

Town of Drumheller

COUNCIL MEETING

AGENDA



June 13, 2005 4:30 PM Council Chambers, Town Hall
703 - 2nd Ave. West, Drumheller, Alberta

PRESENT:

MAYOR:

Paul Ainscough

COUNCIL:

Karen Bertamini

Don Cunningham

Larry Davidson

Karen MacKinnon

Sharel Shoff

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:

Linda Handy

ABSENT: Councillor John Sparling

1.0 CALL TO ORDER

2.0 MAYOR AINSCOUGH'S OPENING REMARKS

2.1 Mayor P. Ainscough presented a letter from Premier Ralph Klein acknowledging the Mayors and Reeves' letter regarding the financial impact the provincial tourism sign initiative will have on municipalities and businesses. In his letter, Premier Klein advised that he has forwarded the concerns to Hon. Dr. Lyle Oberg, Minister of Infrastructure and Transportation.

2.2 Mayor P. Ainscough presented a letter from Dr. Lyle Oberg, Minister of Infrastructure and Transportation in response to the Mayors and Reeves' letter regarding upgrading the

remaining sections of Highway 9 West. In his letter, Dr. Lyle Oberg advised that the reconstruction of Highway 9 West remains a priority. He further advised that the Highway 9 projects include the section from Drumheller to east of Highway 840, which was tendered in 2004 and is expected to be completed in 2005. The next two projects, from east of Highway 840 to east of Highway 836, and from east of Highway 836 to Highway 21, are included in the current three-year construction plan.

2.3 Mayor P. Ainscough presented a letter from Dr. Lyle Oberg, Minister of Infrastructure and Transportation in response to the Mayors and Reeves' letter regarding impact of oil and gas drilling traffic on municipal roadways. He advised that the Province recognized the demands placed on infrastructure from economic growth and activity in the oil and gas industry. He further advised that the current Resource Road Program, Alberta Municipal Infrastructure Program and the New Deal for Cities and Communities are grant programs intended to provide funding assistance for rural municipalities to upgrade local roads to this type of traffic.

2.4 Mayor P. Ainscough presented a letter from Hon. Harvey Cenaiko, Solicitor General which announces an increase to municipal policing grants from \$37 million to \$43.3 million in 2005-06 to help ease the financial burden on smaller towns and cities responsible for their own policing.

2.5 Mayor P. Ainscough presented a letter from Hon. Rob Renner, Minister of Municipal Affairs which announces the 2005/06 Municipal Sponsorship Program.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Correction to Agenda : 8.2.1 Rosedale Water Forcemain should be Rosedale Wastewater Forcemain; Additions to Agenda 14.4 Councillor L. Davidson - DRC DT; 14.5 Councillor L. Davidson - PRMS; 14.6 Councillor L. Davidson – Seniors Week; 14.7 Councillor S. Shoff – Drumheller Public Library; 14.8 Councillor S. Shoff - Valley Bus Society; 14.9 Councillor K. Bertamini – AUMA Community Infrastructure Meeting

MO2005.127 Shoff, Bertamini moved the adoption of the agenda as amended. Carried.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Council Regular Meeting - May 16, 2005

MO2005.128 Cunningham, Shoff moved the adoption of the minutes as presented. Carried.

5.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

5.2.1 Management Committee Meeting Minutes – May 10, 2005

5.2.2 Management Committee Meeting Minutes – June 7, 2005

5.2.3 Municipal Planning Commission - April 29, 2005

5.2.4 Municipal Planning Commission – May 5, 2005

5.2.5 Municipal Planning Commission – May 12, 2005

5.2.6 Municipal Planning Commission – May 26, 2005

Councillor L. Davidson queried the number of Palm Pilots being purchased and the cost. R. Romanetz stated that the Town will probably purchase two palm pilots at the cost of \$800.00 each.

