present: Reeve: Barrie Hoover
Deputy Reeve: Allen Avramenko
Councillors: Murray Marshall, Steve Wannstrom
and Bob Sargent
Staff: CAO R. Rawlusyk
Assistant CAO S. Bremer
Special Projects Manager M. Kreke

C17-065 Approval of Minutes

[C17-065] MOVED BY COUNCILLOR MARSHALL

that the minutes of the April 12th, 2017 regular meeting of the Council of Starland County be approved.

CARRIED UNANIMOUSLY.

Monthly Financial Statements

Council reviewed the Monthly Financial Statements for the months ending December 31, 2016, January 31st, 2017, February 28th, 2017 and March 31st, 2017.

C17-066 Approval of Financial Statements

[C17-066] MOVED BY DEPUTY REEVE AVRAMENKO

that Council approve the Monthly Financial Statements for December 2016, January, February and March 2017 as reviewed by Council.

CARRIED UNANIMOUSLY.

Accounts Checked

Deputy Reeve Avramenko and Councillor Wannstrom checked accounts with Administrative Assistant Laya Montgomery.

C17-067 Approval of Accounts

[C17-067] MOVED BY COUNCILLOR WANNSTROM

that accounts (cheque no. 44649 to 44705 inclusive) totalling \$221,258.16, be approved for payment.

CARRIED UNANIMOUSLY.

CAO Report

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

- Ross noted that his retirement date is nearing effective May 1st, 2017. He noted that he would like to be involved in the transition of power and subject to Council's approval, he hopes to come back on a reduced time basis to assist the new CAO with all the files in transition.
- Our committee of Shirley, Glen, Matthew and Ross have been working with Palliser Regional Municipal Services for nearly three years on the development of a new Land Use Bylaw for Starland County. The new bylaw creates three new zones and introduces updates relative to new legislation and development potential (marijuana regulation) that is evolving. We have also added many new definitions to help clarify the intent of the bylaw for readers. A Public Hearing will be held today to get final input into the document.
- Ross provided an update on the County's new HR Program. Kory is developing an orientation process and taking over some of the hiring tasks for a few departments. She will also be reviewing some of our personnel policies, wage scales and developing a new staff survey and performance review process.

He noted that for an organization our size it's a great help to have someone working in this capacity.

- Ross noted a few of the instant rebates for energy-efficient products. The incentives are part of the Energy Efficiency Alberta's Residential Retail Products Program and details of the program are available online.
- As a note of interest, he outlined Alberta's personal income tax indexing system which is adjusted annually. Albertan's have the highest basic personal and spousal amounts, no sales tax and no payroll tax and have the lowest overall taxes among the provinces. They will see this amount increase by another 1.3 percent to \$18,690 in 2017.
- April 28th is the National Day of Mourning to remember the workers who were killed, injured or disabled at work.
- Insight Into Government has updated the Directory of Cabinet Ministers, Deputy Ministers and Committees of Cabinet and the Legislature.
- Alberta Agriculture has a number of current and updated weather maps available. As well, near real time hourly weather station data can be viewed and downloaded at www.agriculture.alberta.ca/stations.
- The Safety Committee is recommending a change to allow seasonal workers to access the boot allowance at \$150.00 for every two years. Currently the boot allowance for seasonal workers is \$75.00 per year and that amount is not always sufficient to get a 6" high CSA grade boot.
- The Delia C-2000 Club has thrown their support behind a plan to develop a new seed cleaning plant in the Delia area.

C17-068
Safety Footwear
PPE Policy
Amendment

[C17-068] MOVED BY COUNCILLOR MARSHALL

that Starland County Council amend the Personal Protective Equipment Policy within Starland County's Safety Policy for the provision of an allowance for CSA approved steel-toed boots for seasonal workers to cover up to \$150.00 every two years.

CARRIED UNANIMOUSLY.

C17-069
Meeting recessed

[C17-069] MOVED BY COUNCILLOR WANNSTROM

that the Council Meeting be recessed at 10:00 a.m. to allow time for the Public Hearing for the new Land Use Bylaw 1125.

