

# STARLAND COUNTY

## COUNCIL MEETING, FEBRUARY 14, 2018

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A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, February 14, 2018, commencing at 9:10 a.m.

Attendance Present: Reeve: Steve Wannstrom  
Deputy Reeve: Bob Sargent  
Councillors: Jackie Watts, John Rew and Murray Marshall  
Staff: CAO Shirley Bremer  
Financial Services Manager Judy Fazekas (Recording Secretary)

**C18-021**  
**Approval of Minutes**

**[C18-021] MOVED BY COUNCILLOR MARSHALL**

**that the minutes of the January 10, 2018 regular meeting of the Council of Starland County be approved as read.**

**CARRIED UNANIMOUSLY.**

Accounts Checked

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

**C18-022**  
**Accounts**

**[C18-022] MOVED BY COUNCILLOR WATTS**

**that accounts (cheque numbers 46169 to 46317) totalling \$1,215,722.70 be approved for payment.**

**CARRIED UNANIMOUSLY.**

Financial Statements

Chief Administrative Officer Shirley Bremer explained to Council that although monthly reconciliations of the bank statements are completed regularly, a final statement for December 2017 cannot be provided at this time as year-end adjusting entries to the general ledger are still required. Once the audit has been completed by the external auditors, the finalized financial statements will be provided to Council.

CAO Report

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

- Last fall, Alberta Transportation conducted a compliance audit regarding the National Safety Codes which we did not pass. We have now received correspondence outlining the necessary improvements which must be completed and implemented by March 7, 2018. Also, additional training is required for all County staff, as well as all County Fire Department volunteers, who operate County-owned vehicles. We are currently working on an Action Plan to ensure that we meet all the new requirements and pass the mandated audit scheduled for August 2018.
- A brief recap of the Strategic Planning Session, which was held February 6-7, 2018, was provided. Topics that were discussed included: Municipal Census Profile; Municipal Affairs Profile; Financial Indicator Comparisons; Overview of the Public Works, Agriculture Services and Administration departments; Road Maintenance; Water Rates and Water Development; Council Code of Conduct; Asset Management and Major Capital Planning; New MGA Planning Requirements; Other Council Issues and Priorities.
- 2018 AAMDC Spring Convention and Trade Show will take place March 19 – 21, 2018 at the Shaw Conference Centre in Edmonton, AB.
- The year-end external financial audit will be conducted April 3-5,

2018 by Endeavour Chartered Accountants.

- Starland County has received a legal opinion letter regarding the assessment and taxation of the Bitfury Data Processing facility located at the top of the north Drumheller hill.
- The Central Alberta Association of Municipal Districts and Counties (CAAMDC) Zone 2 Meeting was attended on February 2, 2018 in Balzac.
- Our Annual Safety Day is tentatively scheduled for Friday May 11, 2018 which is during North American Occupational Health and Safety Week (May 6 – 11, 2018). Speakers and lunch are being planned for this event.
- Staff and supervisors have provided some ideas for “Safety Excellence” recognition for our employees. This is in relation to the successful safety audit conducted last summer and the award of the *Certificate of Recognition* to the County.

Tax Sale 2018

Council was advised that the tax sale scheduled for 2:00 p.m. February 14, 2018, has been cancelled as the tax arrears were paid on February 13, 2018. The property in question was reassessed and the property value was reduced to \$9480.00.

Bylaw No. 1116  
Info for clarification  
purposes

CAO Bremer reviewed Bylaw 1116 with Council and explained how taxable income is calculated on Councillor allowances and remuneration.

PW Report

At 10:03 a.m., Al Pratt, Public Works Supervisor, attended the meeting and reviewed his Public Works Report with Council. Highlights of his report included the following:

- The PW crew has moved two trailers from Morrin School to Delia School, continued with brushing and tree cutting, did snow ploughing and sanding on county roads, installed temporary signage, and assisted with annual fire extinguisher service.
- Buck continues with the regular maintenance of the County’s light duty fleet and the annual CVIPs of the light duty vehicles.
- Gary, Kevin and Thomas have been doing regular maintenance of the County’s heavy-duty equipment and continue with the annual CVIPs for same.
- Gary has been working with Sharon to document and implement a maintenance program in preparation for the Alberta Transportation audit this upcoming summer.
- The grader men have been winging and ploughing snow, as well as reclaiming and mulching prior to the recent heavy snowfalls.
- PW Supervisor Pratt has been working on the five-year capital plan, checking roads, attended a road data seminar, and met with potential suppliers and contractors.