Councillor K. Bertamini asked how the Town will calculate unaccounted water usage. R. Romanetz explained that Administration will review the plant records and any discrepancies will be noted. Secondly, a number of facilities that were not metered are now metered and this information will be calculated to project quantities, also taking into account inventories of parks and sprinkler heads to arrive at a figure for unaccounted water.

Councillor L. Davidson asked the status of Starland Water Agreement. R. Romanetz advised that discussions are ongoing between the municipalities' solicitors and the agreement should be presented to Council shortly.

5.3 BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

Mr. Terry Kuhl, on behalf of representatives from Motorcycle Cycle Madness, DRC DT, Wayne Rally and Downtown Merchants asked Council if they could purchase a blanket vendor license by their Society which would be solely for their event. He explained that in discussions with vendors they feel that the \$200.00 fee for the weekend is too high and the Society is having difficulty getting vendors to the event. If agreeable, the Society would purchase the one blanket license and, in turn, recover their cost by charging the vendors a nominal fee. T. Kuhl advised that the vendors would sell both in the downtown core and prior to the event be set up at the Canadian Tire parking lot. Mayor Ainscough advised that in speaking with Dave Powell, the Downtown Merchants have no objections to the vendors being set up in the downtown core. R. Romanetz stated that from an administrative point of view, everyone should be treated equally. It was noted that the individual vendor license fee under the current licensing bylaw would be in the amount of \$200.00 and this would allow the vendor to have a month long vendor license. T. Kuhl advised that the vendors would only be asking for a three day vending license. R. Romanetz noted that the MPC has approved the Wayne Rally permit and their organizers have asked that there be no vendors in the Wayne area.

Mayor thanked the delegation for their presentation and advised that Council would consider the matter later in the meeting.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 Bylaw 10.05 being a bylaw for the purpose of borrowing \$375,712 to finance the Rosedale Wastewater Forcemain Project – Second and Third Reading

R. Romanetz presented Bylaw 10.05 which received first reading on May 2nd. He stated that before Council proceeds with further readings Administration needs to provide an update on the project as the bylaw is dependent on the review of the proposal. Tenders closed for this project on May 12th and the lowest tender was in the amount \$1.7 million which was considerably over the budgeted amount. It was initially proposed that the project cost would be funded one-third / two-thirds with the remainder through the borrowing bylaw in the amount of \$375,712. In discussions with ICAP grant administrators, the project can be divided into two components with the understanding that other sources of funds would be required for the completion of the second component. One is the construction of the new forcemain from the Rosedale to the Drumheller Treatment Plant which could be completed within the original budgeted amount under the ICAP Program. The second component is the Lift Station retrofit, associated electric work and some forcemain installation with Rosedale. This second component is deemed to be eligible under the Alberta Municipal Water and Wastewater Program (AMWWP) but would require full borrowing at this time as grant funding has not been approved. If the project does not proceed, the Town would lose the ICAP funding.

R. Romanetz explained that there are two main reasons why the tenders came in 50% higher; firstly there is a shortage of contractors and secondly, the province requires that the Town place the line outside of the right of way which meant directional drill which may involve risks associated with this type of work, such as sandstone. Since these risks are unknown, all three contractors bid a higher price – all bids were within 5% of each other. Administration is recommending installing only a portion of the infrastructure within the right of way for cost savings. Alberta Transportation is agreeable to this option however the Town may be asked to sign a document in case further road widening is required – the Town would bear the costs of relocating the line. The low bidder, BYZ Construction Ltd., agreed that if they are able to move directional drilling quickly, the savings would go to the Town in the range of 75,000 - \$100,000.

Approval date for the second phase of the project is underdetermined. If the funding approval does not come through within the timeframes of the project construction, the town may have to borrow the entire amount and infrastructure grant dollars may have to be designed for this project. It is recommended that the forcemain installation (revised Schedule A) be completed under this contract utilizing approved ICAP funding in the amount of \$759,000 with long term borrowing to be \$429,622 therefore an additional bylaw is required for \$153,750. Administration is asking Council to award the full project as the second phase would still proceed regardless if grant funding in place. Administration intends to work with the \$1.2 million dollar budget. W. Yeoman explained that both grant

programs require separate schedules as they are two distinct projects.

R. Romanetz recommended proceeding to second and third readings to Bylaw 10.05 as there have been no petitions or comments from the public following the advertising phase.

MO2005.129 Davidson, Bertamini for second reading to Bylaw 10.05. Carried

MO2005.130 Cunningham, Shoff for third reading to Bylaw 10.05. Carried.

8.1.2 RFD – Municipal Planning Commission Vacancy

R. Romanetz presented four applications from Mr. Ray Page, Mr. Harry Stables, Mrs. Irene Doucette and Mr. Bob Pugh. He recommended that Council refer the matter to incamera for a secret ballot vote. Council agreed.

8.1.3 RFD – Palliser Regional Municipal Services Regional Safety Code Administration Agreement

R. Romanetz advised that Palliser Regional Municipal Services (PRMS) and the Town of Drumheller propose to enter into an agreement for the provision of administrative services for the delivery of Safety Codes. PRMS will compensate the Town for providing these services.

MO2005.131 Davidson, Shoff that Council approve the agreement with Palliser Regional Municipal Services for the Town to provide administrative services for the delivery of Safety Codes to expire on December 31, 2005. Carried.

8.1.4 Report on Canadian Association of Municipal Administrators Conference

R. Romanetz presented a written report summarizing Canadian Association of Municipal Administrators Conference and Federation of Canadian Municipalities Conference presentations.

8.1.5 Report on HiHo Demolition

R. Romanetz advised that demolition completed and the Town will continue to lobby the province for redevelopment costs.

8.1.6 Bylaw 16.05 being a bylaw for the purpose of borrowing \$615,000 to finance the Rosedale Wastewater Forcemain Project – First Reading

R. Romanetz recommended that Council give first reading to Bylaw 16.05 to allow for the advertising to proceed.

MO2005.131 Bertamini, MacKinnon for first reading to Bylaw 16.05. Carried.

MO2005.132 Davidson, Bertamini for Administration to write a letter to the Town's Consultants expressing concern with their low estimates on capital projects. Carried.

8.2 Director of Infrastructure Services

8.2.1 RFD - Rosedale Wastewater Forcemain

W. Yeoman referred to comments presented earlier in the meeting under Agenda Item 8.1.1.

MO2005.133 Bertamini, Shoff that Council reject all tenders and authorizes Administration to negotiate a contract with the lowest bidder BYZ Construction Ltd.; and further that Council approves the award of Schedule A of the revised contract to BYZ Construction Ltd. in the amount not to exceed \$1,021,720.00; and further that Council approves the award of Schedule B, C, and D of the revised contract to BYZ Construction Ltd. in the amount not to exceed \$546,365 subject to the approval of a borrowing bylaw for this portion of the works.

Councillor Bertamini asked that the motion be amended to \$1,021,720.00 plus engineering costs. Councillor Shoff agreed to the change.

MO2005.133 AMENDED Bertamini, Shoff that Council reject all tenders and authorizes Administration to negotiate a contract with the lowest bidder BYZ Construction Ltd.; and further that Council approves the award of Schedule A of the revised contract to BYZ Construction Ltd. in the amount not to exceed \$1,021,720.00 plus engineering costs; and further that Council approves the award of Schedule B, C, and D of the revised contract to BYZ Construction Ltd. in the amount not to exceed \$546,365 subject to the approval of a borrowing bylaw for this portion of the works. Carried.

8.2.2 Downtown Revitalization Report

W. Yeoman advised that the design for the Downtown Revitalization Project has been finalized for Riverside Drive and Centre Street. This phase of the project will include textured concrete, decorative street lights and the steel arch. R. Romanetz advised that a meeting is being arranged for the Downtown Merchants to tour Cochrane's downtown improvements as Urban Systems also designed Cochrane's project which is similar in nature. Construction is proposed to commence late in the summer. The project will be broken in phases and managed by the Town Administration. W. Yeoman stated that although the project is interconnected, contractors will bid on specific jobs. Councillor Bertamini stated that Council has not approved the project as a whole. R. Romanetz concurred and stated that the second phase of the project will be presented to Council for their consideration.

8.3 Director of Corporate Services

8.3.1 RFD – Request for Tax Cancellation (Legal Description: Lots 1 & 2 Block 2 Plan 678CR)

M. Minchin advised that the Turners have requested that the Town cancel the 2005 property taxes for the residence located at Lots 1 and 2, Block 2, Plan 678CR. He explained that the residence was destroyed by an explosion and fire on January 21, 2005. A replacement house was completed on May 21, 2005. He recommended that the improvement portion of the taxes be cancelled from January 18th – December 31st, 2005.

The new house will be added for supplementary taxes for a portion of the year only. In response to a question from Council, he advised that the Municipal Government Act uses December 31st as the deadline for assessment values for determining 2005 taxes.

MO2005.134 Bertamini, MacKinnon that Council approve the cancellation of \$1,968 in 2005 property taxes for the property described as Lots 1 and 2, block 2, Plan 678CR.

Discussion on the Motion:

Councillor L. Davidson asked if the portion of assessment relating to the garage was cancelled as well. M. Minchin stated that 100% of the entire improvements was cancelled. Councillor Davidson asked that the garage portion be broken out. M. Minchin stated that this would only amount to \$80.00. Councillor Bertamini asked if the Town would be responsible for the school portion of the taxes. M. Minchin confirmed yes.

Vote on motion: Carried.

8.3.2 RFD – Tax Recovery Property Offer to Purchase (Legal Description: E ½ of Lots 28 & 29 Block 8, Plan 4653BC)

M. Minchin stated that the Town has received an offer on a parcel of land from Mr. Terry Armstrong. The parcel in question is the East ½ of Lots 28 & 29, Block 8, Plan 4653BC. The other half is owned by Mr. Armstrong. He further noted that the land has limited value because it does not front onto a street and access is limited to a back lane. Mr. Armstrong is offering \$5,000 plus GST.

MO2005.135 Shoff, Cunningham that Council accept the offer of Mr. Armstrong for the East ½ of Lots 28 and 29, Block 8, Plan 4653BC in the amount of \$5,000.00 plus GST. Carried.

8.3.3 April Financial Statements

M. Minchin presented the Financial Statements for the period ending April 30, 2005 for Council's information. He explained that due to an error by Municipal Affairs on linear assessment, the Town will receive \$3,000.00 less in property taxes in 2005. He further noted that the appeal process is a long drawn out process. He explained that the actual appeal is done by the utility company and the majority of assessments on linear property are being appealed. He stated that there is a significant surplus because expenses are relatively low at this time of year and they will balance out in the late fall. As well, the police grant is higher than budgeted for which equates to an unbudgeted amount of \$135,000.

8.3.4 First Quarter Investment Report

M. Minchin presented the first quarter Investment Report for Council's information.

8.4 Director of Community Services

8.4.1 Report on the Hillview Lot Draw

S. Blevins advised that the lot draw was held on June 7th with a total of five R-1 Lots being sold to two contractors.

8.4.2 Community Facility Update

S. Blevins advised that there will be total of 70 interviews conducted by Randall Conrad Associates Ltd. on June 21st and 22nd – 31 groups have been identified to provide input. Council and Town Administration will be interviewed as well on these date. In response to a question, R. Romanetz stated that the final report will include operating costs and any potential energy saving costs. The Committee will also be pursuing corporate sponsorship. A tour of Bonnyville's facility will be arranged shortly.

8.4.3 July 1st Events

S. Blevins distributed a calendar of the activities for Council's information.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION (Quarterly Reports due August, 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

Discussion held on blanketing licensing fee, period of days required for license and locations.

MO2005.136 Bertamini, Shoff that Council approve a blanket vendor license in the amount of \$500.00 for July 9th, 2005; and further that the vending area be confined to the downtown core; and further that the Downtown Merchants be responsible for clean up of the vending area.