CARRIED UNANIMOUSLY.

C17-070
Regular meeting
resumed

[C17-070] MOVED BY COUNCILLOR SARGENT

that the regular meeting of Council be resumed at 10:35 a.m.

CARRIED UNANIMOUSLY.

Land Use
Bylaw 1125

The new Land Use Bylaw 1125 was given a final review.

C17-071
Land Use Bylaw
1125 - 2nd Reading

[C17-071] MOVED BY COUNCILLOR SARGENT

that Land Use Bylaw 1125, a bylaw governing land use planning and development standards in Starland County, repealing and replacing

Bylaw 1064, be given Second Reading.

CARRIED UNANIMOUSLY.

C17-072
Land Use Bylaw
1125 - 3rd Reading

[C17-072] MOVED BY DEPUTY REEVE AVRAMENKO

that Land Use Bylaw 1125, a bylaw governing land use planning and development standards in Starland County, repealing and replacing Bylaw 1064, be given Third and Final Reading and Finally Passed.

CARRIED UNANIMOUSLY.

Attendance of
Manager Riep &
Municipal Services
Report

Manager Riep reviewed his Municipal Services Report with Council. Highlights of his report included the following:

- Crews have been busy with cemetery work, THM and Lead sample collection, building repairs at Craigmyle water station and daily water system monitoring and testing.
- Glen is assisting the Morning Glory Water group in the meter upgrades to their system. The incorporation of the new meters is only a small upgrade in relation to where they need to be. Once they get all the information back from the association, they will be able to load the data into our water read and billing program to initiate the account identification. It will then be up to the landowners to install the units themselves.
- Glen has been assisting the Village of Munson with some operational problems in the plant as a result of failed PRV equipment. The original system design was improperly developed and such has resulted in the reduced efficiency of the pumps and even complete failure on one pump. The impact on the Starland Regional system is reflected in the alarm and monitoring issues and flows and pressure issues are occurring regularly.
- At the last MPC meeting the Suncor Wind Farm Project in the Hand Hills development was approved. The project will include 52 turbines to be situated in the Handhills of which 31 turbine sites will be located in Starland County. The project approval from Alberta Utilities Commission is expected this fall with winter construction to commence in 2018. It is the goal of Suncor to have the farm operational by the end of 2018.
- Glen attended an information session hosted by Victim Services in Drumheller focussing on bio hazardous materials found at emergency scenes and the precautions necessary when encountering homes or property where these contaminants may be occurring.
- Glen reviewed a copy of the letter he drafted to Natural Resources Conservation Board (NRCB) in response to Application RA17015 from Cloverleaf Hutterian Brethren on a Ptn. of the N ½ 23-31-18-W4M. Within this letter he noted concerns brought forth by the Starland Municipal Planning Commission, mainly in regard to incorporation of manure wastes, onsite waste collection and retention facilities, manure disposal lands and ground water sustainability.

ATCO Electric re:
Fire Suppression
Agreement

CAO Rawlusk reviewed his discussions with ATCO Electric representatives in regards to fire suppression when ATCO Electric is found to be responsible for the cause of the fire. ATCO shared the legal opinion which they obtained and also forwarded a *Letter of Agreement* in regards to Starland County Fire Suppression. In this agreement, ATCO will complete a thorough internal investigation as to the initial cause of fires that may be attributed to the power system which they will share with Starland County's Fire Marshall. If the investigation concludes that ATCO is responsible, they will accept responsibility and pay appropriate related Fire Suppression invoices. If they can't determine the initial cause, they will contact the County for assistance.

C17-073
Motion to accept
ATCO Electric
Letter of
Agreement

[C17-073] MOVED BY REEVE HOOVER

that Starland County accept ATCO Electric's Letter of Agreement in regards to Fire Suppression within Starland County as reviewed.

CARRIED UNANIMOUSLY.

Departure of
Manager Riep

At 11:15 a.m., Manager Riep departed from the meeting.

