

# STARLAND COUNTY

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

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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**     **[C22-262] MOVED BY COUNCILLOR LANDRY**  
**Health Foundation Fundraising**     **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**     **[C22-263] MOVED BY COUNCILLOR LANDRY**  
**Motion to Proceed in Closed Session**     **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**     **[C22-264] MOVED BY COUNCILLOR LANDRY**  
**Motion to Proceed Out of Closed Session**     **that the meeting proceed out of closed session at 3:40 p.m.**

**CARRIED UNANIMOUSLY.**

Accounts     Accounts - see prior motion.

RECEIVER GENERAL OF CANADA CK# 54659 67,874.67

**Sub-Total: \$ 80,054.27**

CANOE PROCUREMENT GROUP OF CANADA CK# 54660 158,282.37

**Sub-Total: \$ 158,282.37**

FEDERATED CO-OPERATIVES LIMITED CK# 54661 4,488.21

**Sub-Total: \$ 4,488.21**

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 STETTLER 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

MCDUGALD, DELANEY CK# 54675 1,000.00

MCDUGALD, 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 AAF IST CK# 54697 400.00

3D PATCH WORK LTD. CK# 54698 4,504.50

4IMPRINT INC. CK# 54699 975.24

**Sub-Total: \$ 453,125.52**

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

KUHL TUF WEAR LTD.	800000032	157.50
WATER PURE & SIMPLE	800000033	63.00
WESTVIEW CO-OPERATIVE ASSN LTD.	800000034	860.53
3D PATCHWORK LTD.	800000035	11,056.50

**Sub-Total: \$ 25,901.97**

**TOTAL: \$ 721,852.34**

i.

**C22-265  
Adjournment**

**[C22-265] MOVED BY COUNCILLOR REW**

**that the meeting be adjourned at 3:42 p.m.**

**CARRIED UNANIMOUSLY.**

***The next meeting of the Council of Starland County is to be held on Wednesday, November 16<sup>th</sup>, 2022, at the Starland County Administration Building, commencing at 9:00 a.m.***

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**Reeve:  
Steve Wannstrom**

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**Chief Administrative Officer:  
Shirley Bremer**