

STARLAND COUNTY

COUNCIL MEETING, DECEMBER 12TH, 2018

A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, December 12th, 2018, commencing at 9:00 a.m.

Attendance Present: Deputy Reeve: Bob Sargent
Councillors: Murray Marshall, John Rew and Jackie Watts
Absent: Steve Wannstrom
Staff: CAO Shirley Bremer
Assistant CAO Matthew Kreke

C18-209
Approval of Minutes

[C18-209] MOVED BY COUNCILLOR MARSHALL

that the minutes of the November 28th, 2018 regular meeting of the Council of Starland County be approved.

CARRIED UNANIMOUSLY.

Accounts Checked Councillor Rew and Councillor Marshall checked accounts with Administrative Assistant Laya Montgomery.

C18-210
Accounts

[C18-210] MOVED BY COUNCILLOR WATTS

that accounts (cheque no. 47989 to 48093 inclusive) totalling \$834,364.02 be approved for payment.

CARRIED UNANIMOUSLY.

C18-211
Financial Statement

[C18-211] MOVED BY COUNCILLOR WATTS

that the financial statement for the month end of November, 2018 be approved as submitted.

CARRIED UNANIMOUSLY.

CAO Report

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

- The recent widening of the WCS-WTI discount to historic proportions has led the provincial government to institute a mandatory industry wide cutback of 8.7% of production. Additionally they will be purchasing 7,000 rail cars to ship crude. These efforts are expected to reduce the discount until more pipelines are built.
- RMA Insurance is moving ahead on contracting for building demolition for our old Administration building. Early indications are they want Starland County to enter a bid.
- Shirley attended the AEMA Stakeholder's summit in Edmonton on December 4th and 5th. The conference was well attended and the major theme was what can be gained from getting to know and planning with your neighbours.
- Endeavor Accounting was in the office this week for the annual preliminary audit. Early indications are that this year will be a more challenging audit than usual due to the building fire.

C18-212
Accounts

[C18-212] MOVED BY COUNCILLOR WATTS

that the regular meeting of the Council of Starland County scheduled for Wednesday January 23rd, 2019 be moved to Wednesday, January 30th, 2019.

CARRIED UNANIMOUSLY.

RMA Resolution List	Council was given a copy of the Fall 2018 endorsed resolutions list. This year all resolutions were accepted.
2019 Tax Sale	Starland County will be cancelling the 2019 Tax Sale as all outstanding taxes on these properties have been paid.
CRMA	The Central Rural Municipalities of Alberta 2019 February zone meeting will be held in Stettler County on Friday February 1 st , 2019. Resolutions must be submitted by January 8 th .
City Charters Framework	The Government of Alberta will be introducing the City Charters Fiscal Framework Act which will formalize a new capital infrastructure funding agreement with the cities of Edmonton and Calgary to replace MSI. The agreement will take effect in 2022 and a similar agreement between the Government and the rest of Alberta Municipalities will be negotiated over the coming year.
PW Report	<p>At 10:00 a.m. Public Works Supervisor Ken Menage attended the meeting and reviewed the Public Works Report with Council. Highlights of his report included the following:</p> <ul style="list-style-type: none">• The PW Crew have been moving equipment, repairing rollers on the North Gate, installing signs and helping with inventory.• The Shop crew have been doing regular maintenance on the County's heavy/light duty equipment and working on Unit 302 the Generator which will not produce power.• Gradersmen have been maintaining gravel roads and plowing snow ridges.• Ken has been coordinating work on the new building site, working with other County groups, preparing bridge inspections and helping out with the water line repair near the Drumheller Airport.
Departure	At 10:55 a.m. Ken departed from the meeting.
Municipal Services Report	<p>At 11.10 a.m. Municipal Services Manager Glen Riep attended the meeting and reviewed his Municipal Services Report with Council. Highlights of his report included the following:</p> <ul style="list-style-type: none">• Starland had a major line failure on the Starland Regional water line feeding out of Drumheller and directly into Munson. The incident occurred while Glen was on vacation however Danielle was able to assist and coordinate the repairs.• East Side Ventures has pulled the backup emergency pump at Craigmyle and determined there to be more extensive damage than originally diagnosed. It has now been determined that the best option is complete replacement. The new unit should arrive in the next 10 days.• Glen is coordinating the installation of internet services into all the fire halls. The service will allow for training and more with the dispatch services and the run sheets that were typically faxed out now being done electronically.• ATCO Electric has donated a small portable building that they no longer have any use for. The building is to be transported to and located at the Starland Recreation Area and is to be used for storage of irrigation supplies and minor tools.
Morning Glory Water Association	Assistant CAO Kreke gave an update on the agreement between the Morning Glory Water Association and Starland County for the provision of water. The agreement is drafted and will be sent to the Association for ratification and signatures.

Departure

At 12:00 p.m. Glen departed from the meeting.

C18-213
**Motor Vehicle
Claim**

[C18-213] MOVED BY COUNCILLOR MARSHALL

that Starland County cancel invoice #17266 for J. Cooper of Carbon, Alberta in the sum of \$212.24 including penalties.

CARRIED UNANIMOUSLY.

Policy
Amendments

CAO Bremer reviewed with Council a number of amendments required to be made to Policy 130-3, Extension of Benefits Past Retirement, Policy 310-1, Inventory Control and Policy 120-5, Substance Abuse Prevention. Policy 130-3 required updates to make it compliant with Sunlife Policies. Policy 310-1 required updates to positions involved with inventory and the items to be covered under the policy. Policy 120-5 required substantial updates to include forms and processes for notification of legal drug use on the job and Employee and Employer responsibilities.

C18-214
**Policy 130-3
Amendment**

[C18-214] MOVED BY COUNCILLOR MARSHALL

that Policy 130-3 be amended as submitted by Administration.

CARRIED UNANIMOUSLY.

C18-215
**Policy 310-1
Amendment**

[C18-215] MOVED BY COUNCILLOR WATTS

that Policy 310-1 be amended as submitted by Administration.

CARRIED UNANIMOUSLY.

C18-216
**Policy 120-5
Amendment**

[C18-216] MOVED BY COUNCILLOR WATTS

that Policy 120-5 be amended as submitted by Administration.

CARRIED UNANIMOUSLY.

Alberta Party
Delegation

At 1:30 p.m. Mark Nikota, the Alberta Party Nominee for the Drumheller-Stettler riding attended the meeting and presented on the policy and proposals of the Alberta Party in the upcoming Provincial election.

Departure

At 2:10 p.m. Mark departed from the meeting.

Personnel Policy
Amendment

CAO Bremer reviewed with Council a number of amendments to be made to the Personnel Policy. The areas to be amended include a progressive discipline section, on-call pay, hours of work, clarity on sick and special leave, unpaid leave and changes in organizational structure and job descriptions.

C18-217
**Personnel Policy
Amendment**

[C18-217] MOVED BY COUNCILLOR REW

that the Starland County Personnel Policy be amended as submitted by Administration.

CARRIED UNANIMOUSLY.

FCM Annual
Conference

The Federation of Canadian Municipalities will be hosting their annual conference in Quebec City from May 30th to June 2nd, 2019. Bookings for the event will have to be made soon as they fill up quickly.

C18-218
**FCM Conference
Attendance**

[C18-218] MOVED BY COUNCILLOR REW

that the Council Members and staff designated to attend the 2019 FCM Conference in Quebec City from May 30th to June 2nd, 2019 be authorized and that registration and expenses be paid.

CARRIED UNANIMOUSLY.

Long Term Service Awards Council was given a copy of the 2018 long term service awards. The awards are given out in accordance with Policies 110-14 and 130-14.

CAO Evaluation As per Section 205.1 of the Municipal Government Act Council is required to perform a CAO Performance Evaluation annually. CAO Bremer presented Council with a copy of the evaluation form used by Starland County employees.

**C18-219
Meeting
Cancellation**

[C18-219] MOVED BY COUNCILLOR MARSHALL

that the regular meeting of the Council of Starland County scheduled for December 26th, 2018 be cancelled.