Administrative
Comments re:
Appointment of
CAO &
Establishment of
Bylaw

CAO Rawlusyk reviewed the legislation in the Municipal Government Act (MGA) that authorizes Council to pass a bylaw for the purpose of establishing the position of Chief Administrative Officer and that in accordance with Section 203 of the MGA, Council may delegate any of its executive and administrative duties and powers and functions.

C17-074
Motion to
establish Bylaw
1127 re: CAO
Position &
Appointment

[C17-074] MOVED BY DEPUTY REEVE AVRAMENKO

that Bylaw No. 1127 to establish the position of Chief Administrative Officer and to appoint a new Chief Administrative Officer for Starland County, that being Shirley J. Bremer, defining the duties, powers and functions of that position be established.

CARRIED UNANIMOUSLY.

C17-075
CAO Bylaw 1127
re: 1st Reading

[C17-075] MOVED BY REEVE HOOVER

that Bylaw No. 1127 to establish the position of Chief Administrative Officer and to appoint a new Chief Administrative Officer for Starland County, that being Shirley J. Bremer, defining the duties, powers and functions of that position be given First Reading.

CARRIED UNANIMOUSLY.

C17-076
CAO Bylaw 1127
re: 2nd Reading

[C17-076] MOVED BY COUNCILLOR WANNSTROM

that Bylaw No. 1127 be given Second Reading.

CARRIED UNANIMOUSLY.

C17-077
Motion to give
Bylaw 1127 3rd
Reading

[C17-077] MOVED BY COUNCILLOR MARSHALL

that Bylaw No. 1127 be presented for Third Reading at this meeting.

CARRIED UNANIMOUSLY.

C17-078
CAO Bylaw 1127
re: 3rd Reading

[C17-078] MOVED BY COUNCILLOR SARGENT

that Bylaw No. 1127 to establish the position of Chief Administrative Officer and to appoint a new Chief Administrative Officer for Starland County, that being Shirley J. Bremer, defining the duties, powers and functions of that position be given Third and Final Reading and Finally Passed.

CARRIED UNANIMOUSLY.

AAMDC Spring
Convention
Highlights

The AAMDC forwarded the Spring 2017 Convention Highlights for Council's perusal.

FCM Annual
Conference

The Federation of Canadian Municipalities Annual Conference is to be held in Ottawa, Ontario from June 1st to 4th, 2017. A draft conference schedule together with transportation and accommodation information was distributed

to Council for their reference.

Species at Risk Policies

A copy of the AAMDC submission to Environment and Climate Change Canada in regards to Species at Risk Policies was reviewed with Council. The implications of the *Species at Risk Act (SARA)* was identified as a priority by AAMDC members through the endorsement of several resolutions. The County of Warner also provided the AAMDC with a copy of their correspondence on this issue which included valuable information.

Bylaw No. 1126 re: Borrowing Bylaw

CAO Rawlusyk reviewed proposed Bylaw No. 1126, a bylaw to authorize the County to borrow funds on a short term basis in 2017 for the purpose specified in Section 256 of the Municipal Government Act. This bylaw authorizes the County to borrow up to \$5,000,000.00 on a short term basis, if necessary.

C17-079
Motion to establish Borrowing Bylaw No. 1126

[C17-079] MOVED BY DEPUTY REEVE AVRAMENKO

that Bylaw No. 1126 be established, a bylaw to authorize the County to borrow funds on a short term basis in 2017 for the purpose specified in Section 256 of the Municipal Government Act.

CARRIED UNANIMOUSLY.

C17-080
Bylaw No. 1126 - 1st Reading

[C17-080] MOVED BY COUNCILLOR MARSHALL

that Bylaw No. 1126 be given First Reading.

CARRIED UNANIMOUSLY.

C17-081
Bylaw No. 1126 - 2nd Reading

[C17-081] MOVED BY COUNCILLOR SARGENT

that Bylaw No. 1126 be given Second Reading.

CARRIED UNANIMOUSLY.

