

# **Town of Drumheller**

## **COUNCIL MEETING**

### **MINUTES**



**October 17, 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  
John Sparling

##### **DIRECTOR OF INFRASTRUCTURE SERVICES:**

Wes Yeoman

##### **DIRECTOR OF CORPORATE SERVICES:**

Michael Minchin

##### **DIRECTOR OF COMMUNITY SERVICES:**

Scott Blevins

##### **RECORDING SECRETARY:**

Linda Handy

**ABSENT:** Ray Romanetz, CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

### **1.0 CALL TO ORDER**

### **2.0 MAYOR AINSCOUGH'S OPENING REMARKS**

2.1 Notice of Motion for Organizational Meeting to be held on October 31, 2005 at 4:30 PM.

**MO2005.200** Bertamini, Sparling that Council's Annual Organizational Meeting be held on October 31, 2005 at 4:30 PM. Carried.

2.2 Mayor Ainscough proclaimed Library Week to be held from October 17 to 24, 2005.

2.3 Mayor Ainscough proclaimed Citizenship Week to be held from October 17 to 23, 2005.

### **3.0 PUBLIC HEARING**

- 3.1 The purpose is to consider an application to amend Land Use Bylaw No. #36-98 Schedule A, the Land Use District Map is hereby amended by redesignating: Parcel A & Parcel B, Plan 1834 FS and a portion of SW ¼ Section. 32-28-19-W4M from "A" – Agricultural District to "SHR" – Small Holding Residential District.

Mayor Ainscough called the public hearing to order at 4:35 PM.

Mayor Ainscough asked if there were any written submissions. Recording Secretary, L. Handy advised there were no submissions.

Mayor Ainscough asked if anyone was present to speak in favour or against the proposal. Jeff Paarup asked to speak in favour of the application. No other speakers.

Jeff Paarup stated that he and his wife wish to subdivide the property into acreages for further development. He stated that the current designation of agricultural is not suitable because it is difficult for farmers to bring equipment in to farm the land. It is also their intent to build a house on one of the lots in the near future.

Mayor Ainscough asked if there were any questions from Council.

Councillor J. Sparling asked how the properties would be secured in the event of flooding. Jeff Paarup stated that in discussions with PRMS and Ray Romanetz, CAO, it was agreed that the living area on each parcel would have to be above the 1:100 flood plain – this will impact only a few of the lots. He further noted that there was no water on the property in June as a result of the flood. He stated that there will be conditions concerning the 1:100 flood plain on the subdivision approval.

Councillor D. Cunningham asked how the water line would be extended and what type of sewer system would be installed. Jeff Paarup stated that the water line would be extended adjacent to the railway tracks and then along the front of the subdivided properties. He stated the property would be served by a field system however he is hopeful that the municipal sewer system will be extended in the near future.

Councillor L Davidson asked if the CN land has been secured. Jeff Paarup stated that the CN crossing property has not been secured yet however the initial step was to redesign the property and then pursue the land acquisition with CN. He stated that he has entered into an agreement with the Town for the portion of ER land.

Mayor Ainscough closed the Public Hearing at 4:40 PM.

#### **4.0 ADOPTION OF AGENDA**

**MO2005.201** Davidson, Cunningham moved the adoption of the agenda as presented. Carried.

## **5.0 MINUTES**

### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

#### **5.1.1 Council Regular Meeting - October 3, 2005**

**MO2005.202** Bertamini, Shoff moved the adoption of the regular Council meeting minutes of October 3, 2005. Carried,

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

#### **5.2.1 Municipal Planning Commission – September 15 & 29, 2005**

### **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**

### **8.2 Director of Infrastructure Services**

### **8.3 Director of Corporate Services**

#### **8.3.1 RFD – Tax Sale December 12, 2005**

M. Minchin advised that as part of the tax recovery process under the Municipal Government Act, properties with a tax caveat registered against them in 2004 must be offered for public auction one year after the date of the tax caveat. Council must set the terms and reserve bids for the properties in question, traditionally the assessment value of the property has been used to determine the sale amount. In the past, the terms have been cash and the reserve bid for each property has been equal to its current year's assessment. He recommended that the auction date be December 12<sup>th</sup>.

**MO2005.203** Davidson, Shoff that Council use the 2005 property assessment as the reserve bid price for properties for the tax recovery auction on December 12, 2005. Furthermore, the successful bidder must pay via cash, money order or certified cheque.

