### STARLAND COUNTY COUNCIL MEETING, SEPTEMBER 26<sup>TH</sup>, 2012

A regular meeting of the Council of Starland County was held in the Administration Office, Morrin, Alberta, on Wednesday, September 26<sup>th</sup>, 2012, commencing at 9:00 a.m.

Attendance

Present:

Reeve:

Barrie Hoover Allen Avramenko

Deputy Reeve: Councillors:

Murray Marshall, Norman Stanger and

Bob Sargent

Staff:

CAO R. Rawlusyk

Special Projects Manager M. Kreke Recording Secretary S. Bremer

C12-174
Approval of Minutes

### [C12-174] MOVED BY DEPUTY REEVE AVRAMENKO

that the minutes of the August 28<sup>th</sup>, 2012 regular meeting of the Council of Starland County be approved.

CARRIED UNANIMOUSLY.

Accounts Checked

Councillors Stanger and Marshall checked accounts with Administrative Assistant Laya Montgomery.

C12-175
Approval of Accounts

### [C12-175] MOVED BY COUNCILLOR MARSHALL

that accounts (cheque no. 35251 to 35406 inclusive) totalling \$774,818.58, be approved for payment.

Council reviewed the monthly financial statement for the month ending

CARRIED UNANIMOUSLY.

Financial Statement

August 31<sup>st</sup>, 2012.

[C12-176] MOVED BY COUNCILLOR STANGER

C12-176
Approval of Financial Statement

that Council approve the Monthly Financial Statement for the month ending August 31<sup>st</sup>, 2012 as reviewed.

CARRIED UNANIMOUSLY.

**CAO** Report

Chief Administrative Officer Ross Rawlusyk reviewed his CAO Report with Council. Highlights of his report included the following:

- On September 24<sup>th</sup>, 2012, he attended a Community Action on Climate Change Workshop in Edmonton.
- Council is invited to attend the Bronze Award Ceremony for the Duke of Edinburgh's Award on October 17<sup>th</sup>, 2012 at 7:00 p.m. at the Badlands Community Facility.
- A new five-year Growing-Forward Policy Framework was approved in principle by Agriculture Ministers from across Canada. Program changes will allow for an increased focus on programs that enhance research and innovation, competitiveness and market development.
- On September 21<sup>st</sup>, 2012, Ross attended a meeting in Nisku of all rural employers that are involved in the Community Peace Officer Program. Bill Meade, the Assistant Deputy Minister with the Public Security Division of Alberta Justice and Solicitor General, as well as Matthew Barker, Director of Law Enforcement Standards were both in attendance. Topics discussed included CPIC, Employer Investigation, Communication System, Amalgamation of Government Services, Training, Foothills Tragedy, Radio System and the upcoming review of the CPO

program later this fall.

- Phone Experts will be installing a cell phone booster and antenna in the office as soon as possible.
- A summary of the survey conducted by Wheatland County on cemeteries was provided to Council.
- Congratulations to Diana Rowe who was recently elected by her peers to the FCSSAA Provincial Board.
- The Canadian Badlands Foundation invited Ross to participate into the development of their Strategic Plan for 2012 - 2015 at a one day session on October 19<sup>th</sup> at the Badlands Community Facility in Drumheller.
- Diana Rowe recently updated the Family Resource Worker Program Policy and Procedure Handbook and a draft of this document with the proposed changes was reviewed together with Cam McKeage, Chief Deputy Superintendent with Prairie Land School Division.

Road Tour

Attendance of PWS Pratt & PW Report A Road Tour was tentatively scheduled for Monday, October 15<sup>th</sup>, 2012, commencing at 8:00 a.m.

At 10:15 a.m., Public Works Supervisor Pratt attended the meeting and reviewed his Public Works Report with Council. Highlights of his report included the following:

- Hamlet clean-up days are now complete;
- Completed installation of the GPS address signs;
- Four Rowley directional signs were installed;
- A pad was built at the Michichi Transfer Site for the Ag Service Board;
- Clean-up was needed after the wind storm on Monday, September 10<sup>th</sup>, 2012;
- Bridge work, new approaches built, regular maintenance and repair issues, etc.;
- The road crew have started on the Munson Transfer Station Road;
- Brenda has been issuing unsightly notices as well as doing road inspections, monitoring our contract truckers and Carillion truckers. Several complaints have been received about the Carillion truckers speeding, running stop signs and not slowing down when meeting people on the road;
- Strongco are bringing out a Volvo grader and loader to demo the first week of October;
- "No Dumping" signs will be installed in Craigmyle along Railway Avenue, Morrin River Campground and also the gravel pits, noting that fines will be issued under Starland County Bylaw #1091;
- Fuel was stolen from all the road crew units once again last week.
   Al suggested that Council might want to offer a reward to anyone who can offer information regarding the theft, perhaps joining forces with some of the oil and gas companies who have also experienced many thefts lately.

RC.110104 re: Variance on Road Construction Policy CAO Rawlusyk advised Council that although we were not able to obtain an Agreement for Acquisition of Land from the landowner on the SE 9-30-20-W4M for Road Construction Project RC.11004, the landowner did agree to sign an Agreement for Backsloping and Earthborrow. As this is a variation of Council's policy to acquire extra roadway area to meet a 99 foot right-of-way, a motion of Council to accept same is required.

C12-177 Motion to accept variance on RC.11004

### [C12-177] MOVED BY COUNCILLOR STANGER

that Council agree to allow Road Construction Project RC.11004 to proceed, acknowledging that land acquisition agreements are in place for all adjacent properties to the proposed road construction project, with the exception of acquisition of the additional right of way adjacent to the E/SE 9-30-20-W4M.

### CARRIED UNANIMOUSLY.

Munson Transfer Station Site Access Road

CAO Rawlusyk also discussed the access road into the Munson Transfer Station Site. Road Foreman Stan Hampton has suggested that the access proposed be changed slightly to allow for better access in and out of this site. Council agreed that the revised access alignment would better serve the people utilizing it.

Ducks Unlimited Beaverpond Project Chief Administrative Officer Ross Rawlusyk reviewed the Ducks Unlimited Beaverpond Project on the NW 1/4 21-31-19-W4M with Council. The County has been working on repairing the spillway and Ducks Unlimited are now prepared to transfer their ownership of this area to Starland County. In addition, Mr. Trentham, the adjacent landowner, has proposed to sell the surrounding area around the beaverpond to the County, so as to provide the County with better access to this area. The additional area would need to be subdivided and would be approximately 14.23 ha. (35.16 ac.).

C12-178
Motion to make
an Offer to
Purchase re:
Land Surrounding
Ducks Unlimited
Beaverpond

### [C12-178] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County make an *Offer to Purchase* to Alfred and Margaret Trentham for the purchase of 35.16 acres of land on the NW 1/4 21-31-19-W4M; that this offer be to a maximum of \$90,000.00 in total; and that if accepted, the County agree to pay for the survey and subdivision expenses for this portion of property.

MOTION CARRIED.

Departure of PWS Pratt

At 10:20 a.m., Public Works Supervisor Pratt departed from the meeting.

Attendance of Manager Riep & Municipal Services Report

At 10:20 a.m., Manager Riep attended the meeting and reviewed his Municipal Services Report with Council. Highlights of his report included the following:

- The recreation sites are winding down for the year. The grounds are normally accessible and open for the public to the end of October, restricting some access to some facilities mostly due to the lack of use and supervision;
- Additional irrigation lines are being installed at Michichi Dam;
- He is investigating two high water usage complaints along the Starland Regional Water Authority water line;
- There is a pending Subdivision and Development Appeal Board hearing for a recent development application for a residential home:
- The rear mounted fire pump was damaged beyond repair on the Michichi fire truck. A new portable pump has been ordered, however, the old Craigmyle truck will be used by Michichi in the interim;
- Glen recommended that a fire restriction be placed on any outstanding fire permits in Starland County, as well as no new applications being approved, due to the extreme dry conditions within the County;
- He issued a letter of clarification to all fire members and municipal councils regarding some issues brought forth concerning nonapproved inspections being carried out within the Starland Fire Protection Area;
  - He would like to schedule a Fire Protection Committee meeting for October 18<sup>th</sup> or 25<sup>th</sup>, 2012. In addition to other agenda items,

a new agreement needs to be established to replace the last agreement which has expired.

Policy No. 560-1 re: Grave Plot Excavation & Back-Filling CAO Rawlusyk reviewed proposed Policy No. 560-1, a policy for Grave Plot Excavation and Back Filling Costs. The purpose of this policy is to establish and set forth charges for the excavation and back-filling of cemetery plots in Starland County cemeteries. Council discussed this proposed policy and provided comments in regards to same. CAO Rawlusyk and Manager Riep will review this information further and will incorporate these suggestions into this policy before having it ratified by Council.

Departure of Manager Riep

At 12:00 p.m., Manager Riep departed from the meeting.

Notice of the Organizational Meeting

As per Section 192(1) of the Municipal Government Act, CAO Rawlusyk provided Council with Notice of the Organizational Meeting of Council, to be held in the Starland County Administration Office on Tuesday, October 23<sup>rd</sup>, 2012 commencing at 9:00 a.m. He also provided each Council member with a Committee List for their review, together with a list of Public Member Appointments.

Letter to CN

CAO Rawlusyk advised Council that he had prepared a letter to Canadian National Railway Company (CN), advising them that since an agreement had not been reached in the negotiations with CN to purchase the Drumheller Subdivision, Starland County was no longer interested in acquiring this rail line.

Approval of 2012 MSI Operating Funds Alberta Municipal Affairs advised that Starland County's operating spending plan under the 2012 conditional operating funding component of the Municipal Sustainability Initiative (MSI) has been accepted.

Acknowledgement of FGT Funds

Correspondence was received from Alberta Transportation, advising that the federal government is requesting that communities acknowledge Federal Gas Tax funding provided, through the use of Canada signs and hosting of events. A *Project Sign Design and Installation Guide* was provided to Starland County for our reference on future signage requirements.

Flex Time Work Program

Special Projects Manager Kreke discussed a proposed Administration Staff Policy introducing a Flex-time Work Program with Council. This proposed policy would provide the opportunity for administration staff to work additional time during the workday in exchange for taking an accumulated, equivalent amount of paid time off.

# C12-179 Approval of Policy No. 130-12 Flex-Time Work Program for Administration Staff

### [C12-179] MOVED BY DEPUTY REEVE AVRAMENKO

Starland County's 100<sup>th</sup> Anniversary

that Council approve Policy Number 130-12, a policy to establish a *Flex-time Work Program* for Administration Staff; and that all other conditions and program details be as outlined in this Policy.

### MOTION CARRIED.

A letter of congratulations was received from the Hon. Doug Griffith, Minister of Alberta Municipal Affairs, recognizing Starland County's 100<sup>th</sup> anniversary of municipal incorporation. To commemorate the 100<sup>th</sup> Anniversary of Starland County, CAO Rawlusyk proposed that celebrations be incorporated into the Christmas Party for Council and Staff. He suggested that former Council members and retired employees also be invited to attend this event.

# C12-180 Approval of Christmas/100th Anniversary Celebration

### [C12-180] MOVED BY DEPUTY REEVE AVRAMENKO

that the 100<sup>th</sup> Anniversary of Starland County be celebrated in conjunction with the Starland County Christmas Party; that this event be held on Friday, December 7<sup>th</sup>, 2012 in the Morrin Community Hall, commencing at 5:00 p.m.; and that in addition to Council members and staff attending, that all former Council members and retired employees of Starland County also be invited to this event.

#### CARRIED UNANIMOUSLY.

Marigold Library Information

The Marigold Library System forwarded their Marigold Report Newsletter for Council's review. In addition, they also forwarded a copy of their 2013 Budget Estimates.

News Release re: Dollars & Sense Public Consultation

The Government of Alberta forwarded a News Release asking Albertans to help set the boundaries for spending, saving and funding infrastructure through a public consultation called Dollars and Sense. A series of panel discussions are scheduled for September, as well as public sessions across the province in October. Online submissions will be accepted until October 31st, 2012.

Canadian Infrastructure Report Card Various correspondence was received with regards to the Canadian Infrastructure Report Card. The Federation of Canadian Municipalities (FCM) has partnered with three industry organizations to develop the first ever Canadian Infrastructure Report Card, which was created to establish a process for assessing the health of Canada's infrastructure and to inform Canadians, policymakers and other stakeholders about issues and trends. The first edition of the Report Card measured the condition of municipal roads, drinking water, wastewater and storm water systems. Results of the survey conducted showed that storm water infrastructure was very good, drinking water and wastewater infrastructure was good, and municipal roads ranked between fair and very poor.

CAAMDC Fall Zone Meeting & Resolutions

The CAAMDC Fall Zone Meeting is to be held on Friday, October 12<sup>th</sup>, 2012 in Rosebud, Alberta. The draft resolutions to be presented at this meeting were provided to Council for their review.

Private Members Motion M-400 re: Private Sewage System Funding

Correspondence was received from Mylène Freeman, MP, to inform Council of a private members motion (M-400) that she recently tabled in the House of Commons. She noted that she believes M-400 will be of great, practical benefit and is in regards to the possibility of establishing one or more financial support programs that would bring up to standard the septic systems of homes not connected to a sanitation system, in an effort to ensure urban/rural balance, lake protection, water quality and public health. She is asking that we support this Motion by passing it as a municipal resolution in our council, and also forwarded a petition in this regard. CAO Rawlusyk will forward a letter in support of Motion M-400 to our local MP Kevin Sorenson.

U of A re: Alcolibrium Forum An invitation was received from the University of Alberta to attend *Alcolibrium: 2012 Provincial Alcohol-Injury Forum.* This Forum will be held at the Delta Edmonton South Hotel and Conference Centre from Thursday, November 8<sup>th</sup> to Friday, November 9<sup>th</sup>, 2012.

Canadian Badlands Tourism Leadership Symposium The Canadian Badlands Tourism Leadership Symposium is to be held on October 15<sup>th</sup> and 16<sup>th</sup>, 2012 at Trochu/Three Hills, Alberta.

New Regulatory Requirements for Surface Development in Proximity to Abandoned Well Sites CAO Rawlusyk reviewed Information Bulletin Number 05/12 received from Alberta Municipal Affairs. This bulletin is in regards to *Advisory Land Use Planning Notes on New Regulatory Requirements for Surface Development in Proximity to Abandoned Wells.* Effective November 1<sup>st</sup>, 2012 it will be the responsibility of the developer or landowner of the proposed subdivision and/or development to take measures to identify any abandoned wells within that property and to apply the required setback as set out in the ERCB directive. Also, it is the responsibility of the municipality, as part of the subdivision and development application process, to ensure that the proponent of the subdivision or development has taken these measures and has applied the required setback. These efforts will ensure that abandoned wells are appropriately identified and suitable setbacks are incorporated in planning, development and construction decisions.

Ed Caswell re: Access Issue

CAO Rawlusyk updated Council on an access issue within the S.E. 1/4 32-29-19-W4M. He noted that we had previously advised the landowner that the County has no plans to build an access on the existing road allowance and the municipality really has no obligation to provide a solution to the access issue. Irrespective of this, as a proposed long term solution, CAO Rawlusyk recommended offering to purchase approximately 0.40 acres (0.16 ha.) From the landowner so a short segment of road access could be constructed. He reviewed the proposed location of the access with Council. He noted that the adjacent road is simply a back trail, it is not gravelled or upgraded, and the proposed short access would be developed to the same standard. He added that the landowner has not generally accepted this alternative, but as an attempt to resolve the access issue, a final formal offer could be forwarded to the landowner.

## C12-181 Offer to Purchase Land for Field Access

### [C12-181] MOVED BY DEPUTY REEVE AVRAMENKO

that Starland County offer to purchase approximately 0.40 acres (0.16 ha.) of land from the landowner of the S.E. 1/4 32-29-19-W4M for the purpose of constructing a field access; that the County will construct the said access when and if equipment is available to do so; that there is no real obligation to provide access; that construction of the access on the existing road allowance is not feasible from an engineering perspective; and that failure to provide the land through agreement will reaffirm that no further access provision attempts will be made by the municipality.

MOTION CARRIED.

### Committee Reports

Each of the Council members present briefly reported on the various committees to which they are appointed.

Council Communications

### Council Communications:

- i) Alberta Municipal Affairs re: Municipal Dispute and Resolution Initiative Workshops
- ii) FCM re: President's Corner Update
- iii) Alberta Association of Municipal Districts and Counties:
  - FCM Board of Directors meeting update
  - Member Bulletin re: Does Asset Management Interest You?
  - Member Bulletin re: Call for Input: Changes to the Municipal Governance within the MGA
  - Member Bulletin re: Preliminary Equalized Assessment Available
  - Member Bulletin re: Member Input Request Questions for the Opposition Parties
  - Contact Newsletter (3 issues)

<b>COUNCIL MEETING</b>	, SEPTEMBER	26 <sup>TH</sup> ,	2012
------------------------	-------------	--------------------	------

Page 7

Accounts

Accounts - see prior motion.

Sub-Total:

\$ 314,904.17

COUNCIL MEETING, SEPTEMBER 26 <sup>TH</sup> , 2012			Page 8
ABACUS DATAGRAPHICS	CK# 35308	\$	1,260.00
ACKLANDS-GRAINGER	CK# 35309	•	3,035.96
ACTION PLUMBING	CK# 35310		1,982.98
ACTIVE GLASS ADAMS INDUSTRIAL SUPPLIES INC.	CK# 35311		127.51
AIR LIQUIDE CANADA INC.	CK# 35312 CK# 35313		85.19
ALBERTA ANIMAL SERVICES	CK# 35313		193.35 1,191.75
AAMDC	CK# 35315		49,686.26
ALLIED DISTRIBUTORS DRUM LTD.	CK# 35316		1,860.70
AVRAMENKO, ALLEN	CK# 35317		160.51
BORDER PAVING LTD. BROOKS INDUSTRIAL METALS LTD.	CK# 35318		3,890.16
CHAMBERS, ROBERT	CK# 35319 CK# 35320		1,108.46 100.00
CHINOOK PIPELINE INC.	CK# 35321		100.00
CHRIST THE REDEEMER CSRD #3	CK# 35322		3,075.36
CRAIGMYLE OILFIELD SERVICES LTD.	CK# 35323		2,184.00
DROTOS, LESLIE A. & CAROL C.	CK# 35324		350.00
DRUM WIRELESS LTD. DRUMHELLER SOLID WASTE	CK# 35325		3,086.90
DRUMHELLER CHRYSLER LTD.	CK# 35326 CK# 35327		246.40 530.23
DRUMHELLER CO-OP LTD.	CK# 35328		5,397.92
DRUMHELLER RADIATOR & BATTERY	CK# 35329		432.60
EVERGREEN EQUIPMENT LTD.	CK# 35330		147.42
FINNING (CANADA)	CK# 35331		16,422.00
FOOTHILLS SYSTEMS DIVISION FOX ENERGY SYSTEMS INC.	CK# 35332		15,477.00
FRANK FLAMAN SALES	CK# 35333 CK# 35334		206.43
FROSTED IMPRESSIONS	CK# 35334 CK# 35335		1,359.82 63.00
GARTLOW HOLDING LTD.	CK# 35336		2,482.85
GASCHNITZ, JOSEPH G.	CK# 35337		5,273.77
GLOVER INTERNATIONAL TRUCKS	CK# 35338		3,837.29
GREENSLADE'S DISPOSAL LTD. GREYHOUND COURIER EXPRESS	CK# 35339		1,878.05
H & H HUXTED ENT. LTD.	CK# 35340 CK# 35341		237.54 728.81
HAMILTON, COLLEENA M.	CK# 35341		200.00
HB INDUSTRIES LTD.	CK# 35343		324.18
HEARING CONSERVATION CONS.	CK# 35344		3,131.25
HERMUS, LOUIS	CK# 35345		1,008.00
HI-WAY 9 EXPRESS LTD. HOOVER, BARRIE	CK# 35346		890.08
HOWARD, WADE D.	CK# 35347 CK# 35348		387.16 500.00
I.G.A. DRUMHELLER	CK# 35349		3,413.11
IMAGE CRAFTER SIGNS INC.	CK# 35350		234.15
KAIZEN LAB	CK# 35351		1,295.44
KELTECH COMMUNICATIONS LTD.	CK# 35352		1,365.00
LAPP LOOMIS EXPRESS	CK# 35353		17,021.77
M & M ELECTRIC	CK# 35354 CK# 35355		35.11 835.91
MACDERMID FARMS LTD.	CK# 35356		1,019.17
MARKES EXPEDITING	CK# 35357		497.70
MARSHALL, MURRAY	CK# 35358		179.44
MCASPHALT INDUSTRIES LIMITED	CK# 35359		361.76
MINISTER OF FINANCE MORRIN FOODS	CK# 35360		70.35
MPE ENGINEERING LTD.	CK# 35361 CK# 35362		363.16 231.00
NAPA AUTO PARTS DRUMHELLER	CK# 35363		385.14
NEW WEST FREIGHTLINER INC.	CK# 35364		111.28
OASIS CARWASH	CK# 35365		132.83
PETTY CASH	CK# 35366		168.69
PITNEYWORKS PRATT, AL	CK# 35367		2,000.00
PRINTER WORLD INTERNATIONAL	CK# 35368 CK# 35369		115.49 563.22
PROVINCIAL FITNESS UNIT	CK# 35370		130.20
PUROLATOR COURIER LTD.	CK# 35371		85.09
QUEST EMERGENCY LIGHTING	CK# 35372		534.53

COUNCIL MEETING, SEPTEMBER 26 <sup>TH</sup> , 2012			Page 9
RANDY JAMES FARMS LTD.	CK# 35373		1,705.98
RAWLUSYK, ROSS D.	CK# 35374		195.89
RECEIVER GENERAL	CK# 35375		43,139.66
RICOH CANADA INC.	CK# 35376		34,238.55
ROBMAC ENTERPRISES LTD.	CK# 35377		6,542.47
ROWE, DIANA	CK# 35378		955.11
SAM'S TRUCK & CAR WASH	CK# 35379		13.91
SAMUEL PLUMBING & HEATING	CK# 35380		209.89
SARGENT, ROBERT	CK# 35381		316.88
SHIFT ELEVATORS & LIFTS INC.	CK# 35382		288.75
SHRED-IT CALGARY	CK# 35383		223.27
STANGER, NORMAN	CK# 35384		153.18
STANTEC CONSULTING LTD.	CK# 35385		12,398.21
SYLOGIST LTD.	CK# 35386		204.75
TELUS COMMUNICATIONS INC.	CK# 35387		377.54
TELUS MOBILITY INC.	CK# 35388		5,406.96
THE DRUMHELLER MAIL	CK# 35389		956.43
THE JACK FENCING OUTFIT	CK# 35390		6,541.50
THE PHONE EXPERTS	CK# 35391		3,795.75
THREE HILLS HOME HARDWARE	CK# 35392		1,309.73
TOWN OF DRUMHELLER	CK# 35393		1,624.66
TURPIN, SHERRI	CK# 35394		10,735.42
UFA CO-OPERATIVE LIMITED	CK# 35395		1,766.36
UNIVAR CANADA LTD.	CK# 35396		17,004.50
VILLAGE OF MUNSON	CK# 35397		400.00
WATER PURE & SIMPLE	CK# 35398		37.50
WESTERGARD MOTORS DRUMHELLER			2,858.51
WESTERN CHEVROLET	CK# 35400		189.25
WILD ROSE ASSESSMENT SERVICE	CK# 35401		7,704.38
WOLF, SANDY	CK# 35402		720.00
WURTH CANADA LIMITED	CK# 35403		1,700.03
XYLEM CANADA COMPANY	CK# 35404		5,456.10
ZUKE, KAREN	CK# 35405		250.00
1325856 ALBERTA LTD.	CK# 35406		54.35
Sub-Total:		\$	435,808.40

C12-182 Adjournment

### [C12-182] MOVED BY COUNCILLOR SARGENT

that the meeting be adjourned at 2:55 p.m.

TOTAL:

CARRIED UNANIMOUSLY.

774,818.58

The next regular meeting of the Council of Starland County is to be held in the Starland County Administration Office, Morrin, Alberta, on Wednesday, October 10<sup>th</sup>, 2012, commencing at 9:00 a.m.

Reeve:

J. Barrie Hoover

Chief Administrative Officer:

Ross D. Rawlusyk