C17-082
Motion to have 3rd Reading on Bylaw No. 1126

[C17-082] MOVED BY COUNCILLOR WANNSTROM

that Bylaw No. 1126 be presented at this meeting for Third Reading.

CARRIED UNANIMOUSLY.

C17-083
Bylaw No. 1126 - 3rd Reading

[C17-083] MOVED BY REEVE HOOVER

that Bylaw No. 1126, a Bylaw of Starland County, to authorize the County to borrow funds on a short term basis in 2017 for the purpose specified in Section 256 of the Municipal Government Act be given Third and Final Reading.

CARRIED UNANIMOUSLY.

Health Canada re: Proposed legislation for cannabis & impaired driving

Correspondence was received from Health Canada in regards to the proposed legislation that would provide regulated and restricted access to cannabis and crack down on impaired driving. Legislation was introduced to legalize, strictly regulate and restrict access to cannabis. In addition to legalizing and strictly regulating cannabis, the Government is toughening laws around alcohol and drug impaired driving. Council reviewed the information provided including the proposed legislation and new offences as well as the new tools for police to better detect drivers who have drugs in

Attendance of
PWS Pratt &
PW Report

their body.

At 1:00 p.m., Public Works Supervisor Pratt attended the meeting and reviewed his Public Works Report with Council. Highlights of his report included the following:

- Crews have been busy steaming and hydro-vacating frozen culverts, pumping water, breaking up concrete in the compound, hauling gravel to soft spots and other regular maintenance items;
- Mechanics continue with the regular maintenance and repairs, removing snow equipment, working on the road crew equipment, CVIP's;
- Brenda has been issuing permits, dealing with bylaw complaints, monitoring a manure haul, working with Crime Watch at the Drumheller Spring Expo;
- Gradersmen have been maintaining their gravel roads as well as some back roads and repairing some soft spots with gravel;
- Al ordered the new Highway Tractor unit;
- He ordered the grader blades from Wearpro;
- Checking out trouble spots for steaming, pumping and/or hydro-vacating;
- He attended the Road Tour with Council and Stantec on April 21st.

Departure of
PWS Pratt

At 1:30 p.m., Public Works Supervisor Pratt departed from the meeting.

C17-084
Cancellation of
May 10th, 2017
Council Meeting

[C17-084] MOVED BY COUNCILLOR WANNSTROM

that the regular meeting of Council scheduled for Wednesday, May 10th, 2017 be cancelled.

CARRIED UNANIMOUSLY.

C17-085
Council Meeting
Date Changed

[C17-085] MOVED BY COUNCILLOR SARGENT

that the regular meeting of Council scheduled for Wednesday, May 24th, 2017 be changed to Wednesday, May 31st, 2017.

CARRIED UNANIMOUSLY.

Amateur Team
Funding Request

Correspondence was received from the Badlands Bucks and Bows Club requesting Council's consideration of Amateur Team Grant funding. They have 10 participants in their group.

C17-086
Amateur Team
Funding Awarded
re: Badlands
Bucks & Bows

[C17-086] MOVED BY COUNCILLOR SARGENT

that Starland County award Amateur Team Grant funding in the amount of \$500.00 (10 x \$50.00 each) to the Badlands Bucks and Bows Club.

CARRIED UNANIMOUSLY.

Amateur Team
Funding Request

Correspondence was received from the Delia Minor Baseball requesting Council's consideration of Amateur Team Grant funding. They have 52 participants in their group.

C17-087
Amateur Team
Funding Awarded
re: Delia Minor
Baseball

[C17-087] MOVED BY COUNCILLOR MARSHALL

that Starland County award Amateur Team Grant funding in the amount of \$2,000.00 (Maximum Amount) to the Delia Minor Baseball.

CARRIED UNANIMOUSLY.

Tender Opening
re: Munson Firehall

At 2:00 p.m., Manager Riep, BRZ Representatives and representatives from the companies submitting tenders for the Munson Fire Hall Project attended the meeting for the tender opening.