Grader Blade  
Quotes

PW Supervisor Pratt presented three quotes for grader blades which were then reviewed by Council. The lowest bid was from Titan in the amount of \$56.40 per blade.

Highway 849 & 576  
Maintenance

PW Supervisor Pratt advised Council that he was approached by Alberta Transportation to see if the County would be willing/interested in providing road maintenance on 32.19 km of gravelled surface on Secondary Highway 849 and 576. This would include grading, blading and general maintenance of the road between May and October. This is in relation to the uncertainty regarding Carillion Construction and could potentially provide revenues to the County of approximately \$64,000.00.

Barnbusters  
Canada Ltd.

Barnbusters Canada Ltd has contacted the County regarding acquiring the old railway cabins located on the old CN property in Morrin, which is now owned by Starland County. They would like to remove these cabins from their current location, and possibly restore and relocate them to the Linear Path.

**C18-023**  
**Barnbusters**  
**Canada Ltd.**

**[C18-023] MOVED BY DEPUTY REEVE SARGENT**

that Barnbusters Canada Ltd be permitted to remove the old railway cabins from County property by June 1, 2018, at their cost, and that the site be left in a clean condition.

**CARRIED UNANIMOUSLY.**

**C18-024**  
**Grader Blades**

**[C18-024] MOVED BY COUNCILLOR WATTS**

that grader blades be purchased from Titan at a cost of \$56.40 per blade.

**CARRIED UNANIMOUSLY.**

Gravel Survey

In the fall, Palliser conducted an aerial survey of our gravel inventories with the use of their new drone. However, it has since been determined that this survey was not completed accurately, and the survey will have to be redone by Stantec Consulting Ltd. as the gravel pits are now covered in snow. Council has requested that Administration advise Palliser of the deficiencies in their reporting so as to improve future surveys.

Departure

PW Supervisor Pratt departed the meeting at 10:50 a.m.

Revised Offer to Purchase

A revised offer to purchase Lot 10, Block 3, Plan 2232 BA in the Hamlet of Michichi was received from Suzan Ilsley in the amount of \$1,500.00.

**C18-025**  
**Revised Offer to Purchase**

**[C18-025] MOVED BY COUNCILLOR WATTS**

that the County accept the offer of \$1,500.00 plus GST for Lot 10, Block 3, Plan 2232 BA Michichi from Suzan Ilsley.

**MOTION CARRIED.**

FCM Annual Conference and Trade Show

The Federation of Canadian Municipalities Annual Conference and Trade Show will be held in Halifax, NS May 31 – June 3, 2018. The draft agenda was reviewed by Council. Study tours, companion tours, and receptions will need to be booked as soon as possible. Hotels have been booked from May 31 to June 4, 2018.

Departure

Councillor Rew left the meeting at 10:59 a.m.

Return

Councillor Rew returned to the meeting at 11:03 a.m.

Legal Opinion

Council reviewed a legal opinion letter from Brownlee LLP Barristers and Solicitors regarding the assessment and taxation of Data Processing Facilities. Starland County would like to assess the Bitfury Data Processing Facility as an improvement rather than as equipment. Currently there is no legal or regulatory framework for assessing these types of properties/businesses in Alberta.

AMA Grant Application

The Alberta Municipal Affairs 2017-18 Fire Services Training Program Grant Application has been approved and awarded to the County in the amount of \$20,900.00 to carry out training as outlined in the conditional grant agreement under Schedule A.

2017 Tax Year End Linear Property Assessment

The final 2017 Tax Year End Linear Property Assessment Balance was received from Alberta Municipal Affairs and reviewed with Council. The total linear assessment as of December 31, 2017 is \$364,765,110.00.

Freezing of AYMs for 2018

CAO Bremer reviewed with Council correspondence from the AAMDC regarding their concern over the decision made by the Province of Alberta to freeze the Assessment Year Modifiers for linear properties to 2016 rates for the 2018 taxation year. This will result in a significant loss of taxation revenues for rural municipalities.

Amateur Team Grant Request

An Amateur Team Grant application was received from the Delia Penguins Initiation Hockey Team. There are currently 18 registered team members. The grant funds each application at \$50.00 per participant to a maximum of \$2,000.00.

**C18-026**  
Amateur Team Grant

**[C18-026] MOVED BY COUNCILLOR MARSHALL**

that Starland County approve a 2018 Amateur Team Grant payment to the Delia Penguins Initiation Hockey Team in the amount of \$900.00.

**CARRIED UNANIMOUSLY.**

Amateur Team Grant Request

An Amateur Team Grant application was received from the Morrin Figure Skating Club. There are currently 29 registered and eligible club members. The grant funds each application at \$50.00 per participant to a maximum of \$2,000.00.

**C18-027**  
Amateur Team Grant

**[C18-027] MOVED BY COUNCILLOR WATTS**

that Starland County approve a 2018 Amateur Team Grant payment to the Morrin Figure Skating Club in the amount of \$1,450.00.

**CARRIED UNANIMOUSLY.**

Marigold Library System Presentation

At 1:15 p.m., Michelle Toombs, CEO of the Marigold Library System attended the meeting. Ms. Toombs provided Council with an overview of all the services that the Marigold Library System provides to the community. Currently there are three rural libraries serving Starland County residents which are located in the Villages of Morrin and Delia, and the Hamlet of Rumsey. The Marigold Library System is the third largest library system in Alberta after Edmonton and Calgary Library Systems. Ms. Toombs departed the meeting at 1:45 p.m.

**C18-028**  
Marigold Library System Levy

**[C18-028] MOVED BY COUNCILLOR WATTS**

that Starland County pay the Marigold Library System Levy based on the 2017 population figures in the amount of \$21,197.16.

**CARRIED UNANIMOUSLY.**

Proclamation Re Freedom to Read Week

Reeve Wannstrom provided Council with background history on why Starland County Council does not make official proclamations. Hence, Council did not make a formal proclamation re Freedom to Read Week.

Offer to Purchase

An Offer to Purchase two parcels of land was received from Murray Errett Tolton and Craig Richard Nill for a total price of \$299,250.00. Land descriptions are as follows:

**Parcel #1  
MERIDIAN 4 RANGE 16 TOWNSHIP 33  
SECTION 4  
LEGAL SUBDIVISIONS 10, 15 AND 16 IN THE NORTH EAST  
QUARTER  
CONTAINING 48.6 HECTARES (120 ACRES) MORE OR LESS  
EXCEPTING THEREOUT THE SOUTH EAST QUARTER OF LEGAL  
SUBDIVISION 16 CONTAINING 10 ACRES MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS.**

**Parcel #2  
MERIDIAN 4 RANGE 16 TOWNSHIP 33  
SECTION 4  
LEGAL SUBDIVISIONS 2 AND 7 IN THE SOUTH EAST QUARTER  
CONTAINING 32.4 HECTARES (80 ACRES) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS.**

**C18-029  
Offer to Purchase**

**[C18-029] MOVED BY COUNCILLOR MARSHALL**

that Starland County accept the offer to purchase the two afore-mentioned land parcels from Murray Errett Tolton and Craig Richard Nill in the amount of \$299,250.00.

**CARRIED UNANIMOUSLY.**

Solar Program  
Application

The County has received a request for an extension/roll over of last year's Solar Program Funding. The 2017 Starland County budget included \$10,000.00 in grant funding for solar power energy equipment improvements, but no applications were received in 2017.

**C18-030  
Solar Program  
Funding**

**[C18-030] MOVED BY COUNCILLOR REW**

that Starland County roll over 2017's \$10,000.00 surplus grant funding for solar power improvements to the 2018 budget.

**CARRIED UNANIMOUSLY.**

Tender Opening -  
Contract Grader  
Operator, Div 2

At 2:00 p.m., PW Supervisor Al Pratt and Assistant PW Supervisor, Colby Black attended the meeting. Two sealed tenders were received by the deadline. The first bid opened was received from Aldale Construction. The second bid opened was received from Allen Hendriks.

**C18-031  
Tender Award -  
Contract Grader  
Operator, Div 2**

**[C18-031] MOVED BY COUNCILLOR MARSHALL**

that Starland County accept the bid from Allen Hendriks for 12 months per year for a three-year term at a rate of \$120.00 per hour commencing on March 1, 2018 if available, and if not, on March 15, 2018.

**CARRIED UNANIMOUSLY.**

Departure

PW Supervisor Pratt and Assistant PW Supervisor Black departed the meeting at 2:35 p.m.

**C18-032  
Date Change for  
Council Meeting**

**[C18-032] MOVED BY COUNCILLOR REW**

that the regularly scheduled council meeting for Wednesday, March 14, 2018 be moved ahead to Tuesday, March 13, 2018 due to scheduling conflicts.

**CARRIED UNANIMOUSLY.**

Committee  
Reports

Each of the councillors in attendance briefly reported on the various committees to which they are appointed.

Council  
Communications

Council Communications:

- i) Drumheller RCMP re: Statistics for 2017 and January 2018
- ii) Prairie Land Regional Division #25
  - Board Highlights – December 19, 2107
- iii) Insight into Government – 4 issues
- iv) Alberta Association of Municipal Districts and Counties re:
  - Member bulletin: Register for the EOEP's Upcoming Courses
  - Contact Newsletter (3 issues)

Accounts - see prior motion.

AAMDC	CK# 46169	6,621.51
ALLIED DISTRIBUTORS	CK# 46170	131.90
HENRY KROEGER REGIONAL WATER	CK# 46171	199.75
KUHL TUF WEAR	CK# 46172	157.50
TELUS COMMUNICATIONS	CK# 46173	1,089.99
TOWN OF DRUMHELLER	CK# 46174	1,622.90

**Sub-Total: \$ 9,823.55**

ACTIVE GLASS	CK# 46175	381.73
AIR LIQUIDE CANADA HEAD OFFICE	CK# 46176	392.18
AAMDC	CK# 46177	1,646.69
ALLIED DISTRIBUTORS DRUM LTD.	CK# 46178	191.52
ATCO ELECTRIC LTD.	CK# 46179	36.59
BIG COUNTRY GAS CO-OP	CK# 46180	507.56
CAPITAL "I" INDUSTRIES	CK# 46181	414.23
DRUMHELLER CO-OP LTD.	CK# 46183	601.71
DRUMHELLER COMMUNITY LEARNING	CK# 46184	800.00
DRUMHELLER EQUIPMENT SALES	CK# 46185	208.23
EAST CENTRAL GAS CO-OP LTD.	CK# 46186	350.90
ENMAX	CK# 46187	6,753.28
LEAR CONSTRUCTION MANAGEMENT	CK# 46188	303,723.20
M&M ELECTRIC	CK# 46189	465.47
MPE ENGINEERING LTD.	CK# 46190	2,962.06
PRMS	CK# 46191	2,227.50
RAPTOR OVERHEAD DOORS LTD.	CK# 46192	3,392.00
SHRED-IT INTERNATIONAL ULC	CK# 46193	219.43
STARLAND REGIONAL WATER	CK# 46194	882.40

**Sub-Total: \$ 326,156.68**

A&D HARPER TIRE (1979) LTD.	CK# 46195	1,886.72
ACKLANDS-GRAINGER INC.	CK# 46196	574.89
ACTIVE GLASS	CK# 46197	340.99
ADAMS INDUSTRIAL SUPPLIES INC.	CK# 46198	265.60
ALLIED DISTRIBUTORS DRUM LTD.	CK# 46199	717.70
ALTAGAS UTILITIES INC.	CK# 46200	3,057.12
ALTALIS	CK# 46201	1,077.30
ARMAA	CK# 46202	400.00
ATB FINANCIAL MASTERCARD	CK# 46203	7,024.42
BURT, EDWIN L.	CK# 46204	150.00
DRUMHELLER CHRYSLER LTD.	CK# 46205	601.58
DRUMHELLER CO-OP LTD.	CK# 46206	102.83
EMMA ARMSTRONG MEMORIAL FUND	CK# 46207	50.00
EVOLUTION INSPECTIONS	CK# 46208	1,290.45
FREIGHTLINER OF RED DEER INC.	CK# 46209	486.83
GLOVER INTERNATIONAL TRUCKS LTD.	CK# 46210	5,399.97
HAMPTON, ALAN W.	CK# 46211	1,722.03
HANNA & DISTRICT MEDICAL CORP	CK# 46212	8,831.20
HI-WAY 9 EXPRESS LTD.	CK# 46213	275.36
INSIGN	CK# 46214	136.50
JUBILEE INSURANCE AGENCIES	CK# 46215	46.35
KELLO-BILT INDUSTRIES INC.	CK# 46216	3,236.00
KUDRAS, DARA	CK# 46217	1,345.00
LAPP	CK# 46218	26,955.52
LOOKER OFFICE EQUIPMENT	CK# 46219	2,425.50
M&M ELECTRIC	CK# 46220	546.85
MARSHALL, MURRAY	CK# 46221	285.48
NAPA AUTO PARTS DRUMHELLER	CK# 46222	46.50
PRINTER WORLD INTERNATIONAL	CK# 46223	1,251.60
RECEIVER GENERAL OF CANADA	CK# 46224	46,215.62
REW, JOHN	CK# 46225	284.56
ROCKY MOUNTAIN EQUIPMENT	CK# 46226	30,750.00
RUMSEY JUNIOR CURLING PROGRAM	CK# 46227	1,200.00



STANTEC CONSULTING LTD.	CK# 46291	678.42
SUN LIFE ASSURANCE COMPANY	CK# 46292	15,111.63
SUN LIFE ASSURANCE COMPANY	CK# 46293	155.93
SERENIC SOFTWARE	CK# 46294	50,747.13
TAQA NORTH	CK# 46295	21.00
TELUS COMMUNICATIONS INC.	CK# 46296	1,536.30
TELUS MOBILITY INC.	CK# 46297	1,279.20
THE CITY OF RED DEER	CK# 46298	7,145.00
TOWN OF DRUMHELLER	CK# 46299	1,222.52
TRAVEL DRUMHELLER	CK# 46300	5,292.00
TRINUS TECHNOLOGIES INC.	CK# 46301	4,574.80
TURRIS COMMUNICATIONS LTD.	CK# 46302	270.22
UFA CO-OPERATIVE LIMITED	CK# 46303	210.51
VILLAGE OF DELIA	CK# 46304	146.00
WANNSTROM, STEVE	CK# 46305	3,320.73
WATER PURE & SIMPLE	CK# 46306	207.00
WATTS, JACKIE	CK# 46307	3,665.75
WESTERGARD MOTORS DRUMHELLER	CK# 46308	403.89
WILD ROSE ASSESSMENT SERVICE	CK# 46309	9,135.00
1121113 ALBERTA LTD	CK# 46310	577.50
1325856 ALBERTA LTD.	CK# 46311	84.45

**Sub-Total: \$ 715,110.28**

CENTRAL REGION AAAF	CK# 46312	100.00
DIGITAL CONNECTION OFFICE	CK# 46313	1,352.98
OLMSTEAD & SONS BUILDING MOVERS	CK# 46314	937.09
STARLAND REGIONAL WATER	CK# 46315	8,641.93
SERENIC SOFTWARE	CK# 46316	735.00
VILLAGE OF MORRIN	CK# 46317	240.10

**Sub-Total: \$ 12,007.10**

**TOTAL: \$ 1,215,646.77**

**C18-033  
Adjournment**

**[C18-033] MOVED BY DEPUTY REEVE SARGENT**

that the meeting be adjourned at 3:00 p.m.

**CARRIED UNANIMOUSLY.**

*The next meeting of the Council of Starland County is to be held on Wednesday, February 28, 2018, in the Starland County Administration Office, Morrin, Alberta, commencing at 9:00 a.m.*

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Reeve:  
Steven Wannstrom

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Chief Administrative Officer:  
Shirley Bremer