

Town of Drumheller

COUNCIL MEETING

MINUTES



December 13, 2004 5:30 PM Council Chambers, Town Hall
703 - 2nd Ave. West, Drumheller, Alberta

PRESENT:

MAYOR:

Paul Ainscough

COUNCIL:

Karen Bertamini – arrived at 5:45 P.M.

Don Cunningham

Larry Davidson

Karen MacKinnon

Sharel Shoff

John Sparling

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Wes Yeoman

DIRECTOR OF CORPORATE SERVICES:

Michael Minchin

DIRECTOR OF COMMUNITY SERVICES:

Scott Blevins

RECORDING SECRETARY:

Corinne Macdonald

1.0 CALL TO ORDER

Councillor Don Cunningham was sworn in as Deputy Mayor for the months of January and February, 2005.

2.0 MAYOR AINSCOUGH'S OPENING REMARKS

2.1 Letter from Alberta Gaming re: Community Initiatives Program (CIP)

Mayor P. Ainscough presented a letter from Norman Peterson, Deputy Minister of Gaming, advising that the Town's Community Initiatives Program grant, in the amount of \$46,277, was approved. This grant will assist with the purchase of a Zamboni for the Drumheller Memorial Arena.

2.2 Letter from Alberta Gaming re: Community Facility Enhancement Program (CFEP)
Mayor P. Ainscough presented a letter from Norman Peterson, Deputy Minister of Gaming, advising that the Town's grant, in the amount of \$60,000 for the upgrades to Centennial Park, was approved.

2.3 Letter from Royal Canadian Mounted Police re: Drumheller as a Training Centre for Cadets

Mayor P. Ainscough presented a letter from W.M. Sweeney, Assistant Commissioner Commanding Officer "K" Division, regarding the Town's letter dated August 17, 2004, on staffing of Cadets to Drumheller. Mr. Sweeney advised that he had his staff conduct a historical review of the staffing practices in Drumheller since 1996. During that period of time twelve cadets were posted to the Drumheller Detachment; the longest length of stay was five years and shortest two years, eight months. Four of the original twelve cadets are still in Drumheller. A total of 19 members transferred into Drumheller during this period; the average length of service was 12.36 years, with the remainder of members possessing an average of 9.1 years. Mr. Sweeney noted that the review confirmed thirty four members being transferred to and from Drumheller, which may have led to the Town's perception of the short length of stay in Drumheller for these Cadets. He also noted that the statistics confirm the Division's practices have led to a healthy mix of seasoned, experienced police personnel with a good proportion of Cadets for Drumheller. The statistical information was attached to his letter.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

8.1.4 RFD – Appointment to Drumheller Housing Administration – deleted from the Agenda

MO2004.228 Davidson, Shoff moved to adopt the agenda as amended. Cd.

5.0 MINUTES

5.1.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Council Regular Meeting - November 29, 2004

MO2004.229 Cunningham, Shoff moved the adoption of the Minutes of the Regular Council Meeting held on November 29, 2004 as presented. Cd.

5.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission – October 28, 2004

5.2.2 Municipal Planning Commission - November 15, 2004

5.3 BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 Bylaw 16.04 being a bylaw to dissolve the Ward System – First Reading

R. Romanetz presented a copy of Bylaw 16.04 and advised that the vote of electors held on October 18, 2004 recorded the majority of residents as being in favour of dissolving the Ward System. He advised that the Bylaw was presented for Council's information and further direction.

Councillor J. Sparling suggested that since Councillor K. Bertamini is not present, but will be arriving shortly, this item should be considered after she arrives. Mayor P. Ainscough agreed to delay this item until later in the meeting.

8.1.2 RFD – Bylaw 14.04 being a bylaw to enter into an agreement granting ALTA GAS the right to provide natural gas distribution service within the Municipality.

R. Romanetz advised that Bylaw 14.04 was given First Reading at Council's regular meeting of October 4, 2004. An application for approval of the franchise agreement was submitted to the Alberta Energy Utilities Board (AEUB). The AEUB Board has issued the Order approving the franchise agreement as of this date. The Board advised that they had received no objections. The Town may now proceed with Second and Third Readings to the Bylaw if Council agrees. R. Romanetz noted that this matter will have an impact on the 2005 Budget.

MO2004.234 Sparling, Cunningham moved second reading to Bylaw 14.04. Cd.

Councillor S. Shoff asked for clarification on the franchise fees that the Town is proposing at 27% compared to the previous 7%. R. Romanetz advised that the 7% franchise fee was based on both distribution and gas cost charges. The new standard franchise agreement used by all municipalities is calculated on distribution charges only. The new rate of 27% will generate revenue in the former City equivalent to what the Town has received on average annually over the last 5 years. The previous M.D. of Badlands gas customers serviced by Alta Gas did not pay a franchise fee and will now be paying approximately \$90.00 per year in franchise fees. The former MD gas customers always paid a linear property tax on the distribution facilities of AltaGas in the MD service area. The increase to Rosedale, East Coulee and Wayne gas customers results from the new requirement for them to pay a franchise fee.

R. Romanetz replied to Councillor Davidson's concern that these fees were a hidden tax

and he noted that this franchise agreement is structured similar to what is in place with Atco Electric for the electrical franchise agreement. Under that agreement, electrical customers pay a fee based the linear tax for electrical lines in Drumheller and a franchise fee that is a percentage of electrical transmission and distribution costs.

R. Romanetz replied to Councillor Davidson's concern that the two week notice to advertise the application to the AEUB was not sufficient. He stated that the AEUB is responsible for establishing timelines for advertising and the public input process. The Town of Drumheller had no involvement in this process.

In response to Councillor Davidson's question regarding whether former City of Drumheller customers will see an increase on their bills as a result of the new franchise agreement, R. Romanetz confirmed that gas customers from the former City will pay about \$22.00 more annually due to the Town collecting a tax on linear property in addition to the franchise fee.

Councillor Davidson asked what impact this will have on the industrial consumers. R. Romanetz advised that Alta Gas did a number of projections, and indicated that for some of the larger customers franchise fees would decrease from what they are paying now. He also noted that having the franchise fee based on a percentage of stable distribution costs means franchise fees will not fluctuate much from year to year.

Councillor K. Bertamini entered the Council Chambers at 5:45 PM.

Councillor L. Davidson asked if the linear tax and franchise fee was GST exempt. M. Minchin advised that the GST was applied to the total charges on the bill.

Councillor S. Shoff asked if the former City gas customers will see an increase. R. Romanetz advised that the former City gas customers would not see an increase in the franchise fee. He further advised that gas market determines gas supply prices. Councillor S. Shoff inquired as to why there were no other options for gas supply in Drumheller. R. Romanetz advised that Provincial legislation allows gas retailers to operate in the Alta Gas franchise area. However, currently there are very few gas retailers operating in the province. R. Romanetz stated that the Town does have a gas contract with the gas retailer through the AUMA and the price was locked in at \$5.99 / GJ for five years. Councillor S. Shoff asked if the customers of the former City will see an increase then. M. Minchin confirmed that this was the case however revenue from the new combined fee would still be less than the highest revenue year of 2001.

Councillor D. Cunningham asked why the former MD was not included in the urban franchise agreement when the former City and M.D. amalgamated. R. Romanetz advised that during the amalgamation process, the City approached Alberta Energy and asked them to review the urban and rural gas franchises that were in place within the newly created Town of Drumheller. Alberta Energy recommended that Council pass resolutions allowing

the rural gas franchises in the former MD to remain in place until the urban franchise agreement's term expired. R. Romanetz advised that Big Country Gas is presently negotiating with the Town to renew its franchise agreement which will include a franchise fee for their customers in the former M.D. of Badlands. R. Romanetz noted that the AEUB requires that all customers be treated on the same basis.

MO2004.235 Bertamini, Sparling moved second reading to Bylaw 14.04. Cd.

MO2004.236 Bertamini, Sparling moved third reading to Bylaw 14.04. Cd.

Councillor S. Shoff asked who decided on what the percentage would be. R. Romanetz advised that this decision was made by the former Council. He also advised that Council can decide to change the fees next year, however any change in rates would have to be advertised in advance.

Mayor asked that Council address Agenda Item 8.1.1 at this time.

8.1.1 Bylaw 16.04 being a bylaw to dissolve the Ward System

MO2004.230 Sparling, Bertamini moved first reading to Bylaw 16.04. Cd.

MO2004.231 Stables, Davidson moved second reading to Bylaw 16-04. Cd.