Clarification on the Motion.

S. Blevins stated that if the vendors wish to sell within the community prior to or after the event, they must purchase the vending license under the current bylaw in the amount of \$200.00. He requested that the Society provide a list of vendors that they have issued licenses to in the downtown core.

Vote on Motion: Carried.

12.0 UNFINISHED BUSINESS

13.0 NOTICES OF MOTIONS

14.0 COUNCILLOR REPORTS

14.1 Councillor S. Shoff – FCM Conference Report

Written report filed for information.

14.2 Councillor K. MacKinnon – FCM Conference Report

Councillor K. MacKinnon presented a verbal report on her activities at the FCM Conference. She attended workshops on environment sustainability and best practices.

14.3 Councillor D. Cunningham – FCM Conference Report

Written report filed for information.

14.4 Councillor L. Davidson – DRCDT

Councillor L. Davidson stated that currently the Business Development Corporation falls under the umbrella of Drumheller Regional Chamber of Development and Tourism however they will undergo major organizational changes to operate as separate entities in the near future. The Tourism Information Centre will be the responsibility of the DRCDT. He stated that there are outstanding items to be addressed. R. Romanetz stated that the Town needs to review the current agreement to ensure that matters are addressed and the current level of service remains.

14.5 Councillor L. Davidson – Palliser Regional Municipal Services

Councillor L. Davidson stated that PRMS is conducted interviews for a Director and Planner. The board has recruited the services of Dennis Pommen to assist with this process and it is hopeful that the positions will be filled by September. Until that time, Mr. D. Fleming has agreed to contract his services for a period of 60 days at the same rate of remuneration with a 10% benefits cost. Annual meeting to be held on June 23rd in Hanna.

14.6 Councillor L. Davidson – Seniors Week – June 6th – 12th

Councillor L. Davidson advised that he represented Mayor and Council at the Seniors Luncheon sponsored by the Drumheller Hospital on June 6th.

14.7 Councillor S. Shoff – Drumheller Public Library

Councillor S. Shoff advised that the Drumheller Public Library will present their business plan to Council in the near future. The board will be commemorating the efforts of the late Gay Ross for her many years of involvement at the library.

14.8 Councillor S. Shoff - Valley Bus

Councillor S. Shoff advised that the Society bylaws were reviewed at their last regular meeting held in May. The Society will be volunteering at the Calgary Casino for fund raising purposes.

14.8 Councillor K. Bertamini – AUMA's Community Infrastructure Meeting

Councillor K. Bertamini provided the following highlights from the above noted meeting: developing an advocacy plan for ambulance as province and municipalities have not sorted this matter out yet; developing a strategy for policing, special constable review on employment responsibilities - AUMA will write a letter to restate the current roles what the special constables should be doing – consistent with current principles – send a letter out to municipalities encouraging them to fill out the questionnaire; President's Summit to be held July 19th and 20th (social issues that are provincial responsibilities) Administration and Council should attend; new deal dollars guidelines an integrated community sustainability plan conference – one topic build a framework for this plan; and discussion held on insurance premiums.

Councillor K. Bertamini asked Administration to forward a letter of thanks to Ainslee Burnett for her service on the Housing Administration Board. Ms. Burnett has resigned as the maximum length of service is three terms. The vacancy will be advertised in the Drumheller Mail.

15.0 IN-CAMERA MATTERS MO2005.137 Shoff, Davidson to go incamera at 7:25 PM. Cd.

15.1 Industrial Land Development Strategy

MO2005.138 Bertamini, Shoff to revert to regular Council Meeting at 8:06 PM. Carried.

8.1.2 Appointment to the Municipal Planning Commission

MO2005.139 Bertamini, Davidson that Council appoint Mr. Bob Pugh to the Municipal Planning Commission for a three year term to expire on the date of Council's Organizational Meeting in October, 2008. Carried.

There being no further business the Mayor declared the meeting adjourned at 8:10 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER