

STARLAND COUNTY

COUNCIL MEETING, FEBRUARY 26TH, 2014

A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, February 26th, 2014, commencing at 9:00 a.m.

Attendance

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

C14-024 Approval of Minutes

[C14-024] MOVED BY COUNCILLOR MARSHALL

that the minutes of the February 12th, 2014 regular meeting of the Council of Starland County be approved.

CARRIED UNANIMOUSLY.

Accounts Checked

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

C14-025 Approval of Accounts

[C14-025] MOVED BY COUNCILLOR WANNSTROM

that accounts (cheque no. 38174 to 38256 inclusive) totalling \$478,496.22 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:

- Finance Minister, Doug Horner, scaled back some of the controversial reforms he had initially announced for public sector pension plans. The legislation to implement these changes is expected to be introduced in the spring session of the legislature.
- Starland County's 2013 Audit will be carried out by Endeavour Accounting commencing on March 31st.
- CAO Rawlusyk discussed how to deal with spam. He noted that you should never open spam emails, however, you can forward them to law enforcement or various phishing sites.
- The consultation phase on the Draft South Saskatchewan Regional Plan is concluding at the end of February. When the consultation phase is completed, the Government will compile the final plan and present it to the legislature. Once approved, municipalities are expected to amend local planning documents such that they complement the regional plan.
- CAO Rawlusyk outlined a new economic information product, the Alberta Economic Dashboard. It is an on-line collection of 26 different economic indicators that are key in understanding how the Alberta Economy is performing.
- For the second year in a row, Starland County is being nominated for an Emerald Award. The Awards celebrate and showcase creative environmental leadership in Alberta. Starland County is being nominated for catalysing solar development for municipalities, residents and private entities in the municipality category.
- A proposal was received from an area resident, proposing to hay the steep ditches using some custom equipment he has constructed and collecting the hay at the same time. He is seeking the County's permission for this activity. Ross and Al will

review this proposal further and draft some conditions prior to approval.

- ATCO provided some preliminary information on their ATCO Community Symposium. The closest event to us this year is in Fort Saskatchewan on May 20th at the Dow Centennial Centre.
- Alberta Pension Services, the pension group that includes the Local Authorities Pension Plan, is working towards the development of a new employer portal. This portal will provide more flexibility and easier reporting of data for all employee / member information.

Attendance of
PWS Pratt &
PW Report

At 10:00 a.m., Public Works Supervisor Pratt attended the meeting and reviewed his Public Works Report with Council. Highlights of his report included the following:

- The Public Works Crew has been cutting trees on Rng. Rd. 17-0, south of the Handhills truck fill which were a hazard;
- They sanded the truck fill stations, hamlets and a couple of hills using dry product only;
- They have been cutting and splitting wood in the County yard;
- Buck has been doing the regular maintenance on the light duty fleet and welding repairs on the Unit 61 wing;
- Tom and Thomas have been doing regular maintenance of the heavy duty fleet and minor repairs on the graders. CVIP's are ongoing on the County equipment and fire trucks. Thomas and Kevin have been rebuilding a Deutz motor that will work for running the ridge mulcher.
- Gradermen have been plowing and pushing snow drifts back in their divisions. Their gravel maps for 2014 are now completed.
- Brenda has been busy with permits with service and oil rigs, heavy equipment and some pipeline equipment. Also, Atco brought in a Nodwell which is to take out some power poles.
- Al has finished the equipment list for units with and without GPS; he held a meeting with the 6 gradermen, Ross and himself. They completed a Job Hazard Assessment for winter work. Many other issues were discussed as well.
- He attended a Wage and Salary Meeting with the other supervisors and council representatives.
- He discussed information on a grader mount retriever that he feels would work on some of the County's road shoulder issues.
- Al attended a Stantec meeting with Ross and Matthew.

C14-026
Authorization to
purchase a
Grader-mount
Retriever

[C14-026] MOVED BY COUNCILLOR WANNSTROM

that Starland County include the purchase of a grader-mounted Retriever, for the purpose of reclaiming the gravel road shoulders, in the 2014 Capital Budget.

CARRIED UNANIMOUSLY.

Departure of
PWS Pratt

At 10:55 a.m., Public Works Supervisor Pratt departed from the meeting.

2014 AAMDC
Spring Convention

Copies of the updated Spring 2014 AAMDC Convention Program were provided to Council for their review. CAO Rawlusyk noted that the Mayor's and Reeve's Liaison Meeting is scheduled for Monday, March 17th, 2014 at 3:30 p.m. In addition, the AAMDC provided a Member Bulletin on "Discover what's happening at the Spring 2014 Convention".

Pension Reforms

CAO Rawlusyk reviewed the Government of Alberta's News Release with regards to a long-term pension solution.

Attendance of
Manager Riep &
MS Report

At 11:00 a.m., Manager Riep attended the meeting and reviewed his Municipal Services Report with Council. Highlights of his report included the following:

- The CLV Water System Upgrade Project is still ongoing with only some minor construction work to be completed. Pressure testing was done on the section of the main line feeding to the CLV Truck-fill and appears to be satisfactory with little pressure loss. The main valve installed by Chinook on the supply line to the CLV water station earlier, blew out after about a week, due to a pipe failure at the location of the valve tie-in. This resulted in a significant loss of water and caused the line to be closed down for repairs.
- He sent out a questionnaire to all the fire fighters pertaining to the fire services within Starland and what areas they feel need attention. This information is part of our Fire Protection Master Plan review.
- The Annual Fire Protection Committee meeting was held last week.
- He has completed his Annual Fire Marshall's Report and copies are included in each Councillor's meeting package.
- Glen met with members of the Rumsey Fire Department to go over the fire truck specifications on the unit proposed by Rocky Mountain Phoenix of Red Deer. The "Maverick" truck that they are considering is comparable to the Timber Wolf unit in Special Areas, however, this unit is much better suited for what Rumsey would need and use.

2014 Disaster
Forum

The 2014 Disaster Forum will be held in Banff, Alberta from May 12th to 15th, 2014.

C14-027
**Authorization to
attend 2014
Disaster Forum**

[C14-027] MOVED BY REEVE HOOVER

that Manager Riep and Councillor Wannstrom be authorized to attend the 2014 Disaster Forum in Banff, Alberta, from May 12th to 15th, 2014; and that registration and expenses be paid.

CARRIED UNANIMOUSLY.

Fire Marshall
Report

Fire Marshall Riep reviewed his Annual Fire Marshall's Report for 2013 with Council. His report outlined the statistics for fire calls as well as other calls within Starland County in 2013. In addition, he reviewed training classes provided, upgrades to fire equipment, dispatch and communications, fire permits issued and progress on the Fire Protection Master Plan Update.

Departure of
Manager Riep

At 11:50 a.m., Manager Riep departed from the meeting.

Attendance of
REACH Delegation

At 1:20 p.m., FCSS Coordinator Diana Rowe and Colleen Lewis, Project Coordinator for REACH attended the meeting. Colleen outlined the mandate of the REACH program in our area. She noted that a Project Coordinator and four Youth Wellness Workers collaboratively provide year round, school-based mental health promotion, prevention and early intervention programs in four schools, two schools in Hanna as well as Delia and Morrin Schools. Funding for this initiative is from Alberta Health Services, however, no word has been received as to whether or not this funding will be extended past the June 30, 2014 termination date.

Departure of
REACH Rep

At 1:55 p.m., Colleen Lewis departed from the meeting.

Diana Rowe re:
Drumheller ECD
Coalition

Diana Rowe then spoke on the "Asset Mapping Report Executive Summary" for the Drumheller and Area Early Childhood Development Coalition. She noted that this coalition started in Drumheller in 2011 and is to be wrapped up by June 2014. At 2:30 p.m., Diana departed from the meeting.

C14-028

**Letter of Support
for REACH
Program**

[C14-028] MOVED BY COUNCILLOR MARSHALL

that Starland County Council send a letter of support to Alberta Health Services for the continued funding of the REACH Program.

MOTION CARRIED.

2014 FCM
Conference

CAO Rawlusyk provided Council with a program agenda for the 2014 FCM Conference. In addition, a copy of *The New Building Canada Plan - What It Means For Cities And Communities*.

Orthophoto
Tenders

Special Projects Manager Kreke reviewed the Orthophoto Tender Summary from Palliser Regional Municipal Services with Council. He will further investigate costs and get a sample of the 30 cm photos with Opus-Stewart Weir. In addition, we will discuss possible partnering options with Kneehill County.

Site Review for
Solar Arrays at
Morrin, Munson
& Delia

MPE Engineering Ltd. forwarded a record of the site review that they did for the solar array frames at Munson, Morrin and Delia. They noted that the solar array frame at Munson is not a concern, however, some minor repairs are required at Morrin and Delia. The connections pose a couple of concerns, wherein the threading of the pipe eliminates the galvanized coating on the pipe allowing the pipe to corrode without any protective coating being applied. The threading also reduces the effective wall thickness of the pipe columns which reduces the total allowable load that the pipes can support. MPE provided information on how to resolve these issues and Ross noted that he would provide the sketch they sent to our welder and have these repairs completed.

Regional Water
Supply Strategic
Program Funding
Approval

CAO Rawlusyk advised Council that Starland County's application to the Regional Water Supply Strategic Program has been tentatively approved for the Starland Rural Water Expansion - Delia Phase Project. We are required to enter into an Agreement for this project.

C14-029

**Motion to enter
into Agreement
re: Growing
Forward 2
Regional Water
Supply Strategic
Program**

[C14-029] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County enter into an Agreement for the Growing Forward 2 Regional Water Supply Strategic Program Grant Program; and that CAO Rawlusyk be authorized to endorse this agreement on behalf of the County.

CARRIED UNANIMOUSLY.

Norlie Road Info

Correspondence was received from Stantec Consulting Ltd. with regards to the Water Act Application for the Norlie Road Project.

Stantec Consulting
Ltd. Re:
Professional
Services
Agreement

CAO Rawlusyk reviewed the Professional Services Agreement as proposed by Stantec Consulting Ltd. This agreement is for the term of February 18, 2014 to December 31, 2016.

C14-030

**Approval to enter
into Professional
Services
Agreement with
Stantec
Consulting Ltd.**

[C14-030] MOVED BY COUNCILLOR SARGENT

that Starland County enter into a Professional Services Agreement with Stantec Consulting Ltd. for the term from February 18, 2014 to December 31, 2016; and that the terms and conditions be as outlined therein.

CARRIED UNANIMOUSLY.

Road Meeting

The Road Meeting was scheduled for Friday, April 11th, 2014, commencing at 9:00 a.m.

Economic
Development
Officer Contract

CAO Rawlusyk advised that upon renewing the contract with Jordan Webber, Starland County's Economic Development Officer, Mr. Webber has requested to enter into a contract directly with the County for his services. Ross outlined the terms of this contract and Jordan has agreed that he would be available for 140 hours per month, with one day per week in the County Office.

C14-031

Approval to enter into Independent Contractor Agreement re: Economic Development Services

[C14-031] MOVED BY COUNCILLOR WANNSTROM

that Starland County enter into an Independent Contractor Agreement with Jordan Webber (Rough Meadow Management Inc.) contracting his services to provide Economic Development Services required by the Municipality as outlined within the contract; and that the term of this Agreement be from April 1st, 2014 to March 31, 2016.

CARRIED UNANIMOUSLY.

C14-032

Approval of Wage and Salary Negotiation Items

[C14-032] MOVED BY DEPUTY REEVE AVRAMENKO

that the following items be approved for the 2013 & 2014 Wage and Salary Negotiations: (These items are further described in the 2013/2014 Wage & Salary Memorandum of Agreement)

- 1) C.O.L.A.:
1.7% Cost of Living Allowance for 2014, retroactive to January 1st, 2014 for all employees (Previously approved by Motion C14-004);
- 2) Holiday Schedule:
The existing holiday schedule be adjusted to allow for a graduated increase in holidays, after 5 years of employment as per the holiday scheduled proposed;
- 3) Sick/Special Leave Days for Permanent Employees:
Any permanent employee who has accumulated one hundred and twenty (120) sick/special leave days will be paid annually for the number of sick/special leave days accumulated in excess of one hundred and twenty (120) days. This will be paid out at the employees regular rate of pay based on the employees regular hours per day to a maximum of twelve (12) days per year. Any employees who presently have accumulated more than one hundred and twenty (120) sick/special leave days will be paid out for all days in excess of 120 at their current rate of pay. They will then be paid annually for any sick/special leave days accumulated in excess of 120 days to a maximum of twelve days per year.
- 4) Sick and Special Leave Days for Seasonal Employees:
Sick and Special Leave Days are only available to seasonal employees after completing their second year of employment with the County. They will be adjusted so that all sick and special leave days earned but not used will be paid out at the end of each season at one and one-half times their value. For example, if the employee earns 6 sick/special leave days and does not use any, they will be paid out for 6 x 1.5 = 9 days at their regular rate of pay.
- 5) Merit Allocations:
Council agrees to pay an amount of 3.0% for 2013 merit increases to be distributed to permanent staff retroactive to January 1st, 2013. A budget of \$121,500.00 was budgeted by Council for merit increases for 2014 and any adjustments made will be added to the employees salaries/wages, effective January 1st, 2014. CAO Rawlusyk will determine the merit increase based on evaluations completed for each employee by their immediate supervisor.

CARRIED UNANIMOUSLY.

Marigold Report

Copies of the "Marigold Report" received from the Marigold Library System were distributed to Council for their review.

Amateur Team Grant Request

Correspondence was received from the NOVA VBall, Delia, Alberta, requesting Amateur Team Grant funding for their 13U Team. They currently have 14 members ranging in age from 10 to 13 years old.

C14-033
Approval of Amateur Team Grant Funding

C14-033] MOVED BY COUNCILLOR WANNSTROM

that Starland County grant the NOVA VBall Team from Delia, Alberta an Amateur Team Grant in the amount of \$700.00 (14 participants @ \$50.00 each).

CARRIED UNANIMOUSLY.

Alberta Emergency Alert User Meeting

There is an Alberta Emergency Alert User Meeting in Red Deer, Alberta on Friday, March 21, 2014.

C14-034
Authorization to attend Alberta Emergency Alert User Meeting

C14-034] MOVED BY REEVE HOOVER

that Manager Riep, Assistant CAO Bremer, Special Projects Manager Kreke, and CPO Gallagher be authorized to attend the Alberta Emergency Alert User Meeting in Red Deer, Alberta, on Friday, March 21, 2014; and that registration and expenses be paid.

MOTION CARRIED.

2014 Truck & Equipment Rates

Copies of the 2014 Truck and Equipment Reference List and Rate Schedule were distributed to Council for their reference.

Quote for Council Room Repairs

CAO Rawlusyk noted that he received a quote from Garron Rish to repair and replace the damaged drywall in the Council room as well as re-paint this wall. The quote was in the amount of \$2,500.00, which was considerably less than prior quotes.

Committee Reports

Each of the Councillors present briefly reviewed the committees to which they are appointed.

Council Communications

Council Communications:

- i) Village of Morrin re: Treated Water Reservoir Report
- ii) Alberta Association of Municipal Districts and Counties re
 - Member Bulletin: The New Building Canada Fund: An Overview and the AAMDC Perspective
 - Correspondence - Flag Lowering
 - Contact Newsletter (1 issue)

Accounts

Accounts - see prior motion.

AVRAMENKO, ALLEN	CK# 38174	\$	1,262.30
HI-WAY 9 EXPRESS LTD.	CK# 38175		643.07
TELUS MOBILITY INC.	CK# 38176		2,929.89

Sub-Total: \$ 4,935.26

ENMAX	CK# 38177	\$	11,049.51
SMS EQUIPMENT INC.	CK# 38178		3,181.00

Sub-Total: \$ 14,230.51

TELUS MOBILITY INC.	CK# 38179	\$	204.28
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Sub-Total: \$ 204.28

ATCO ELECTRIC	CK# 38180	\$	12,395.25
H & H HUXTED ENT. LTD.	CK# 38181		288.93
HKRWS	CK# 38182		162.39
TELUS MOBILITY INC.	CK# 38183		1,228.97

Sub-Total: \$ 14,075.54

A & D HARPER TIRE (1979) LTD.	CK# 38184	\$	611.26
ACKLANDS GRAINGER INC.	CK# 38185		2,163.29
ADAMS INDUSTRIAL SUPPLIES INC.	CK# 38186		150.45
ALLIED DISTRIBUTORS DRUM LTD.	CK# 38187		2,335.14
ARMAA	CK# 38188		600.00
ATCO ELECTRIC LTD.	CK# 38189		34.03
AVRAMENKO, ALLEN	CK# 38190		444.60
BAR W PETROLEUM & ELECTRIC	CK# 38191		147.00
BIGFOOT & CO. INC.	CK# 38192		16.80
BREMER, SHIRLEY	CK# 38193		394.80
CALON, DARA	CK# 38194		118.45
CLEARTECH INDUSTRIES INC.	CK# 38195		369.60
DELIA SKATING CLUB	CK# 38196		1,650.00
DRUM WIRELESS LTD.	CK# 38197		52.50
EAST CENTRAL GAS CO-OP LTD.	CK# 38198		305.41
GREYHOUND COURIER EXPRESS	CK# 38199		91.58
GRIFFITH, DWAIN & SHERRY	CK# 38200		500.00
H & H HUXTED ENT. LTD.	CK# 38201		294.71
HANNA MEDICAL PROPERTIES	CK# 38202		4,476.40
HANNA WELDING RODS LTD.	CK# 38203		2,520.00
HKRWS	CK# 38204		1,420.00
HI-WAY 9 EXPRESS LTD.	CK# 38205		259.25
HOMESTYLE PIES	CK# 38206		87.00
HOOVER, BARRIE	CK# 38207		304.74
JERRY'S LOCK & KEY SERVICE	CK# 38208		23.63
MARIGOLD LIBRARY SYSTEM	CK# 38209		17,810.60
MARSHALL, MURRAY	CK# 38210		290.32
MPE ENGINEERING LTD.	CK# 38211		73,682.29
OSPREY SCIENTIFIC INC.	CK# 38212		230.90
PEDERSEN TRANSPORT LTD.	CK# 38213		407.48
PITNEY BOWES	CK# 38214		269.58
SARGENT, ROBERT	CK# 38215		268.92
SHRED-IT CALGARY	CK# 38216		103.77
SUNDRE CONTRACTING CO.	CK# 38217		437.76
SUPPLY POST	CK# 38218		65.00
TELUS COMMUNICATIONS INC.	CK# 38219		244.69
TOWN OF DRUMHELLER	CK# 38220		1,500.00
WANNSTROM, STEVE	CK# 38221		5,342.27
WEBBER, BRANDON	CK# 38222		4,200.00
WOLF, SANDY	CK# 38223		720.00
WURTH CANADA LIMITED	CK# 38224		366.35
ZEE MEDICAL CANADA CORPORATION	CK# 38225		266.33
1325856 ALBERTA LTD.	CK# 38226		22.45

Sub-Total: \$ 125,599.35

AAGAARD'S UPHOLSTERY	CK# 38227	\$	498.75
ACCU-FLO METER SERVICE LTD.	CK# 38228		11,836.44
ACKLANDS GRAINGER INC.	CK# 38229		1,557.51
ADAMS INDUSTRIAL SUPPLIES LTD.	CK# 38230		64.65
AIR LIQUIDE CANADA INC.	CK# 38231		201.16
AAMDC	CK# 38232		19,211.11
AB MUNICIPAL SUPERVISORS ASSOC.	CK# 38233		300.00
ALLIED DISTRIBUTORS DRUM LTD.	CK# 38234		79.96
BAR W PETROLEUM & ELECTRIC LTD.	CK# 38235		731.33
CENTURY VALLEN	CK# 38236		8,852.42
CHINOOK PIPELINE INC.	CK# 38237		79,899.75
CUNCANNON, WENDY	CK# 38238		283.50

DIRECT ENERGY	CK# 38239	47.29
DRUMHELLER CHAMBER	CK# 38240	40.00
DRUMHELLER CO-OP LTD.	CK# 38241	3,210.84
GEMINI POSITIONING SYSTEMS	CK# 38242	2,006.16
GLOVER INTERNATIONAL TRUCKS	CK# 38243	5,274.45
HI-WAY 9 EXPRESS LTD.	CK# 38244	39.74
LAPP	CK# 38245	20,922.86
NEW WEST GEOMATICS	CK# 38246	21,533.66
PRMS	CK# 38247	728.00
PUROLATOR COURIER LTD.	CK# 38248	58.11
RECEIVER GENERAL	CK# 38249	35,720.75
RUMSEY AG SOCIETY	CK# 38250	2,000.00
STANDEN'S LIMITED	CK# 38251	1,784.79
STANTEC CONSULTING LTD.	CK# 38252	61,850.44
SYLOGIST LTD.	CK# 38253	34,763.19
TELUS MOBILITY INC.	CK# 38254	642.73
TROCHU MOTORS LTD.	CK# 38255	2,216.64
WOLSELEY WATERWORKS	CK# 38256	3,095.05

Sub-Total: \$ 319,451.28

TOTAL: \$ 478,496.22

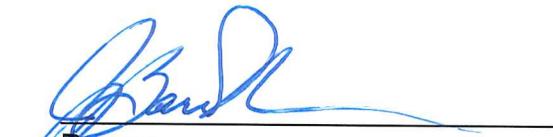
**C14-035
Adjournment**

[C14-035] MOVED BY COUNCILLOR SARGENT

that the meeting be adjourned at 4:45 p.m.

CARRIED UNANIMOUSLY.

The next regular meeting of the Council of Starland County is to be held in the Starland County Administration Office, Morrin, Alberta, on Wednesday, March 12th, 2014, commencing at 9:00 a.m.



Reeve:
J. Barrie Hoover



Chief Administrative Officer:
Ross D. Rawlusyk