MO2004.232 Bertamini, Sparling moved no objections to third reading to Bylaw 16-04. Cd Unanimously.

MO2004.233 Sparling, Bertamini moved third reading to Bylaw 16.04.

Councillor L. Davidson asked if the electorate decided in the future to return to the Ward System what time frame would be involved. R. Romanetz advised that the bylaw would take effect for the next election when all Council members would be elected at large. R. Romanetz advised that Administration would have to research the process involved.

Vote on Motion: Cd.

8.1.3 RFD – Appointments to Subdivision and Development Appeal Board

R. Romanetz advised that three public at large vacancies will exist on the Town's Subdivision and Development Appeal Board as of January 1, 2005. He recommended that Council go in camera for the vote. He advised that the appointment process was reviewed and he recommended that the public-at-large appointments be similar to Council (coincide with Organizational Meetings). Councillor L. Davidson asked if the terms for all Committee appointments would expire at the annual Organizational Meeting. R. Romanetz advised that this is the direction Administration is recommending, where practical.

MO2004.233 Bertamini, Shoff that the Appointments to the Subdivision and Development Appeal Board be moved into In Camera. Cd.

8.2 Director of Infrastructure Services

8.2.1 RFD – Rosedale Sanitary Sewer Forcemain Project

W. Yeoman advised that the Town received approval on November 25th, 2004 from Infrastructure Canada Alberta Program (ICAP) of a grant for the Rosedale to Drumheller Sanitary Sewer Forcemain. W. Yeoman reported that in 2002 and 2003 studies were done on the Rosedale Sewer Plant by MPE Engineering to determine whether the Town should construct a new plant in Rosedale or construct a force main to the Drumheller Plant. The study concluded that the most feasible alternative was to pump to the Drumheller Plant. In 2003, Drumheller made application under the Alberta Municipal Water and Waste Water Program (AMWWP). The application was placed on a waiting list with little hope of receiving funding in the near future according to Alberta Transportation. Due to this fact and being advised that there were some funds available under ICAP, a grant application was made to ICAP. The Town's application has been approved. The total amount of this project will be \$1,138,500; the maximum grant from ICAP is \$759,000, leaving a balance of \$379,500 that will have to be financed by the Town.

MO 2004.234 Davidson, Bertamini that Council approve the "Rosedale Sanitary Sewer Forcemain Project" to be completed under the Infrastructure Canada Alberta Program and authorize administration to proceed with detailed engineering, debt financing, and that the capital plan be revised to reflect the new funding and financing costs.

Councillor L. Davidson asked if these figures reflect actual costs. W. Yeoman advised actual costs should be very close to what has been reported. R. Romanetz added that inflation costs have been included for 2003 and 2004.

Councillor J. Sparling asked if the Rosedale Treatment Plant is eliminated would the operational costs also be reduced. R. Romanetz advised that all factors would have to be considered in order to arrive at the cost reduction. He noted that if the plant is eliminated a lift station will still be required to pump the sewage to Drumheller.

Councillor K. Bertamini inquired about the different cost sharing ratio between the ICAP grant and the Alberta Municipal Water and Wastewater Program (AMWWP). W. Yeoman advised that the ICAP grant is based on a three way split; Federal, Provincial, & Municipal. Councillor K. Bertamini asked if Administration is certain that the Town would not be eligible for the 75/25 split through the AMWWP. R. Romanetz advised that water projects are a priority with the Province and wastewater projects are secondary. As such, approval would not likely be available in the short term (one to two years). Councillor K. Bertamini thanked Administration for their efforts in acquiring these funds.

Councillor L. Davidson asked whether the flows coming into Drumheller from Rosedale could be handled by the existing plant. R. Romanetz advised that a master plan for the Town's wastewater plant is being prepared that will review capacity issues. However, he further noted that as a result of reductions in flow resulting from the municipal retrofit program in 1996, the flow from Rosedale can be handled by the Drumheller plant.

M. Minchin noted that there would be a cost waiting for the funding from the Water Wastewater Program as costs for major projects are increasing significantly each year. These increases in construction costs would surpass the additional 8.3% in additional grant funding. The Town has already budgeted for a 6% increase in construction costs, and waiting for an additional year or two would increase costs further.

