

Town of Drumheller

## COUNCIL MEETING

### MINUTES

July 12, 2004 5:30 PM Council Chambers, Town Hall  
703 - 2nd Ave. West, Drumheller, Alberta

#### PRESENT:

##### MAYOR:

Paul Ainscough

#### COUNCIL:

Karen Bertamini  
Don Cunningham  
Larry Davidson  
Brent Pedersen  
John Sparling  
Harry Stables

#### CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

#### DIRECTOR OF INFRASTRUCTURE SERVICES:

Wes Yeoman

#### DIRECTOR OF CORPORATE SERVICES:

Michael Minchin

#### DIRECTOR OF COMMUNITY SERVICES:

Diana Meller

#### RECORDING SECRETARY:

Linda Handy

### 1.0 CALL TO ORDER

### 2.0 MAYOR AINSCOUGH'S OPENING REMARKS

2.1 Mayor P. Ainscough provided an update on the Canadian Badlands Meeting held on July 6th in Brooks. He noted that he along with CAO, R. Romanetz and three other representatives from Drumheller attended the meeting. The purpose of the meeting was to further discuss the marketing strategy which will be presented to the Provincial government shortly. R. Romanetz stated that the overall discussions were positive and it is hopeful that the process will move ahead quickly. He further stated that the marketing group has no intention of removing this responsibility from the Steering Committee.

2.2 Mayor P. Ainscough advised that on July 8th elected officials and CAOs met in Stettler to discuss the current situation and the importance of water to all affected communities within the Red Deer River basin user group. He noted that he along with Councillors Stables, Bertamini, Cunningham and CAO, R. Romanetz attended the meeting. Their discussions included the organization of a Steering Committee to be composed of members of both urban and rural communities. This committee has been tasked with developing a draft strategy for the group which will include water allocation; protection for the future; funding for protection of the watershed; the funding for municipal projects; initiating an education program for the Red Deer River, including water conservation for municipalities; and lobbying the Provincial and Federal Government. The Red Deer River basin user group will be meeting on September 16th to further develop the strategy and to establish communication with all levels of government regarding the

future of the Red Deer River. Both the Mayor and CAO have been appointed to the Steering Committee. A press release has been prepared by the Chairman.

2.3 Mayor P. Ainscough presented a letter from Chairman Bert Jackson, Kneehill Regional Water Services Commission thanking the Town for our assistance and cooperation in hosting the Ground Breaking Ceremony and Water Supply Agreement Signing on June 24th.

2.4 Mayor P. Ainscough presented the 2003 CAO Performance Evaluation for Council's review.

MO2004.148 Bertamini, Stables that Council approve the evaluation report for the Chief Administrative Officer, R.M. Romanetz as discussed and that the Mayor meet with the CAO to present a copy of the written performance evaluation. Cd.

### 3.0 PUBLIC HEARING

#### 4.0 ADOPTION OF AGENDA

Additions to Agenda: 14.1 Councillor K.A. Bertamini – Sundown Saturdays / Library Update; 14.2 Councillor Cunningham – Communities in Bloom; and 14.3 Councillor J. Sparling - Stampede and Ag Society

MO2004.149 Sparling, Cunningham moved the adoption of the agenda as presented. Cd.

#### 5.0 MINUTES

##### 5.1.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES – June 28, 2004

MO2004.150 Pedersen, Cunningham moved the adoption of the minutes as presented. Cd.

##### 5.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission – June 17, 2004

5.2.2 Municipal Planning Commission – June 25, 2004

##### 5.3 BUSINESS ARISING FROM THE MINUTES

#### 6.0 DELEGATIONS

Mayor Ainscough welcomed Wilf Golbeck, Trustee with Golden Hills School Division to the meeting. He provided the following overview of the division's activities:

- The Division will be modernizing the dormitories to house approximately fifty (50) International students during the upcoming school year; the cost of the renovations to bring the building to code is over \$1. He noted that Alberta has been recognized for having an outstanding educational system and international students look forward to attending our schools.
- A facility review was conducted in consultation with the public. He noted that the Drumheller high school was built 40 years ago to accommodate 1100 students – the school currently has 510 junior and senior high students and in seven years, these numbers are projected to decrease to 470. He further noted that all schools are suffering from enrolment decreases due to demographics and other contributing factors. Considerable amounts of education dollars are spent on building maintenance and utility costs; and currently the proposal is to modernize or build a new school to house all Drumheller students from Kindergarten to Grade 12. Confirmation of grant funding should be received within the next few months.
- He noted that he attended a conference for the promotion of educational tours worldwide. Drumheller is listed as part of the Rocky Mountain tour and he noted that this might be an opportunity for individuals to spend a day or two in the Valley.
- He distributed copies of their June, 2004 school brochure.

Mayor Ainscough thanked Wilf Golbeck for his presentation.

#### 7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

## 8.0 REQUEST FOR DECISION REPORTS

### 8.1 CAO

#### 8.1.1 Downtown Revitalization Project

R. Romanetz stated that the downtown revitalization project for general improvements to move the traffic from the arena to the downtown core were discussed at Council's Committee meeting of July 5th. Funding confirmation for the CFEP funding portion of the project is critical for Council to decide how to proceed. R. Romanetz advised that D. Meller has tried to contact the grant administrators for a response but this has been unsuccessful. Mayor Ainscough agreed to contact Hon. Shirley McClellan to ask for her assistance to impress the urgency. R. Romanetz stated that unless Council provides additional direction, Administration will keep trying to get a commitment from CFEP. The portion of the project approved under the Muni Sponsorship 2004 Grant Program will have to be completed by December 31, 2004. It is proposed that the concrete work will proceed this fall with benches installed at a later date.

#### 8.1.2 RFD – Appointment to Municipal Planning Commission

R. Romanetz advised that two applications were received for the one vacancy that exists on the Municipal Planning Commission. Council received copies of both applications and this matter will be dealt with in camera.

### 8.2 Director of Infrastructure Services

#### 8.2.1 Council Policy C-03-04 – Roadway Inspection and Maintenance Policy

Council Policy C-04-04 – Sewer Inspection and Maintenance Policy

W. Yeoman stated that he had an opportunity to attend the AUMA Member Services workshop on public works liability. The emphasis was placed on municipalities implementing or updating their policies for good due diligence practice. In reviewing Town policies, he noted that two policies should be formally approved: 1) Roadway Inspection and Maintenance; and 2) Sewer Inspection and Maintenance. Both policies have been reviewed by the Town's Risk Management Committee. W. Yeoman noted that by having these policies in place it greatly reduces the risk of having successful claims filed against the Town. R. Romanetz noted that based on legal advice, policies should be approved by the highest municipal authority with the procedural guidelines approved and implemented by Administration.

MO2004.151 Pedersen, Sparling moved to adopt Policy C-03-04 being the Road Inspection and Maintenance Policy.

Councillor Davidson noted that the Roadway Inspection and Maintenance policy should include a clause to remind employees that if they see road break up or potholes they should be recorded. R. Romanetz advised that this is the case now however the clause could be included in the procedural guidelines.

Vote on Motion: Cd.

MO2004.152 Pedersen, Bertamini moved to adopt Policy C-04-04 being the Sewer Inspection and Maintenance Policy. Cd.

### 8.3 Director of Corporate Services

#### 8.3.1 RFD – Awarding of Banking Contract

M. Minchin advised that the Town of Drumheller issued an RFP for Banking Services on June 10th, 2004. The RFP for banking services was for a three year period with the term starting August 1, 2004 and ending July 31, 2007. Copies of the RFP were mailed out to the six financial institutions in Drumheller with four submissions being received. He noted that for the past number of years, the contract has been with Alberta Treasury Branch and it is recommended that ATB Financial be awarded the three year contract. He explained that the proposals were evaluated based on a weighted scoring system out of 100 as well as the overall investment revenue / banking cost analysis.

MO2004.153 Sparling, Davidson that Council award the town's 2004-2007 Banking Services Contract to the ATB Financial Branch in Drumheller, Alberta.

Councillor Pedersen expressed concerns relating to the borrowing problems experienced with ATB on Drumheller and District Senior Foundation's building project and asked if this was taken into consideration when making the decision. M. Minchin noted that long term borrowing is excluded from the banking contract. This allows for an opportunity to explore other lending options, if the Town so chooses.

Councillor Sparling asked if working relationships were a consideration. M. Minchin noted that there have been no concerns with any working relationship with the financial institutions, and if there were, these considerations would have been factored into the decision process. R. Romanetz concurred with Councillor Pedersen's comments and noted that if the Town experiences a poor working relationship with a banking institution this should be considered.

Mayor Ainscough asked if banking fee costs are considered. M. Minchin noted that all factors in terms of the proposal are considered, including any bank servicing costs which are netted against any banking revenue received. M. Minchin stated that after reviewing all factors, the ATB had submitted the best banking proposal.

Vote on Motion: Cd.

#### 8.3.2 RFD – Awarding of Legal Services Contract

M. Minchin advised that the Town of Drumheller issued an RFP for legal services on June 9th for a three year period starting August 1, 2004 and ending July 31, 2007. He noted that copies of the RFP were mailed out to all local Drumheller law firms with the exception of Councillor Sparling's firm. The Town received one proposal in response to the RFP from the firm of Ross, Todd & Company. Their submission met all the criteria outlined in the RFP and it is recommended that Council accept their proposal. He further noted that the net costs are included in the RFD, which are based on 2003 billable hours.

MO2004.154 Stables, Bertamini that Council award the Town of Drumheller 2004-2007 Legal Services Contract to Ross, Todd & Company of Drumheller, Alberta for the period of August 1, 2004 to July 31, 2007.  
Cd.

#### 8.3.3 Financial Statements to June 30, 2004

M. Minchin presented the second quarter financial statements to June 30, 2004. He stated that the bulk of capital projects will not be completed until August. He noted that a long term investment report was received today and he will present a report to Council in August - a number of investments either mature or have been recalled by the lender. He further noted that interest rates continue to fall. GST has now been filed to the end of June - the GST amount which is retroactive to February 1st is not as high as initially expected. Councillor Davidson asked if these GST dollars could be designated for a shelf project. M. Minchin noted that if Council wishes to use these dollars elsewhere a motion is required. R. Romanetz advised that options are available in Capital Financial Strategy and recommendations will be brought forward for Council's direction. He further advised that a 3% GST expenditure is built into the Capital Plan.

#### 8.4 Director of Community Services

### 9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

CAO – Questions from Council – What is the anticipated date for the Staff Sgt. to commence his position? Is the detachment operating at full complement? R. Romanetz advised that the Staff Sgt. should commence employment by late August / early September. He advised that at the last Management meeting, Cpl. Lavallee indicated that a number of officers were arriving this summer and they should be at full complement possibly by the end of August.

9.1 Director of Infrastructure Services – Questions from Council – SIP Program clarification? W. Yeoman advised that SIP includes: 19th St. E., North Railway Ave. from 2nd

St. E. to 4th St. E., 10th Ave. SE west of 2nd St. SE, 2nd Av. NW – 17th St. NW to 15th St. NW, Premiere Road from South Dinosaur Trail to end of existing pavement, and miscellaneous road repairs, pedestrian trail asphalt overlays and concrete sidewalk replacement. When will the Mosquito Spraying program commence? W. Yeoman advised that the spraying will be carried out by both the contractor and personnel – the Midland ball park has been sprayed. Council asked for a West Nile update. W. Yeoman stated that he would provide this information to Council within the next few days.

9.2 Director of Corporate Services

9.3 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 Bertamini recognized the efforts of the organizers of the Sundown Saturday events.

She further noted that there is a library board vacancy with the departure of Mrs. Brenner from the community. She thanked Mrs. Brenner for her service on this board.

She further noted that the AUMA Social Housing Committee has completed the Social Infrastructure Discussion Paper. If Council wishes, a copy is available from CAO, R. Romanetz. A copy of the document will be distributed to members at the AUMA 2004 Fall Convention.

14.2 Councillor Cunningham recognized the efforts of the Communities In Bloom Committee whose float took first prize in the Canada Day parade. He further noted that the topiary dinosaur will be placed in Petro Canada Park shortly. He recognized the efforts of Gerri Leach who has resigned from the Committee as her husband has been transferred to Edmonton. He noted that Chairman Pedersen has inquired if power can be provided in the park.

14.3 Councillor Sparling announced that the Stampede & Ag Society will host the 4th Annual Badlands Dinosaur Derby Chuckwagon Races on August 6-8. Chuckwagon races will start Friday at 6:30 PM and will continue Saturday and Sunday at the same time. The rodeo will be held from 2:00 PM – 4:30 PM on Saturday and Sunday. He thanked the supporters throughout the community and the Town for their in-kind work. He recognized the many Town employees who have volunteered their service at this event.

15.0 IN-CAMERA MATTERS @ MO2004.155 Sparling, Stables to go in camera at 6:50 PM. Cd.

15.1 Land Matter – Lots 6-10, Block 11, Plan 9710916

15.2 Land Matter – Block 9, Plan 8310210

15.3 Land Matter – Lot 5, Block 1, Plan 0113494

15.4 Land Matter – Hillview Subdivision

15.5 SDAB Matter

15.6 MPC Appointment

15.7 Special Council Meeting

MO2004.156 Pedersen, Sparling to revert to regular Council meeting at 8:08 PM. Cd.

15.1 Land Matter – Lots 6-10, Block 11, Plan 9710916

MO2004.157 Davidson, Stables that Council approve the addendum to the Agreement of the Offer to Purchase between the Town of Drumheller and Cobra Contracting Drumheller Ltd. dated August 21st, 2003 with an amendment to Clause 2(c) from fourteen (14) days to twenty-one (21) days.

Defeated.

15.2 Land Matter – Block 9, Plan 8310210

MO2004.158 Pedersen, Sparling that Council reduce the utility easement on Plan 8310210 Block 9 Lot 15 from 30 ft. to 15 ft. to allow for the placement of the proposed building. Cd.

15.6 MPC Appointment

MO2004.159 Davidson, Stables appoint Mr. Bob Greene to the Municipal Planning Commission for a one year term. Cd.

There being no further business the Mayor declared the meeting adjourned at 8:18 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER