

# STARLAND COUNTY

## COUNCIL MEETING, October 26<sup>th</sup>, 2022

A regular meeting of the Council of Starland County was held at the Starland County Administration Building in Morrin, Alberta on Wednesday, October 26<sup>th</sup>, 2022, commencing at 10:33 a.m.

### Attendance

Present: Reeve: Steve Wannstrom  
Deputy Reeve: Bob Sargent  
Councillors: Mark Landry, John Rew and Jackie Watts  
Staff: CAO Shirley Bremer  
Corporate Services Director Judy Fazekas  
HR Coordinator Kory Schofer

### C22-254 Agenda Approval

#### [C22-254] MOVED BY DEPUTY REEVE SARGENT

that the agenda for the October 26<sup>th</sup>, 2022 meeting of the Council of Starland County be approved as presented with the following additions:

- Vehicle Signage
- McLaren Dam internet service
- Utilities department procedures for waterline tie-ins.

CARRIED UNANIMOUSLY.

### C22-255 Approval of Minutes

#### [C22-255] MOVED BY COUNCILLOR WATTS

that the minutes of the October 12<sup>th</sup>, 2022 regular meeting of the Council of Starland County be approved as presented with the following amendment:

- Strike out Councillor absence.

CARRIED UNANIMOUSLY.

### Accounts

Councillor Landry and Councillor Watts checked accounts with Administrative Assistant Laya Montgomery on October 26<sup>th</sup>, 2022.

### C22-256 Accounts

#### [C22-256] MOVED BY COUNCILLOR WATTS

that accounts (cheque numbers 54658 to 54699 and 13 electronic funds transfer payments) totalling \$721,852.34 be approved for payment.

CARRIED UNANIMOUSLY.

### C22-257 Financial Statements

#### [C22-257] MOVED BY DEPUTY REEVE SARGENT

That the financial statement for the period ending September 30, 2022 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:

- CAO Bremer advised that she and Municipal Services Director Riep have been working with Jonathan Schmidt from Bluerock Planning Inc., contracted by Palliser Regional Municipal Services, to complete a review and update of our Land Use Bylaw. Jonathan reviewed the major changes and provided a draft copy of the bylaw. There are still a couple of amendments required to the draft including the flood mapping in the Drumheller Valley and the changes to the gravel pit permits. Once the changes have been made and the draft reviewed by CAO Bremer and MSD Riep, the document will be presented to

Council, sometime in November 2022. The timeline proposed by Mr. Schmidt is to have the draft posted on our website during the winter of 2023 and asking for public input. The refinement and adoption process are tentatively scheduled for the spring of 2023.

- Starland County is also working on an Intermunicipal Development Plan (IDP) with Kneehill County. The joint IDP Committee would like to present the draft document to both Councils sometime in November to ensure they are in agreement.
- Most of the county projects are wrapping up for the year, but some are still ongoing with hopes of finishing before winter sets in. The columbarium for the Rumsey Cemetery is in transit, and all the site preparations have been made for its arrival. We are also waiting for the building movers to relocate the Public Works Office located in Morrin to Rumsey for its repurposing as the new Rumsey Library.
- An estimate of the costs for the Rumsey columbarium has been prepared and will be reviewed later this meeting. Once the columbarium has arrived, it can be determined if the same size and type should be ordered for next year's installation at the Morrin Cemetery.
- Work has commenced at the Morrin Cemetery to prepare for the cement pillow dividers in the new section. The old part of this cemetery is almost filled to capacity and the new section needs to be prepared and opened as soon as possible.
- On a recent inspection tour, it was noted that the Springwater School sign had been hit by a vehicle and broken off. CAO Bremer has asked staff to pick up the sign and get a new one made. A broken windowpane has also been covered to keep it from exposure to the elements.
- The Social Club was very appreciative of the budget allowed to organize and host a Christmas Party event for staff and Council. Plans are underway and staff are looking forward to an evening of good food and entertainment. Please save the date of Friday, December 9<sup>th</sup> with more details to follow.
- The RMA Fall Convention is quickly approaching. Council and staff are booked into the Westin Downtown Edmonton. There are a couple of ministry meetings booked and a couple of dinner invitations.
- CAO Bremer reviewed the Comparison of Outstanding Taxes table with Council. There has been a marked improvement in the tax collection rate over the last few years. The tax collection rate for 2022 as at the September 29<sup>th</sup> due date was 89.13% with \$1,423,780.29 in outstanding current year taxes. Of this amount \$784,142.09 is for taxes owing by a company on a tax payment plan. The tax collection rate after removing the payment plan from outstanding current year taxes is 96%.

RMA Fall  
Convention  
Information

Council was given a copy of the agenda for the RMA Fall Convention which will be held at the Edmonton Convention Centre from November 7 – 10, 2022. The Elected Officials Education Program course will take place on November 7<sup>th</sup> and Reeve Wannstrom and Councillors Landry, Rew and Watts are registered for *Council's Role in Land Use and Development*. Administration also prepared a summary with recommendations noted of the 24 resolutions that will be under consideration at the convention. Council also discussed what issues they wanted to address during their meetings with senior RCMP officials and the Department of Justice and Solicitor General, as well as the Department of Transportation.

Policy 970-1  
Municipal  
Reserves

Council reviewed draft Policy 970-1 Municipal Reserves. This policy outlines the requirements for the establishment and administration of all County reserves, including specifying reserve categories and uses.

**C22-258**  
**Policy 970-1**  
**Municipal**  
**Reserves**

**[C22-258] MOVED BY REEVE WANNSTROM**

**that Policy 970-1 Municipal Reserves be adopted as presented with the following amendments:**

- Remove the Operating *Legislative Reserve* category
- Remove the Capital *Administration Technology Reserve* category
- Add the Capital *Contingency Reserve* category.

**CARRIED UNANIMOUSLY.**

Hanna Medical Corporation

The Hanna Medical Corporation provided information pertaining to their 2023 budget. There has been a decrease to their budget compared to 2022 due to a full complement of physicians. This has resulted in a decrease to Starland County's requisition of approximately \$2,000 for 2023.

C22-259  
Hanna Medical Corporation

[C22-259] MOVED BY COUNCILLOR REW

that Starland County pay the Hanna Medical Corporation requisition of \$8,612.70 for the 2023 fiscal year.

**CARRIED UNANIMOUSLY.**

Request for Improvements to the Drumheller Municipal Airport Road

Reeve Wannstrom received correspondence from the Town of Drumheller requesting that Starland County make improvements to the Drumheller Municipal Airport Road. There has been a significant increase in air traffic at the airport recently due to airport improvements and increased marketing. This has resulted in increased traffic on the road from Highway 56 to the airport and the Town of Drumheller is requesting that this stretch of road receive a light bituminous surface treatment to provide improved user experience and safety. Assistant Public Works Supervisor Black prepared rough cost estimates using different products (MG30, DL10, and MC250) and these estimates ranged from \$32,900 to \$128,000 to complete the four kilometres of road from Highway 56 to the airport. Council requested that Administration draft a response to the Town advising that this will be reviewed in the spring and that consideration will be given to a cost share or joint grant application with the Town.

Rumsey Columbarium Pricing

Council reviewed all the costs associated with the Rumsey columbarium including the columbarium, delivery and set-up, site preparation, plaques and engraving for niches, and memory wall costs. There are 24 niches (12 niches on each side, 3 wide and 4 high). Niches are 12"x12"x16" deep and can hold 2 regular-sized urns. Wreath plaques for the niche doors are 11"x7" high. Memory wall plaques are 6"x4" each. All plaques must be ordered through the County and will include engraving.

C22-260  
Rumsey Columbarium Pricing

[C22-260] MOVED BY REEVE WANNSTROM

that prices for the Rumsey Cemetery Columbarium be established as follows:

- \$1,300.00 per niche (includes plaque and engraving)
- \$300.00 per Memory Wall plaque (includes engraving).

**CARRIED.**

Personnel Committee

The Personnel Committee shall meet on November 4, 2022, at 1:00 p.m. to review proposed changes to the Personnel Policy.

Tax Write Offs

CAO Bremer advised that there are still Trident Exploration Corp and Trident Limited Partnership linear properties on our tax roll. Administration is requesting that the taxes on these tax rolls be written off as the likelihood of collecting these taxes are remote. Starland County can apply for the PERC and DIRC credits for these properties.

C22-261  
2022 Tax Write Offs

[C22-261] MOVED BY COUNCILLOR WATTS

that unpaid 2022 taxes be written off for the following bankrupt companies and that Starland County apply for any PERC/DIRC credits available. Taxes to be written off are:

Trident Exploration (WX) Corp \$10,694.08  
Trident Limited Partnership \$14,536.74

**CARRIED UNANIMOUSLY.**

McLaren Dam  
Internet Service

Councillor Rew advised Council that internet service at the McLaren Dam is only available directly below the tower. Councillor Rew contacted Netago and they advised that they could provide a quote to improve the internet service to all campsites. Council does not want the expense of providing that level of service to campers at McLaren Dam and suggested that a sign be posted at the entrance to the campground advising campers that internet service is available at the tower only for easy access to online campsite reservations.

Vehicle Signage

Councillor Rew advised Council that he was contacted by Public Works Supervisor Menage requesting that stripes not be put on the new leased vehicles as part of County vehicle signage as it could leave marks on the vehicle and affect the resale value. Council advised that once the Safety Committee's working group for vehicle signage has a proposed draft policy on Vehicle Signage, Council will review it at that time.

Utilities  
Department  
Procedures

Councillor Rew requested copies of all Utilities Department procedures related to waterline installation and tie-ins.

Committee  
Reports

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

Health  
Foundation  
Fundraising

Councillor Watts reported to Council that the Health Foundation is currently working on their next major fundraising event to be held next spring. They have recently purchased a laparoscopy tower for the operating room and plan to purchase cauterizing equipment for colonoscopy procedures. They are reaching out to the local municipalities of Starland County, Kneehill County, Wheatland County, the Town of Drumheller and Special Areas for financial support in the amount of \$500.00 each to assist them in the planning of their fundraising event.

C22-262  
Health  
Foundation  
Fundraising

[C22-262] MOVED BY COUNCILLOR LANDRY

that Starland County donate \$500.00 to the Health Foundation to support them in their fundraising activities.

**CARRIED UNANIMOUSLY.**

Council  
Communications

Council Communications:  
i. Rural Municipalities of Alberta (RMA) re: Contact Newsletter (2 issues)

C22-263  
Motion to  
Proceed in  
Closed Session

[C22-263] MOVED BY COUNCILLOR LANDRY

that under the exemptions granted by Section 17, Division 4, of the Freedom of Information and Protection of Personal Privacy Act, Reeve Wannstrom, Deputy Reeve Sargent, and Councillors Rew, Watts and Landry, proceed with the meeting in Closed Session at 2:44 p.m.

**CARRIED UNANIMOUSLY.**

C22-264  
Motion to  
Proceed Out of  
Closed Session

[C22-264] MOVED BY COUNCILLOR LANDRY

that the meeting proceed out of closed session at 3:40 p.m.

**CARRIED UNANIMOUSLY.**

Accounts

Accounts - see prior motion.

CAMPUS ENERGY PARTNERS LP CK# 54658 12,179.60

RECEIVER GENERAL OF CANADA	CK# 54659	67,874.67
<b>Sub-Total:</b>		<b>\$ 80,054.27</b>
CANOE PROCUREMENT GROUP OF CANADA	CK# 54660	158,282.37
<b>Sub-Total:</b>		<b>\$ 158,282.37</b>
FEDERATED CO-OPERATIVES LIMITED	CK# 54661	4,488.21
<b>Sub-Total:</b>		<b>\$ 4,488.21</b>
ADVANCED COOLANT TECHNOLOGIES	CK# 54662	1,617.80
ALBERTA MUNICIPAL AFFAIRS	CK# 54663	25,059.88
BULECHOWSKY, SKYLER	CK# 54664	30.00
CALGARY PETERBILT LTD.	CK# 54665	309.80
CAWIEZEL, LAURA	CK# 54666	550.00
COUNTY OF STETTLE	CK# 54667	93.85
CRAIGMYLE HISTORICAL SOCIETY	CK# 54668	500.00
THINQ TECHNOLOGIES LTD.	CK# 54669	892.50
DRUM WIRELESS LTD.	CK# 54670	52.50
DRUMHELLER CHRYSLER	CK# 54671	1,133.17
GLOVER INTERNATIONAL TRUCKS LTD.	CK# 54672	94.03
LAPP	CK# 54673	20,567.02
LOOKER OFFICE EQUIPMENT	CK# 54674	815.85
MCDOUGALD, DELANEY	CK# 54675	1,000.00
MCDOUGALD, KOREN	CK# 54676	186.10
NETAGO	CK# 54677	330.60
NEXTGEN AUTOMATION	CK# 54678	394.17
PEEVEY ELECTRIC LTD.	CK# 54679	126.21
PUROLATOR INC.	CK# 54680	92.33
RAPTOR OVERHEAD DOORS LTD.	CK# 54681	377.66
RECEIVER GENERAL OF CANADA	CK# 54682	59,568.54
RED DEER IRRIGATION LTD.	CK# 54683	262.50
ROCKY MOUNTAIN PHOENIX	CK# 54684	321,087.90
ROYAL CARETAKING SUPPLIES INC.	CK# 54685	11.54
STERICYCLE ULC	CK# 54686	707.30
SITEONE LANDSCAPING SUPPLY, LLC	CK# 54687	1,957.74
SNAP-ON TOOLS	CK# 54688	155.40
STANGER, BELLE	CK# 54689	1,000.00
STARLAND REGIONAL WATER AUTHORITY	CK# 54690	409.48
TELUS	CK# 54691	495.92
TELUS MOBILITY INC.	CK# 54692	2,035.39
TREMBLAY, DANIELLE	CK# 54693	456.47
WOLF, TRACY	CK# 54694	2,228.00
WOLF, TRACY & MONTGOMERY, CINDY	CK# 54695	1,997.90
1121113 ALBERTA LTD	CK# 54696	648.23
2022 AAAF IST	CK# 54697	400.00
3D PATCH WORK LTD.	CK# 54698	4,504.50
4IMPRINT INC.	CK# 54699	975.24
<b>Sub-Total:</b>		<b>\$ 453,125.52</b>
A.H. GRADER SERVICE LTD.	800000023	10,809.75
ADAMS INDUSTRIAL SUPPLIES INC.	800000024	338.20
AUTO VALUE PARTS – DRUMHELLER	800000025	1,075.21
BURT, EDWIN	800000026	150.00
DRUMHELLER EQUIPMENT SALES AND RENTALS	800000027	133.22
EAST CENTRAL GAS COOP	800000028	159.56
FAZEKAS, JUDY	800000029	79.32
FRESON BROS DRUMHELLER	800000030	429.21
HIWAY 9 EXPRESS LTD	800000031	589.97