Councillor K. Bertamini asked whether the sanitary sewer force main will be designed to accommodate further growth. R. Romanetz advised that this line has been sized to allow for existing flows in the area and also factors in all potential growth in the area that could be going into the Rosedale lift station. If other parts of Rosedale and Cambria are serviced with water and sewer, the new line will be able to handle the additional flows generated from the lift station in Rosedale.

Vote on Motion: Cd.

8.2.2 RFD – Purchase of New Zamboni

W. Yeoman advised that on November 23, 2004 notification of grant approval in the amount of \$46,277 was received. This grant is to be used as matching funds towards the purchase of a new Zamboni. The proposal is to go with a natural gas unit which is safer for the operators and occupants and would improve air quality in the arena. He advised that he researched other arenas that have gone to a natural gas unit and the municipalities have had no regrets going this route. There may be a slight savings in fuelling costs. Alta Gas has advised that they will install the natural gas connection at no cost; however they have requested a sign be put on the Zamboni saying that the unit is fuelled by Alta Gas. W. Yeoman advised that the Dragons have no objections to a sign being put on the Zamboni. Councillor K. Bertamini asked how long Alta Gas would want the sign on the Zamboni. W. Yeoman advised that the sign would be on the Zamboni for the life of the machine.

MO 2004.235 Shoff, Sparling that Council approve the purchase of the new Zamboni and natural gas refuelling system at a total combined cost of \$92,555.

Councillor S. Shoff inquired where fuel is stored. R. Romanetz advised the unit will be refuelled where it is currently stored in the arena. W. Yeoman noted that the machine will be refuelled over night. Councillor L. Davidson asked if there would be enough capacity on the machine for tournaments. W. Yeoman advised that the unit can be refuelled for an hour or so in between games.

Vote on Motion: Cd.

8.3 Director of Corporate Services

8.3.1 RFD – Section 4 – HR Policy - Benefits

M. Minchin presented Section 4 of the Human Resources Policy and Procedure Manual regarding Benefits provided to the employees of the Town. Section 4 is a consolidation of existing policies that are already in place and is consistent with the terms of the existing collective agreements currently in place with the Town's two unions.

MO 2004.236 Sparling, Shoff the Council approve Section 4, Benefits, of the Town of Drumheller's Human Resources Manual as presented. Cd.

8.3.2 RFD – 911 Dispatch Services Agreement

M. Minchin presented the 911 Dispatch Services Agreement between the City of Red Deer and the Town of Drumheller for a three year term. This is a renewal for the provision of dispatch services for the Town's ambulance and fire services in the area and is based on a per capita fee. As there is uncertainty with the date of transfer of ambulance service to the Health Authority, the Town had sought a one year agreement. The City of Red Deer has verbally assured the Town that if another provider uses the Red Deer dispatch services they will attempt to transfer the Town's obligations.

MO 2004.237 Davidson, Cunningham that Council authorize Administration to enter into a three year agreement with the City of Red Deer for the provision of 911 Dispatch Services for the Town of Drumheller. Cd.

8.3.3 RFD – 911 Call Centre Agreement

M. Minchin presented the 911 Call Centre Agreement between the City of Red Deer and the Town of Drumheller. The 911 Call Answer Service provided by the City is a 24 hour / 7 days a week service. Anyone calling 911 within the Town is forwarded to the call center in Red Deer and they forward the call to the 911 Dispatch System. This service is paid directly by telephone users in Drumheller at \$.37 per month per phone line. M. Minchin noted that the Town does have the option of determining who does this service for us.

MO 2004.238 Davidson, Shoff that Council authorize Administration to enter into a three year agreement with the City of Red Deer for the provision of 911 Call Answer Services for the Town of Drumheller. Cd.

8.3.4 Policy C-07-04 Accounts Collections and Write Off

M. Minchin noted that the former Councillors are aware that the Auditors have asked Administration for a Policy to be put into place for Accounts Collections and Write Offs. In response to the Auditor's management letters, Administration has prepared a policy to deal with collecting and write off amounts owed to the Town. Provisions have been included for the charging of interest on accounts receivable as well as authorizing the use of collection agencies. Property taxes will still be collected in accordance with the MGA and utility charges are collected in accordance with the Utility Bylaw #6-98.

MO 2004.239 Shoff, Bertamini moved that Council approve Policy C7-04, Accounts

Collections and Write Off as presented. Cd.

8.4 Director of Community Services

8.4.1 Update on FCSS Annual Convention

S. Blevins reported that he and Darcy Ruecker attended the Annual FCSS Convention in Edmonton held on November 25th to 27th. He advised that D. Ruecker attended the Community Development and Community Programming workshops and he focused on the Affordable Housing sessions. These sessions were presented by Dr. Avi Friedman who spoken on issues such as; the mortgage costs to the home owners must be close to what is being paid for rent; requirement to accommodate citizens that are getting older; this is important with the limited space in long term care facilities. He also gave a session on 10 principles of affordable and liveable community designs for small and medium sized communities. Another session was held on The Home Program which helps low to moderate income people become homeowners. This Program does not build homes it works with the existing available housing. He also attended a session by the Alberta Real Estate Association on Affordable Housing Development for Novices and a joint presentation on Affordable Housing Initiatives in Red Deer, Edmonton and Rocky Mountain House.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

(Quarterly Reports due January, 2005)

- 9.1 CAO
- 9.2 Director of Infrastructure Services
- 9.3 Director of Corporate Services
- 9.4 Director of Community Services

10.0 PUBLIC HEARING DECISIONS

11.0 DELEGATION DECISIONS

12.0 UNFINISHED BUSINESS

13.0 NOTICES OF MOTIONS

14.0 COUNCILLOR REPORTS

14.1 Councillor L. Davidson reported that the DRCDDT's Celebrity Golf Tournament funds were released to the community at their Christmas mixer last week. Ronald McDonald House and the Library received \$8,261.83 each. He further noted that some repairs to the dinosaur are underway while others are still under negotiations.

14.2 Councillor L. Davidson advised that he attended Palliser Regional Planning Services Annual Meeting. A new Board of Directors was appointed, which includes Chairman Doug Lehman from Oyen, Art Standing from Special Areas #2, Barry McLeod from Starland County, Annon Hovde from Village of Linden, Wayne Richardson from County of Paintearth and Councillor Davidson from Drumheller. He further noted that PRPS approved its 2005

Budget with a 5% increase in member requisitions. Drumheller's requisition will go from \$48,595.84 to \$50,865.64.

14.3 Councillor L. Davidson advised that the new Chairman for the Badlands Ambulance Services Society is Steve Wannstrom from Starland County, and the Vice-Chairman is Ben Armstrong from Wheatland County. He also noted that the new ambulance was received on December 14th.

14.4 Councillor L. Davidson advised that he attended the Basic Emergency Preparedness Workshop. He stated that the workshop was well attended by Town staff and members of emergency services.

14.5 Councillor K. Bertamini advised that she attended the RCMP's Drug Awareness Workshop held on December 7th. She noted that a number of municipalities are in different stages of handling drug awareness. The Drumheller group are just in the first stages of getting a drug awareness program started. Councillor K. Bertamini advised that Councillor L. Davidson, Ray Telford and Scott Blevins also attended this workshop. At the next meeting the group will start formalizing the plan and identifying what programs will be taken on. Councillor L. Davidson noted that the program includes participation from young people.

14.6 Councillor S. Shoff provided a report on the Drumheller Public Library. She advised that the customer survey identified that users would like the Library open for more hours. Before this is carried out, budget implications must be identified. The Library is proposing a \$1.00 fee increase for memberships, except for youth. Wheatland County has joined the Marigold System so the Library no longer has to charge non-resident fees. Councillor L. Davidson inquired if the budget includes the fee increase. Councillor S. Shoff was not sure if the budget reflects the increased fees.

15.0 IN-CAMERA MATTERS – MO 2004.240 Cunningham, Davidson. 6:47 P.M. Cd.

15.1 Land Matter – Hillview Subdivision Purchase and Sale Agreement

15.2 Starland Water Supply Agreement

15.3 Bulk Water Sales for Kneehill

MO 2004.241 Sparling, Shoff to revert to regular Council meeting at 8:25 P.M. Cd.

8.1.3 RFD – Appointments to Subdivision and Development Appeal Board

MO 2004.242 Davidson Shoff that Council appoint the following members to the SDAB effective January 1, 2005, with term to expire at the next Organizational Meeting, Carol Ludwig, Don Guidolin and Trevor Gough. Cd.

There being no further business the Mayor declared the meeting adjourned at 8:30 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER