

STARLAND COUNTY

COUNCIL MEETING, FEBRAURY 10th, 2021

A regular meeting of the Council of Starland County was held at the Starland County Administration Office in Morrin, Alberta on Wednesday, February 10th, 2021, commencing at 9:05 a.m.

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| Attendance | Present: | Reeve: | Steve Wannstrom |
| | | Councillors: | Murray Marshall and Jackie Watts |
| | | Staff: | CAO Shirley Bremer Assistant CAO Matthew Kreke |
| <u>C21-025</u> Agenda Approval | | <u>[C21-025] MOVED BY COUNCILLOR MARSHALL</u> | |
| | | that the agenda for the February 10 th , 2021 meeting of the Council of Starland County be approved as amended. | |
| | | | CARRIED UNANIMOUSLY. |
| <u>C21-026</u> Approval of Minutes | | <u>[C21-026] MOVED BY COUNCILLOR WATTS</u> | |
| | | that the minutes of the January 27 th , 2021 regular meeting of the Council of Starland County be approved. | |
| | | | CARRIED UNANIMOUSLY. |
| Arrival | | At 9:08 a.m. Councillor Rew attended the meeting. | |
| Accounts | | Councillor Marshall and Councillor Watts checked accounts with Administrative Assistant Laya Montgomery | |
| <u>C21-027</u> Accounts | | <u>[C21-027] MOVED BY COUNCILLOR WATTS</u> | |
| | | that accounts (cheque no. 51773 to 51858 inclusive) totalling \$615,849.71 be approved for payment. | |
| | | | CARRIED UNANIMOUSLY. |
| CAO Report | | Chief Administrative Officer Shirley Bremer reviewed the CAO Report with Council. Highlights of the report included the following: | |
| | | <ul style="list-style-type: none">• An update was received regarding the Police Funding Model invoices. These invoices are being prepared from the Alberta Justice and Solicitor General Office and taking a bit longer than anticipated to prepare and review for accuracy. Invoices will be sent out in the coming weeks.• Shirley submitted feedback on Directive 067: Eligibility for Acquiring and Holding Energy Licenses and Approvals, to the Alberta Energy Regulator. Municipalities need some form of control and recourse against Oil and Gas Companies that choose not to pay their taxes. Taking unpaid taxes into account when determining who can hold an energy license would give this to municipalities.• All Councillors are now registered with the RMA for the 2021 Virtual Spring Conference which will be held in early March. | |
| Bylaw 1161 – Regional Assessment Review Board | | Assistant CAO Kreke reviewed with Council his research into joining the Central Alberta Regional Assessment Review Board run through the City of Red Deer. Due to difficulties including cost and finding enough qualified individuals to sit on an individual ARB or CARB for just Starland County the CARARB would provide all services related to running an assessment | |

review board for Starland County for a yearly fee of \$2,000.00 plus expenses for board members and a board secretary which are charged at cost, by the hour, for each instance whereby Starland County needs to convene an ARB or CARB. A template contract and bylaw was included in the materials reviewed and Council will be reviewing these documents individually with comments submitted to Assistant CAO Kreke.

C21-028
Bylaw 1161-
Motion to
Establish

[C21-028] MOVED BY COUNCILLOR WATTS

that Bylaw 1161, for purpose of establishing a joint assessment review board that will enable Starland County to provide a mechanism for citizens to appeal their property assessment and tax notices, be established.

CARRIED UNANIMOUSLY.

C21-029
Bylaw 1161-
1st Reading

[C21-029] MOVED BY COUNCILLOR REW

that Bylaw 1161, for purpose of establishing a joint assessment review board that will enable Starland County to provide a mechanism for citizens to appeal their property assessment and tax notices, be given first reading.

CARRIED UNANIMOUSLY.

C21-030
Bylaw 1161-
2nd Reading

[C21-030] MOVED BY COUNCILLOR MARSHALL

that Bylaw 1161, for purpose of establishing a joint assessment review board that will enable Starland County to provide a mechanism for citizens to appeal their property assessment and tax notices, be given second reading.

CARRIED UNANIMOUSLY.

C21-031
Bylaw 1161-
Motion to Have
3rd Reading

[C21-031] MOVED BY REEVE WANNSTROM

that Bylaw 1161, for purpose of establishing a joint assessment review board that will enable Starland County to provide a mechanism for citizens to appeal their property assessment and tax notices, be presented for third reading at this meeting.

CARRIED UNANIMOUSLY.

C21-032
Bylaw 1161-
3rd and Final
Reading

[C21-032] MOVED BY COUNCILLOR WATTS

that Bylaw 1161, for purpose of establishing a joint assessment review board that will enable Starland County to provide a mechanism for citizens to appeal their property assessment and tax notices, be given third reading and finally passed.

CARRIED UNANIMOUSLY.

C21-033
Joint ARB
Agreement

[C21-033] MOVED BY COUNCILLOR REW

that Starland County enter into an agreement with the City of Red Deer for the establishment of a Joint Assessment Review Board whereby the City of Red Deer is the Coordinator for property assessment complaints for the residents of the Partner Municipalities.

CARRIED UNANIMOUSLY.

Contract Grader

The three-year contract signed between Starland County and AH Grader Services of Drumheller expires on March 14th, 2021. Discussions have indicated that the contract could be renewed on the same terms as the original contract and Administration has drafted a new contract for three

years with an option to extend for an additional two. Services required and prices are on the same terms as the previous contract.

**C21-034
Grader Services
Contract**

[C21-034] MOVED BY COUNCILLOR REW

that Starland County enter into an agreement with AH Grader Services of Drumheller for the provision of Grader Services for Division 2 on a contract basis beginning March 15th, 2021 and continuing to March 14th, 2024 with an option to extend until March 14th, 2026.

CARRIED UNANIMOUSLY.

Flax Straw
Burning
and Regulations

At 9:35 Municipal Services Manager Riep and Agricultural Fieldman Alan Hampton attended the meeting to discuss proposed new practices to deal with the issue of flax straw burning in Starland County. They presented a draft of Flax Straw Fire Burn Operations and Procedures. These procedures would be in place during the fire permitting season and would be a requirement to get a burn permit for flax straw during the burn season. The procedures would be considered best practice and would form the basis of an educational campaign during the winter months.

Arrival

At 9:42 a.m. Deputy Reeve Sargent attended the meeting.

**C21-035
Flax Straw Fire
Burn Schedule
“A”**

[C21-035] MOVED BY COUNCILLOR MARSHALL

that Starland County adopt Schedule “A”, a schedule to outline flax straw fire burn operations and procedures, for fire permits issued by Starland County during the fire season between March 1st and October 31st, with a recommendation for highway signage for burns near secondary and primary highways.

CARRIED UNANIMOUSLY.

Departure

At 10:10 a.m. Alan departed from the meeting.

Online Campsite
Reservations

Municipal Services Manager Riep presented Council with an updated summary of the costs and procedures required to implement online campsite reservations through campsitereservations.ca. The total extra costs anticipated would result in an increase of site fees of \$5 to \$10 per night.

**C21-036
McLaren Dam
Online
Reservations**

[C21-036] MOVED BY COUNCILLOR REW

that Starland County contract with campsitereservations.ca for the provision of an online campsite reservation system for the McLaren Dam Campsite, with online reservations being restricted to serviced sites.

CARRIED UNANIMOUSLY.

**C21-037
Campsite Rates**

[C21-037] MOVED BY COUNCILLOR WATTS

that Starland County increase the daily rates for camping in Starland County campsites to \$25/day for non-serviced sites, and \$35/day for serviced sites.

CARRIED UNANIMOUSLY.

Tolman
Campground
Lease

Alberta Environment and Parks has offered to enter into a land disposition agreement with Starland County for the operation and maintenance of the Tolman East Campground and Tolman West Campground sites. The agreement allows Starland County to operate the Tolman Campground, which is situated on both sides of the Red Deer River, for 10 year with an option to extend for an additional 10 years, for a nil disposition fee.

C21-038

**Tolman
Campground
Lease**

[C21-038] MOVED BY COUNCILLOR WATTS

that Starland County enter into a 10 year disposition agreement, with an option to extend for an additional 10 years, with Alberta Environment and Parks for the operation and maintenance of the Tolman East and West Campgrounds, located on 14-33-22-W4, for a cost of \$0, contingent on approval from Kneehill County for the operation of the portion lying within their borders.

CARRIED UNANIMOUSLY.

Delia Assistance

Due to a resignation at the Village of Delia Municipal Services Manager Glen Riep has been requested to assist with the operation of the Village of Delia water services. Glen has responded that Starland County will assist in the short term but would require a contract for any kind of longer-term assistance. Council has proposed offering the same terms to the Village of Delia as was given to the Village of Morrin in 2020 though with a different rate.

C21-039

**Delia Water
Assistance
Agreement**

[C21-039] MOVED BY COUNCILLOR MARSHALL

that Starland County enter into an agreement with the Village of Delia to provide Water Treatment Compliance services for up to two months beginning February 10th, 2021 for a fee of \$1,000.00 per month.

CARRIED UNANIMOUSLY.

Departure

At 11:40 a.m. Glen departed from the meeting.

Gravel Truck
Purchase Options

CAO Bremer reviewed with Council the results of the discussion Public Works has had with suppliers for the procurement of gravel trucks for the upcoming gravelling season. Following discussions around the lease, buy new, and buy used it has been determined that Public Works will pursue the purchase of used trucks and trailers as they are the most economic for Starland County's purposes. No decisions have been made thus far and more information will be coming.

Oilfield
Assessment Audit
Services

Wild Rose Assessment Services has submitted a proposal for assessment audit services of the annual provincial machinery and equipment assessment numbers. This service would be added to the revised original assessment contract, and would bring Starland County's annual assessment service contract fee to \$90,000.00 annually for the next five years. This service is meant to ensure the completeness of the province's assessment numbers.

C21-040

**Assessment
Services Contract**

[C21-040] MOVED BY DEPUTY REEVE SARGENT

that Starland County enter into a 5-year agreement with Wildrose Assessment Services for the provision of assessment services for \$90,000.00 per year.

CARRIED UNANIMOUSLY.

Hazardous Waste
Roundup

The Drumheller and District Solid Waste Management Association has been notified by DBS Environmental, the transporter/processor for the annual Hazardous Waste Roundup program offered yearly by the DDSWMA, that the provincial government is going to discontinue funding the program this year and that all Hazardous Waste Roundups should be done before April 30th, 2021 to ensure that the operation will be funded.

Coal Development
Policy

The Town of High River has requested that Starland County send a letter of support to the Government of Alberta for the immediate Exploration Stop Work Order as well as the reinstatement of the 1976 Coal Policy in order to protect the downstream drinking water of farmers living near the Eastern Slopes. Following the concerns raised in this area the Provincial

Government has already taken the step to reinstate the policy and engage in a fresh round of consultation in order to come up with a new framework.

CRMA Update Council received a communication from Central Rural Municipalities of Alberta Zone 2 Director Amber Link. The document solicits Council feedback on issues facing the member municipalities and provides an update on the methods of communication to be used by the RMA going forward.

McLaren Dam Playground Councillor Rew would like a letter of support from Council for Lisa Allen, a Certified Fundraising Executive, in her application to the CO-OP Community Investment Fund in order to get funding for upgrades to the McLaren Dam campground. The upgrades would include a new playground, new sand, a floating dock, and aeration to improve fish stocks in the lake. The estimated budget would be \$150,000.00 and requires Starland County to provide Lisa with additional information besides the letter which would be required for the application.

C21-041
Letter of Support

[C21-041] MOVED BY DEPUTY REEVE SARGENT

that Starland County send a letter of support to the CO-OP Community Investment Fund for the grant application submitted by Lisa Allen for upgrades to the McLaren Dam campground.

CARRIED UNANIMOUSLY.

RMA Energy Program Assistant CAO Kreke reviewed with Council options for purchasing energy following the expiry of Starland County's 5-year agreement with Enmax Energy. Graham Tite of the RMA's energy program has submitted his own pricing estimates for Starland county switching to the RMA program. Council requested that administration compare this rate with an updated rate from Enmax and bring the issue back.

Council Committees All councillors present reported briefly on the committees to which they are appointed.

Council Communications Council Communications:

- i) Telus re: Request for Letter of Support for Universal Broadband Funding Application
- ii) Letter to Hon. Ric McIver, Minister of Municipal Affairs re: Uncollectable Property Taxes in Starland County
- iii) Cypress County Letter to the Premier re: Reopening the Economy
- iv) M.D. of Bonnyville re: Need for a Stronger Western Canadian Municipal Advocate
- v) MacKenzie County Letter to the Premier re: Reopening Recreational and Business Services
- v) Rural Municipalities of Alberta
 - Contact Newsletter (2 Issues)

C21-042
Motion to Proceed Closed Session

[C21-042] MOVED BY COUNCILLOR REW

that under the exemption granted by Section 17, Division 4 of the Freedom of Information and Protection of Personal Privacy Act Reeve Wannstrom, Deputy Reeve Sargent and Councillors Watts, Rew and Marshall along with staff Bremer and Kreke proceed with the meeting in Closed Session at 1:50 p.m.

CARRIED UNANIMOUSLY.

Departure At 2:15 p.m. Assistant CAO Kreke departed from the meeting.

C21-043
Motion to Proceed Out of

[C21-043] MOVED BY COUNCILLOR REW

that the meeting proceed out of Closed Session at 2:35 p.m.

Closed Session

CARRIED UNANIMOUSLY.

Accounts

Accounts - see prior motion.

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| A.H. GRADER SERVICE LTD. | CK# 51723 | 4,116.00 |
| AAAF CENTRAL REGION | CK# 51724 | 100.00 |
| ACKLANDS-GRAINER INC. | CK# 51725 | 576.83 |
| ACTION PLUMBING | CK# 51726 | 1,319.85 |
| ADAMS INDUSTRIAL SUPPLIES INC. | CK# 51727 | 81.27 |
| AIR LIQUIDE CANADA INC. | CK# 51728 | 431.29 |
| ALBERTA GOVERNMENT SERVICES | CK# 51729 | 10.00 |
| ALBERTA ONE-CALL CORPORATION | CK# 51730 | 15.75 |
| ALTAGAS UTILITIES INC. | CK# 51731 | 6,178.46 |
| AUTO VALUE PARTS – DRUMHELLER | CK# 51732 | 178.35 |
| BIG COUNTRY GAS CO-OP | CK# 51733 | 642.36 |
| BROWNLEE LLP BARRISTERS | CK# 51734 | 6,201.25 |
| CHAMPION COMMERCIAL PRODUCTS | CK# 51735 | 1,721.17 |
| DIGITEX CANADA INC. | CK# 51736 | 60.27 |
| DIRECT CONTROLS | CK# 51737 | 1,384.43 |
| DRUMHELLER SOLID WASTE | CK# 51738 | 121.57 |
| DRUMHELLER CHRYSLER | CK# 51739 | 74.97 |
| EAST CENTRAL GAS CO-OP LTD. | CK# 51740 | 428.14 |
| GOODINSON, NANNETTE | CK# 51741 | 259.44 |
| HENRY KROEGER REGIONAL WATER | CK# 51742 | 6,440.44 |
| HI-WAY 9 EXPRESS LTD. | CK# 51743 | 373.25 |
| HOTSY WATER BLAST | CK# 51744 | 58.64 |
| KUHL TUF WEAR LTD. | CK# 51745 | 92.39 |
| LN LAND DEVELOPMENT TECH | CK# 51746 | 7,696.50 |
| MARSHALL, MURRAY | CK# 51747 | 5,330.68 |
| MPE ENGINEERING LTD. | CK# 51748 | 382.20 |
| NSC MINERALS | CK# 51749 | 4,938.32 |
| OLD MACDONALD KENNELS | CK# 51750 | 1,241.10 |
| PRONGHORN CONTROLS | CK# 51751 | 717.30 |
| PUROLATOR INC. | CK# 51752 | 81.18 |
| RECEIVER GENERAL OF CANADA | CK# 51753 | 3,991.48 |
| RMA FUEL | CK# 51754 | 1,642.97 |
| ROADATA SERVICES LTD. | CK# 51755 | 100.81 |
| SAGE ANALYTICS INC. | CK# 51756 | 1,155.00 |
| SANITEC | CK# 51757 | 351.32 |
| SUN LIFE ASSURANCE COMPANY | CK# 51758 | 17,769.31 |
| SUN LIFE ASSURANCE COMPANY | CK# 51759 | 146.48 |
| TAQA NORTH | CK# 51760 | 21.00 |
| TELUS | CK# 51761 | 1,218.20 |
| TELUS MOBILITY INC. | CK# 51762 | 1,191.28 |
| THE BETTER BUTCHER LTD. | CK# 51763 | 862.00 |
| TOWN OF DRUMHELLER | CK# 51764 | 1,554.68 |
| TRANS-CARE RESCUE LTD. | CK# 51765 | 831.58 |
| UNIFIED ALLOYS | CK# 51766 | 252.40 |
| VILLAGE OF MORRIN | CK# 51767 | 250.10 |
| WANNSTROM, STEVE | CK# 51768 | 3,170.11 |
| WATTS, JACKIE | CK# 51769 | 1,285.89 |
| WESTVIEW CO-OPERATIVE ASSN LTD. | CK# 51770 | 463.19 |
| WOLSELEY WATERWORKS | CK# 51771 | 1,130.88 |
| WSH LABS (1992) LTD. | CK# 51772 | 2,131.50 |
| XYLEM CANADA COMPANY | CK# 51773 | 1,205.40 |

Sub-Total: \$ 91,978.98

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| A.H. GRADER SERVICE LTD. | CK# 51774 | 8,232.00 |
| A.P.I. ALARM INC. | CK# 51775 | 220.50 |
| ADAMS INDUSTRIAL SUPPLIES INC. | CK# 51776 | 94.04 |
| ALBERTA FARM ANIMAL CARE | CK# 51777 | 525.00 |
| AUTO VALUE PARTS – DRUMHELLER | CK# 51778 | 82.49 |
| CINTAS CANADA LIMITED | CK# 51779 | 82.95 |

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| CLEARTECH INDUSTRIES INC. | CK# 51780 | 760.20 |
| DELIA SCHOOL ENHANCEMENT | CK# 51781 | 50,000.00 |
| DIGITEX CANADA INC. | CK# 51782 | 165.49 |
| DRUMHELLER CHAMBER OF COMMER | CK# 51783 | 223.76 |
| DRUMHELLER SOLID WASTE | CK# 51784 | 49,936.97 |
| FCM | CK# 51785 | 648.29 |
| HANNA & DISTRICT MEDICAL | CK# 51786 | 8,650.70 |
| HECK, BRIAN | CK# 51787 | 132.00 |
| HI-WAY 9 EXPRESS LTD. | CK# 51788 | 44.43 |
| LAPP | CK# 51789 | 20,161.41 |
| LOOMIS EXPRESS | CK# 51790 | 50.63 |
| MARSHALL, RAMSAY & LINDA | CK# 51791 | 2,000.00 |
| NORTHEAST AAAF PROVINCIAL ASB | CK# 51792 | 367.50 |
| NETAGO | CK# 51793 | 320.00 |
| PRAIRIE LAND REGIONAL DIVISION | CK# 51794 | 50,000.00 |
| RECEIVER GENERAL OF CANADA | CK# 51795 | 47,972.93 |
| RED DEER RIVER WATERSHED | CK# 51796 | 1,033.00 |
| SHARPE, KERRY | CK# 51797 | 132.00 |
| STETTLER TELEPHONE ANSWERING | CK# 51798 | 367.50 |
| SYLOGIST LTD. | CK# 51799 | 53,284.49 |
| TELUS | CK# 51800 | 176.66 |
| TELUS MOBILITY INC. | CK# 51801 | 188.35 |
| WESTERN CHEVROLET BUICK GMC | CK# 51802 | 343.62 |
| WESTVIEW CO-OPERATIVE ASSN LTD. | CK# 51803 | 280.24 |
| WILD ROSE ASSESSMENT SERVICE | CK# 51804 | 9,537.50 |
| WOLSELEY WATERWORKS | CK# 51805 | 92.26 |

Sub-Total: \$ 306,106.91

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| ATB FINANCIAL MASTERCARD | CK# 51806 | 2,795.76 |
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Sub-Total: \$ 2,795.76

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| ALBERTA NWT COMMAND | CK# 51807 | 570.00 |
| ALTAGAS UTILITIES INC. | CK# 51808 | 6,823.78 |
| ASCEND | CK# 51809 | 8,400.00 |
| BROWNLEE LLP | CK# 51810 | 1,199.53 |
| DRUMHELLER EQUIPMENT SALES | CK# 51811 | 679.08 |
| EAST CENTRAL GAS CO-OP LTD. | CK# 51812 | 104.96 |
| ENMAX | CK# 51813 | 7,880.23 |
| FINNING (CANADA) | CK# 51814 | 3,150.00 |
| HANNA WELDING RODS LTD. | CK# 51815 | 2,409.75 |
| HENRY KROEGER REGIONAL WATER | CK# 51816 | 703.72 |
| ROYAL CARETAKING SUPPLIES INC. | CK# 51817 | 779.31 |
| STANTEC CONSULTING LTD. | CK# 51818 | 4,471.36 |
| STARLAND REGIONAL WATER | CK# 51819 | 255.72 |
| TAQA NORTH | CK# 51820 | 21.00 |
| TELUS | CK# 51821 | 142.93 |
| VILLAGE OF DELIA | CK# 51822 | 181.84 |
| WESTVIEW CO-OPERATIVE ASSN LTD. | CK# 51823 | 1,042.17 |

Sub-Total: \$ 38,815.38

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| A.H. GRADER SERVICE LTD. | CK# 51824 | 9,408.00 |
| ACKLANDS-GRAINER INC. | CK# 51825 | 378.94 |
| ACTIVE GLASS | CK# 51826 | 679.33 |
| ADAMS INDUSTRIAL SUPPLIES INC. | CK# 51827 | 2,381.10 |
| AIR LIQUIDE CANADA INC. | CK# 51828 | 332.32 |
| ALBERTA DEVELOPMENT OFFICERS | CK# 51829 | 125.00 |
| ALBERTA RURAL MUNICIPAL ADMIN | CK# 51830 | 400.00 |
| AUTO VALUE PARTS – DRUMHELLER | CK# 51831 | 1,433.11 |
| BLOOM | CK# 51832 | 3,937.50 |
| BROOKS INDUSTRIAL METALS LTD. | CK# 51833 | 914.54 |
| BURT, EDWIN L. | CK# 51834 | 150.00 |
| CERTIFIED LABORATORIES | CK# 51835 | 339.89 |

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| DRUM WIRELESS LTD. | CK# 51836 | 261.45 |
| FACTION FOUR SYSTEMS INC. | CK# 51837 | 2,205.00 |
| FIBRAMULCH | CK# 51838 | 2,505.27 |
| FINKBINER, DOUGLAS A. | CK# 51839 | 100.14 |
| GLOVER INTERNATIONAL TRUCKS LTD. | CK# 51840 | 2,728.13 |
| HECK, BRIAN | CK# 51841 | 265.80 |
| HI-WAY 9 EXPRESS LTD. | CK# 51842 | 119.12 |
| KUHL TUF WEAR LTD. | CK# 51843 | 170.09 |
| NETAGO | CK# 51844 | 320.00 |
| PALLISER REGIONAL MUNICIPAL | CK# 51845 | 40,269.75 |
| RIEP, GLEN | CK# 51846 | 213.18 |
| RMA FUEL | CK# 51847 | 13,746.52 |
| ROCKY MOUNTAIN PHOENIX | CK# 51848 | 1,225.35 |
| SHARPE, KERRY | CK# 51849 | 242.52 |
| TELUS | CK# 51850 | 315.41 |
| THE CITY OF RED DEER | CK# 51851 | 6,275.96 |
| VIKING CIVES LTD. | CK# 51852 | 358.41 |
| WATER PURE & SIMPLE | CK# 51853 | 90.00 |
| WESTVIEW CO-OPERATIVE ASSN LTD. | CK# 51854 | 182.56 |
| WOLF, TRACY | CK# 51855 | 2,100.00 |

Sub-Total: \$ 94,174.39

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| LAPP | CK# 51856 | 18,723.83 |
| RECEIVER GENERAL OF CANADA | CK# 51857 | 45,485.15 |
| SUN LIFE ASSURANCE COMPANY | CK# 51858 | 17,769.31 |

Sub-Total: \$ 81,978.29

TOTAL: \$ 615,849.71

**C21-044
Adjournment**

[C21-044] MOVED BY COUNCILLOR REW

that the meeting be adjourned at 2:38 p.m.

CARRIED UNANIMOUSLY.

The next meeting of the Council of Starland County is to be held on Wednesday, February 24th, 2021, at the Starland County Administration Building, commencing at 9:00 a.m.

**Reeve:
Steve Wannstrom**

**Chief Administrative Officer:
Shirley Bremer**