Munson Firehall
Low Tender

The low tender was received from Lear Construction in the amount of \$2,548,800.00. BRZ representatives will review this tender to ensure all components of the tender are included as required. The tender representatives departed from the meeting at 2:15 p.m. and the BRZ representatives departed at 2:30 p.m., returning at 2:45 p.m. The BRZ representatives noted that they would need the 30-day time period to confirm various portions of the tender including the alternative products that Lear Construction may use, and whether or not they can meet the National Energy Code Requirements.

C17-088
C o n d i t i o n a l
Award
of Tender for
Munson Firehall

[C17-088] MOVED BY REEVE HOOVER

that Starland County Council conditionally award the tender for the construction of the Munson Fire Hall to Lear Construction Management, Calgary, AB; the conditions being confirmation that the alternative products they propose to use meet the National Energy Code Requirements; the completion of the top floor of the office area, which was separately quoted; and subject to the total tendered price being no more than \$2,548,800.00.

MOTION CARRIED.

Departure of
BRZ Reps

At 3:00 p.m., the BRZ Partnership Architecture Inc. representatives departed from the meeting.

Committee
Reports

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

Council
Communications

Council Communications:

- i) Alberta Environment and Parks re: Michichi Creek Beaver Co-Existence and Interpretive Boardwalk Project
- ii) Alberta Association of Municipal Districts and Counties re:
 - Member Bulletin - Bill 8 - An Act to Strengthen Municipal Government Released
 - Contact Newsletter (1 issue)

C17-089
Motion to go
“in-camera”

[C17-089] MOVED BY COUNCILLOR SARGENT

that Council go “in-camera” to discuss personnel issues at 3:05 p.m.

CARRIED UNANIMOUSLY.

C17-090
Motion to resume
regular meeting

[C17-090] MOVED BY COUNCILLOR MARSHALL

that the regular meeting of Council be resumed at 3:25 p.m.

CARRIED UNANIMOUSLY.

C17-091
Approval of
Retirement
Benefits
Agreement

[C17-091] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County Council approve the *Retirement Benefits Agreement* submission received from Ross Rawlusyk which will provide for a cost sharing arrangement which would allow him to continue to stay on the Starland County Benefits Program until his 65th

birthday; and that this approval is subject to the terms and conditions noted within this Agreement;

CARRIED UNANIMOUSLY.

Accounts

Accounts - see prior motion.

| | | | |
|---------------------------------|-----------|-----------|------------------|
| PRMS | CK# 44649 | \$ | 16,560.00 |
| Sub-Total: | | \$ | 16,560.00 |
| LACOMBE TRAILER SALES & RENTALS | CK# 44650 | \$ | 28,350.00 |
| Sub-Total: | | \$ | 28,350.00 |
| ACCU-FLO METER SERVICE LTD. | CK# 44651 | \$ | 3,250.80 |
| ACKLANDS-GRAINGER INC. | CK# 44652 | | 491.96 |
| ADAMS INDUSTRIAL SUPPLIES INC. | CK# 44653 | | 1,449.10 |
| AIR LIQUIDE CANADA | CK# 44654 | | 374.33 |
| AAMDC | CK# 44655 | | 15,611.74 |
| ALBERTA ROADBUILDERS | CK# 44656 | | 126.00 |
| ALLIED DISTRIBUTORS DRUM LTD. | CK# 44657 | | 1,851.99 |
| ALTAGAS UTILITIES INC. | CK# 44658 | | 1,188.04 |
| ATCO ELECTRIC LTD. | CK# 44659 | | 38.85 |
| AVRAMENKO, ALLEN | CK# 44660 | | 268.85 |
| BORDER PAVING LTD. | CK# 44661 | | 1,380.96 |
| BURT, EDWIN L. | CK# 44662 | | 150.00 |
| CLEARTECH INDUSTRIES INC. | CK# 44663 | | 443.52 |
| EAST CENTRAL GAS CO-OP LTD. | CK# 44664 | | 244.71 |
| ECS SAFETY SERVICES LTD. | CK# 44665 | | 71.93 |
| ENDEAVOR | CK# 44666 | | 24,468.56 |
| ENMAX | CK# 44667 | | 12,234.00 |
| EXECUTRADE CONSULTANTS LTD. | CK# 44668 | | 8,749.65 |
| FLAMAN | CK# 44669 | | 258.70 |
| GLOVER INTERNATIONAL TRUCKS | CK# 44670 | | 203.25 |
| GRIFFITH, SHERRY | CK# 44671 | | 429.70 |
| HAMILTON, KEVIN | CK# 44672 | | 135.00 |
| HI-WAY 9 EXPRESS LTD. | CK# 44673 | | 294.28 |
| HOOVER, BARRIE | CK# 44674 | | 494.40 |
| KNEEHILL COUNTY | CK# 44675 | | 170.20 |
| KUHL TUF WEAR LTD. | CK# 44676 | | 75.00 |
| LAPP | CK# 44677 | | 28,065.29 |
| MARKES EXPEDITING | CK# 44678 | | 552.30 |
| MARSHALL, MURRAY | CK# 44679 | | 284.60 |
| MUNSON COMMUNITY ASSOCIATION | CK# 44680 | | 1,690.00 |
| OASIS CARWASH | CK# 44681 | | 119.49 |
| PETTY CASH | CK# 44682 | | 227.40 |
| PRINTER WORLD INTERNATIONAL | CK# 44683 | | 451.50 |
| PUROLATOR COURIER LTD. | CK# 44684 | | 58.81 |
| RAWLUSYK, ROSS | CK# 44685 | | 600.00 |
| RECEIVER GENERAL | CK# 44686 | | 51,653.21 |
| RED DEER COUNTY | CK# 44687 | | 5,225.11 |
| SARGENT, ROBERT | CK# 44688 | | 1,070.49 |
| SEED CHECK TECHNOLOGIES | CK# 44689 | | 444.15 |
| SHRED-IT INTERNATIONAL ULC | CK# 44690 | | 415.45 |
| SNAP-ON TOOLS | CK# 44691 | | 483.00 |
| STARLAND REGIONAL WATER | CK# 44692 | | 383.79 |
| TELUS COMMUNICATIONS INC. | CK# 44693 | | 250.70 |
| TELUS MOBILITY INC. | CK# 44694 | | 258.34 |
| TRINUS TECHNOLOGIES INC. | CK# 44695 | | 38.06 |
| VILLAGE OF DELIA | CK# 44696 | | 300.00 |
| VILLAGE OF MUNSON | CK# 44697 | | 4,100.00 |
| WANNSTROM, STEVE | CK# 44698 | | 256.25 |
| WARWICK PRINTING CO. LTD. | CK# 44699 | | 1,351.67 |
| WATER PURE & SIMPLE | CK# 44700 | | 110.50 |

| | | |
|------------------------------|-----------|----------|
| WEARPRO EQUIPMENT & SUPPLY | CK# 44701 | 706.48 |
| WESTERGARD MOTORS DRUMHELLER | CK# 44702 | 111.70 |
| WIL-CAN SAFETY LTD. | CK# 44703 | 960.75 |
| WOLF, TRACY | CK# 44704 | 1,230.00 |
| WURTH CANADA LIMITED | CK# 44705 | 493.60 |

Sub-Total: \$ 176,348.16

TOTAL: \$ 221,258.16

**C17-092
Adjournment**

[C17-092] MOVED BY COUNCILLOR SARGENT

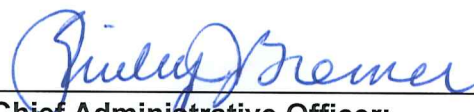
that the meeting be adjourned at 3:30 p.m.

CARRIED UNANIMOUSLY.

The next regular meeting of the Council of Starland County is to be held on Wednesday, May 31st, 2017 in the Starland County Administration Office, Morrin, Alberta, commencing at 9:00 a.m.



Reeve:
J. Barrie Hoover



Chief Administrative Officer:
Ross D. Rawlusyk