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) East Central Alberta Heritage Society re: December 2018 Newsletter
- ii) PLRD re: Board Highlights from November 27th, 2018.
- ii) Insight into Government (2 Issues)
- iii) Rural Municipalities of Alberta
 - Contact Newsletter (2 Issues)

Accounts Accounts - see prior motion.

RMA TRADE CK# 47989 12,135.20

Sub-Total: \$ 12,135.20

TELUS COMMUNICATIONS INC. CK# 47990 565.58

Sub-Total: \$ 565.58

WASTE MANAGEMENT OF CANADA CK# 47991 109,421.79

Sub-Total: \$ 109,421.79

ASPEN FORD SALES LTD. CK# 47992 55,388.55

CREDENTIAL SECURITIES CK# 47993 40,862.49

TELUS COMMUNICATIONS INC. CK# 47994 205.17

TELUS MOBILITY INC. CK# 47995 208.25

Sub-Total: \$ 96,664.46

RMA TRADE CK# 47996 25,773.32

Sub-Total: \$ 25,773.32

A.H. GRADER SERVICE LTD. CK# 47997 11,539.50

A.P.I. ALARM INC. CK# 47998 220.50

A&D HARPER TIRE (1979) LTD. CK# 47999 1,156.09

ACTIVE GLASS CK# 48000 651.38

ADAMS INDUSTRIAL SUPPLIES INC. CK# 48001 913.48

AIR LIQUIDE CANADA HEAD OFFICE CK# 48002 526.54

ALBERTA GOVERNMENT SERVICES CK# 48003 10.00

ALBERTA ONE-CALL CORPORATION CK# 48004 69.30

ALLIED DISTRIBUTORS DRUM LTD. CK# 48005 1,592.09

ARCTEC ALLOYS LIMITED CK# 48006 165.56

ATB FINANCIAL MASTERCARD CK# 48007 3,791.72

ATCO STRUCTURES & LOGISTICS LTD.	CK# 48008	9,870.00
BIG COUNTRY GAS CO-OP	CK# 48009	556.95
BREMER, SHIRLEY J.	CK# 48010	906.94
BROWNLIE LLP	CK# 48011	5,906.80
CANADA REVENUE AGENCY	CK# 48012	150.00
CHRIST THE REDEEMER C.S.R.D #3	CK# 48013	4,018.48
CINTAS CANADA LIMITED	CK# 48014	926.32
COUNTRY COOKERS	CK# 48015	928.20
CRAIGMYLE CIVIC CENTRE SOCIETY	CK# 48016	1,819.87
CRAIGMYLE HISTORIC SOCIETY	CK# 48017	1,354.96
DELIA & DISTRICT COMMUNITY ASSOC	CK# 48018	5,620.78
DELIA & DISTRICT AG SOCIETY	CK# 48019	39,873.23
DELIA & DISTRICT SENIOR CITIZENS	CK# 48020	2,718.50
DELIA CURLING CLUB	CK# 48021	8,015.02
DELIA HISTORICAL SOCIETY	CK# 48022	4,185.07
DELIA MUNICIPAL LIBRARY BOARD	CK# 48023	580.00
DIGITEX CANADA INC.	CK# 48024	415.64
DOKTORCHIK, HENRY	CK# 48025	3,750.00
DRUMHELLER SOLID WASTE	CK# 48026	432.73
DRUMHELLER CHRYSLER LTD.	CK# 48027	700.02
DRUMHELLER EQUIPMENT SALES	CK# 48028	1,574.90
EMBER RESOURCES INC.	CK# 48029	5,391.14
FALCAN INDUSTRIES LTD.	CK# 48030	460.95
GREATWEST KENWORTH LTD.	CK# 48031	191,156.96
HENRY KROEGER REGIONAL WATER	CK# 48032	6,347.92
HI-WAY 9 EXPRESS LTD.	CK# 48033	315.37
KELLO-BILT INDUSTRIES INC.	CK# 48034	522.90
KREKE, MATTHEW	CK# 48035	1,429.53
KUHL TUF WEAR LTD.	CK# 48036	806.51
LAPP	CK# 48037	23,987.22
LOOKER OFFICE EQUIPMENT	CK# 48038	706.65
LOOMIS EXPRESS	CK# 48039	225.72
MARSHALL, MURRAY	CK# 48040	299.68
MORRIN AND DISTRICT AG SOCIETY	CK# 48041	28,875.63
MORRIN COMMUNITY HALL ASSOC	CK# 48042	4,112.67
MORRIN FIRE DEPARTMENT	CK# 48043	500.00
MORRIN FOODS	CK# 48044	290.46
MORRIN MUNICIPAL LIBRARY	CK# 48045	807.15
MORRISON, LILLIAN	CK# 48046	1,691.24
MPE ENGINEERING LTD.	CK# 48047	11,837.19
MUNSON AND AREA COMM ASSOC	CK# 48048	2,315.36
OASIS CARWASH & CONVENIENCE	CK# 48049	50.57
PETERSON AUTO BODY LTD.	CK# 48050	1,890.40
PETTY CASH	CK# 48051	149.62
PRINTER WORLD INTERNATIONAL	CK# 48052	262.50
QUADROCK TRUCKING & EXCAVATING	CK# 48053	94.50
RECEIVER GENERAL OF CANADA	CK# 48054	57,363.47
REW, JOHN	CK# 48055	298.71
RIEP, GLEN	CK# 48056	953.00
RMA FUEL	CK# 48057	27,535.27
ROADATA SERVICES LTD.	CK# 48058	283.50
ROWE, DIANA	CK# 48059	1,086.15
ROWLEY COMMUNITY HALL ASSOC	CK# 48060	5,771.48
RUMSEY AND DISTRICT AG SOCIETY	CK# 48061	21,821.18
RUMSEY DROP-IN CENTRE	CK# 48062	1,505.26
1858097 ALBERTA LTD.	CK# 48063	177.19
SARGENT, ROBERT	CK# 48064	129.55
SEED CHECK TECHNOLOGIES INC.	CK# 48065	517.65
STANTEC CONSULTING LTD.	CK# 48066	2,580.90
STRONGCO LIMITED PARTNERSHIP	CK# 48067	1,906.38
SUN LIFE ASSURANCE COMPANY	CK# 48068	19,314.50
SUN LIFE ASSURANCE COMPANY	CK# 48069	155.93
TAQA NORTH	CK# 48070	126.00
TELUS COMMUNICATIONS INC.	CK# 48071	610.36
TELUS MOBILITY INC.	CK# 48072	1,338.95

THE DRUMHELLER MAIL	CK# 48073	5,723.04
THE PHONE EXPERTS	CK# 48074	827.93
TKNT MECHANICAL LTD.	CK# 48075	294.00
TREMBLAY, DANIELLE	CK# 48076	953.00
TRINUS TECHNOLOGIES INC.	CK# 48077	7,984.58
TURRIS COMMUNICATIONS LTD.	CK# 48078	270.22
UNIFIED ALLOYS	CK# 48079	58.15
UNITED RENTALS OF CANADA INC.	CK# 48080	682.50
VERDANT VALLEY AG SOCIETY	CK# 48081	3,623.84
VIKING CIVES LTD.	CK# 48082	3,083.82
VILLAGE OF MORRIN	CK# 48083	250.10
WANNSTROM, STEVE	CK# 48084	5,277.04
WASTE MANAGEMENT OF CANADA	CK# 48085	445.20
WATER PURE & SIMPLE	CK# 48086	54.00
WATTS, JACKIE	CK# 48087	5,835.43
WESTERGARD MOTORS DRUMHELLER	CK# 48088	163.36
WESTERN CHEVROLET BUICK GMC	CK# 48089	280.58
WESTVIEW CO-OPERATIVE ASSN LTD.	CK# 48090	120.70
WFR WHOLESALE FIRE & RESCUE LTD.	CK# 48091	1,595.29
WILD ROSE ASSESSMENT SERVICE	CK# 48092	9,135.00
1325856 ALBERTA LTD.	CK# 48093	202.05

Sub-Total: \$ 589,803.67

TOTAL: \$ 834,364.02

**C18-220
Adjournment**

[C18-220] MOVED BY COUNCILLOR REW

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

CARRIED UNANIMOUSLY.

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

**Reeve:
Steven Wannstrom**

**Chief Administrative Officer:
Shirley Bremer**