

# STARLAND COUNTY

## COUNCIL MEETING, DECEMBER 16<sup>th</sup>, 2020

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A regular meeting of the Council of Starland County was held via Zoom Videoconference on Wednesday, December 16<sup>th</sup>, 2020, commencing at 9:10 a.m.

### Attendance

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

### C20-255 Agenda Approval

#### [C20-255] MOVED BY COUNCILLOR REW

that the agenda for the November 25<sup>th</sup>, 2020 meeting of the Council of Starland County be approved as presented.

**CARRIED UNANIMOUSLY.**

### C20-256 Approval of Minutes

#### [C20-256] MOVED BY COUNCILLOR WATTS

that the minutes of the November 25<sup>th</sup>, 2020 regular meeting of the Council of Starland County be approved as circulated.

**CARRIED UNANIMOUSLY.**

### Financial Statements

Council was presented with the monthly financial statement for the month of November 2020.

### C20-257 Financial Statements

#### [C20-257] MOVED BY COUNCILLOR MARSHALL

that the month end financial statement for the month of November 2020 be approved as presented.

**CARRIED UNANIMOUSLY.**

### Accounts

Accounts will be reviewed and approved at the January 16<sup>th</sup>, 2021 regular council meeting.

### CAO Report

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

- Following the imposition of the new provincial health mandate's related to the Covid-19 pandemic Starland County has implemented new procedures for office and operations personnel. The office will be available by appointment only with staff rotating in and out and working from home where possible. Staff will still be answering phones and the office will still be accepting parcel delivery.
- New signage has been installed inside and outside of the building which finishes much of the look of the building. This expense has been covered by the insurance related to the old office fire.
- Several requests were received from the community for the setup of a community calendar. IT/GIS Coordinator Jason Carlson has placed a link on our website to a community calendar with the idea being that ratepayers, community groups or businesses in Starland County wanting to advertise their upcoming events taking place in the County can call our office to have it added.

PW Report	<p>CAO Bremer reviewed the PW Report with Council. Highlights of his report included the following:</p> <ul style="list-style-type: none"><li>• The PW Crew have been sanding and plowing, moving from shop to shop and putting up snow fencing.</li><li>• The Shop Crew have been working on equipment and doing CVIPs, and helping with the move.</li><li>• Gradermen have been blading roads and removing drifts.</li><li>• Ken has been working on staff performance reviews, the Morton Pit application, Bridge File 8323 and researching different ways to provide the 2021 gravel program.</li></ul>
NRCB Letter	<p>Council was given a copy of a letter addressed to the Alberta Natural Resources Conservation Board outlining Starland County concerns with the approved dairy barn. The County to date has not received any information regarding setbacks or an application to rezone the property to "A1" as would be required under Starland County's Land Use Bylaw.</p>
Fire Marshall's Annual Report	<p>Council was given a copy of the annual Fire Marshall's report outlining the issue faced in Starland County over the last year in regards to fire emergency response. The report outlines the challenges faced by Starland County Fire Department's given the Covid-19 pandemic and outlines major goals for 2021 including updating the Fire Master Plan.</p>
Policy 120-8	<p>Policy 120-8 was brought forward to Council following several changes agreed to on the November 25<sup>th</sup> meeting. Major changes include the inclusion of additional ways of practicing public participation and guidelines for when public participation would be used.</p>
<b><u>C20-258</u></b> <b><u>Policy 120-8</u></b>	<p><b><u>[C20-258] MOVED BY COUNCILLOR WATTS</u></b></p> <p><b>that Policy 120-8, the Public Participation Policy, be approved as submitted by Administration.</b></p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY.</b></p>
Covid-19 Municipal Governance Update	<p>Municipal Affairs has released an update on Covid-19 Municipal Governance. The report covers topics related to the recently released provincial health mandates. Starland County is already implementing the health mandate which will result in substantial changes to County operations for the period between December 14<sup>th</sup> and January 12<sup>th</sup>, 2021.</p>
Grant Funding Summary	<p>Council was given a copy of a summary of all outstanding grant monies held or owed to Starland County. Decisions will have to be made about allocating the outstanding Federal Gas Tax funds from 2018 onward.</p>
Attendance	<p>At 10:00 a.m. Finance Manager Judy Fazekas attended the meeting.</p>
Strategic Planning	<p>Finance Manager Fazekas updated Council on the process for developing a County Strategic Plan. The community survey will be launched by the beginning of January with alteration to the survey still to be made. Council would like to review the survey before it is sent out. The Strategic Planning session to be organized with Council is still on track for the new year with a quote for a planning consultant still forthcoming.</p>
Interim Operating Budget	<p>Finance Manager Fazekas reviewed with Council two separate scenarios for the 2021 budget based on the capital and operating priorities of Council. The first estimate keeps taxes flat and still includes substantial capital and a return to more normal operations spending. The second estimate included an up to 4% increase across all tax rates with some additional capital expenditures over estimate one. A draft interim budget will be brought to the January 13, 2021 meeting.</p>
Departure	<p>At 11:45 a.m. Judy departed from the meeting.</p>

- Emerging Trends The Brownlee Law Emerging Trends legal seminar will be held online this year for free, but registration is required and either February 11<sup>th</sup> or February 18<sup>th</sup>, 2021 is available. All Council members would like to register for the 11<sup>th</sup>.
- FCM Membership The Federation of Canadian Municipalities annual membership fee is due in the amount of \$648.29 for 2021/2022. Council was advised that without a change the fee would be included in the 2021 budget.
- CRMA Spring Zone Meeting The Central Zone Rural Municipalities of Alberta will be meeting on January 5<sup>th</sup>, 2021 via Zoom Videoconference. No registration is required. The resolution deadline is January 5<sup>th</sup>, 2021.
- Water Rates Assistant CAO Kreke submitted his annual review of Starland County water rates. The goal as specified in early 2019 was to recover 100% of water supply costs and 50% of capital replacement costs as estimated using 50% of Starland County water infrastructure depreciation as calculated at year end. The current rate structure does not meet this goal as expenses have been increasing faster than rates and future adjustments will have to make up for the shortfalls now. Matthew advised Council that a portion of the monies collected should be put towards a water infrastructure reserve fund. Council was presented with proposed amending Bylaw 1159, a bylaw to amend Schedule C or Bylaw 1137 for the purpose of increasing water rates charged to Starland County customers.

**C20-259**  
**Bylaw 1159-**  
**Motion to**  
**Establish**

**[C20-259] MOVED BY COUNCILLOR WATTS**

that Bylaw 1159, for the purpose of amending Schedule C of Bylaw 1137, the Water Utility Bylaw, and to repeal Bylaw 1147, be established.

**CARRIED UNANIMOUSLY.**

**C20-260**  
**Bylaw 1159-**  
**1<sup>st</sup> Reading**

**[C20-260] MOVED BY COUNCILLOR MARSHALL**

that Bylaw 1159, for the purpose of amending Schedule C of Bylaw 1137, the Water Utility Bylaw, and to repeal Bylaw 1147, be given first reading.

**CARRIED UNANIMOUSLY.**

**C20-261**  
**Bylaw 1159-**  
**2<sup>nd</sup> Reading**

**[C20-261] MOVED BY COUNCILLOR REW**

that Bylaw 1159, for the purpose of amending Schedule C of Bylaw 1137, the Water Utility Bylaw, and to repeal Bylaw 1147, be given second reading.

**CARRIED UNANIMOUSLY.**

**C20-262**  
**Bylaw 1159-**  
**Motion to Have**  
**3<sup>rd</sup> Reading**

**[C20-262] MOVED BY DEPUTY REEVE SARGENT**

that Bylaw 1159, for the purpose of amending Schedule C of Bylaw 1137, the Water Utility Bylaw, and to repeal Bylaw 1147, be given third reading at this meeting.

**CARRIED UNANIMOUSLY.**

**C20-263**  
**Bylaw 1159-**  
**3<sup>rd</sup> and Final**  
**Reading**

**[C20-263] MOVED BY REEVE WANNSTROM**

that Bylaw 1159, for the purpose of amending Schedule C of Bylaw 1137, the Water Utility Bylaw, and to repeal Bylaw 1147, be given third reading and finally passed.

**CARRIED UNANIMOUSLY.**

RMA Bulletin                      CAO Bremer reviewed with Council the contents of two recently released RMA Update Bulletins. The first outlines changes to the Municipal Planning and Development legislation brought on by Bill 48 which aims to reduce red tape in government. Important changes include the expanded use of off-site levies. The second update asks for feedback on the Province's recently completed flood mapping. Several areas along the Red Deer River have changes made to them in Starland County.

Palliser Grant                      Palliser Regional Municipal Services is asking for Council support in its' grant application for funding a new strategic plan and funding formula review.

**C20-264**  
**Palliser Grant**  
**Support**

**[C20-264] MOVED BY COUNCILLOR MARSHALL**

that Starland County Council authorizes Starland County to participate in an application for the "Palliser Regional Service Enhancement Project" submitted by the Village of Acme with Palliser Regional Municipal Services as the Primary Contractor under the Intermunicipal Collaboration component of the Alberta Community Partnership program; further that Starland County, as a grant partner, agrees to abide by the terms of a Condition Grant Agreement government in the purpose and use of the grant.

**CARRIED UNANIMOUSLY.**

**C20-265**  
**Sage Analytics**  
**Consulting**

**[C20-265] MOVED BY COUNCILLOR REW**

that Starland County contract with SAGE Analytics to facilitate the 2020 CAO Performance Evaluation for a total contract price of \$4,800.00 plus travel expenses plus GST.

**CARRIED UNANIMOUSLY.**

**C20-266**  
**Brownlee LLP**  
**Legal Advice**

**[C20-266] MOVED BY DEPUTY REEVE SARGENT**

that Starland County pay invoices in the amount of \$6,201.25 to Brownlee LLP to cover the cost of Council related legal confidential matters.

**CARRIED UNANIMOUSLY.**

Economic  
Development  
Proposal

Community Futures would like to put in a concession stand for the lookout point at Horse Thief Canyon and would like Starland County's support in purchasing the C-Can that would be placed there as well as acting as the signatory for the electricity connection ATCO would put in though Community Futures would cover the cost.

**C20-267**  
**Community**  
**Futures Proposal**

**[C20-267] MOVED BY DEPUTY REEVE SARGENT**

that Starland County pay up to \$4,500.00 for the purchase of a C-Can for the lookout point at Horse Thief Canyon and support Community Futures Big Country in getting an electricity hook-up put into the same location.

**CARRIED UNANIMOUSLY.**

Council  
Committees

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

Council  
Communications

Council Communications:

- i) Marigold Library re: Amendment to Schedule "C"
- ii) Prairie Land School Division re: Board Highlights
- iii) Delia and District Dawson Historical Museum Society re: Letter of Support for Historical Research Project on Violet Barss

- iv) Starland Regional FCSS Update re: Partnership with Drumheller Valley FCSS
- v) County of Stettler re: Copy of NRCB Letter for Lone Pine Hutterian Brethren Application
- vi) Rural Municipalities of Alberta
  - Contact Newsletter (3 Issues)

**C20-268**  
**Motion to**  
**Proceed**  
**Closed Session**

**[C20-268] 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 3:10 p.m.

**CARRIED UNANIMOUSLY.**

Departure

At 3:20 p.m. Assistant CAO Kreke left the meeting.

Departure

At 3:50 p.m. CAO Bremer left the meeting.

**C20-269**  
**Motion to**  
**Proceed Out of**  
**Closed Session**

**[C20-269] MOVED BY COUNCILLOR WATTS**

that the meeting proceed out of Closed Session at 4:58 p.m.

**CARRIED UNANIMOUSLY.**

**C20-270**  
**Adjournment**

**[C20-270] MOVED BY DEPUTY REEVE SARGENT**

that the meeting be adjourned at 5:00 p.m.

**CARRIED UNANIMOUSLY.**

*The next meeting of the Council of Starland County is to be held on Wednesday, January 13<sup>th</sup>, 2021, via Zoom Videoconference, commencing at 9:00 a.m.*

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Reeve:  
Steve Wannstrom

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Chief Administrative Officer:  
Shirley Bremer