#### **Clarification on Motion:**

Councillor J. Sparling asked if a bank draft would be acceptable as an individual can place a stop payment on a certified cheque. M. Minchin stated yes and that any certified cheque is cashed before the title is transferred. Councillor L. Davidson asked if there has been a problem with setting the sale price based on assessed value as opposed to market value. M. Minchin stated that an appraisal would be carried out if there was a large parcel

involved. He further noted that assessed value versus market value is Council's decision.

Vote on Motion: Carried.

#### 8.3.2 Alberta Municipal Services Corporation – Additional Named Insureds Update

M. Minchin stated that additional names (ANI's) insured will have a one year extension to the end of December, 2006 on the Town's policy however he encourages that they seek other alternatives in the near future. In response to a question, he explained that as part of property appraisal, all ANI's were appraised. This information was not forwarded to the Community Associations. and will be made available to them shortly.

#### 8.3.3 RFD – 2005-2009 Auditing Services Contract

M. Minchin stated that in September of this year, the Town issued a request for proposal (RFP) for the Town's auditing requirements for 2005 to 2009. Also included in the RFP was auditing for the Library, FCSS, Solid Waste Association, Ambulance Association and Recycling Association, as well as a special grant review. The Town is responsible for the entire cost of all but three of these additional audits of which the Town pays only a portion of the cost as a member. The proposal deadline was September 30<sup>th</sup> and the Town received three proposals. A number of conditions were placed in the RFP including the need for a professional accounting designation of the supervising accountant, previous municipal auditing experience and the requirement to prepare the financial statements and financial information return for the Town. Based on the above criteria, Administration is proposing that the 2005-2009 auditing services contract be awarded to the accounting firm of Gitzel, Krejci, Dand & Peterson of Stettler, Alberta.

**MO2005.204** Bertamini, Sparling that the Town of Drumheller award the 2005-2009 auditing services contract to the firm of Gitzel, Krejci, Dand & Peterson of Stettler.

#### Clarification on Motion:

Councillor K. Bertamini asked if the Library books are not in the proper order, will there be a fixed rate charged per hour. M. Minchin noted that all audit firms charge this additional fee, however it is his intent to meet with the audit firm to review their expectations – this was part of the requirement with the former auditors who charged extra fees for books not in the proper order. Councillor L. Davidson asked if the Ambulance Society would be billed separately. M. Minchin confirmed that the Ambulance Society is included in the tender for one year only and a separate audit request for proposal will be put forward once the governance of the organization has been finalized. The reason the Town includes third parties in the tender is because the Town does the accounting for these organizations. In response to question on the selection process, M. Minchin explained that the expertise from all firms who submitted proposals met or exceed the Town's expectations and it would then be determined based on the lowest bid.

Vote on Motion: Carried.

## **8.4 Director of Community Services**

### **9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION (Quarterly Reports due October, 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**

- 10.0 Bylaw 22-05 – Second and Third Readings

**MO2005.205** Bertamini, Sparling for second reading to Bylaw 22.05. Carried.

**MO2005.206** Shoff, Davidson for third reading to Bylaw 22.05. Carried.

### **11.0 DELEGATION DECISIONS**

### **12.0 UNFINISHED BUSINESS**

### **13.0 NOTICES OF MOTIONS**

### **14.0 COUNCILLOR REPORTS**

- 14.1 Councillor Reports A.U.M.A.

The following highlights of the AUMA Convention held in Calgary from October 5<sup>th</sup> – 8<sup>th</sup> were presented by Council:

Councillor D. Cunningham – RCMP's K Division meeting was informative; attended session on citizen engagement which is part of the democratic process – governments should be transparent with citizens participation in policy development; interaction between politicians and citizens reduces distrust and builds stronger communities;

Councillor L. Davidson – AUMA needs to be challenged to find more informative sessions which offers new information and new perspectives; emergency services session was excellent – electronic voting speeds up the process which was their most significant improvement; he welcomed networking opportunities;

Councillor K. Bertamini – agreed with electron voting process; positive improvement in allowing all attendees to hear all speakers instead of breakout groups; emergency services was well attended and informative however not sufficient time for questions; RMCP meeting - encouraging to hear that the province has included a fund for larger incidents that are unbudgeted for by municipalities

Councillor Shoff – attended an informative session on the overview of the Municipal Government Act; trade show was excellent and had the opportunity to meet the suppliers that provide the Town with services and products; enjoyed the opportunity to network; MLA's answers were disappointing; RCMP meeting was informative;

Councillor K. MacKinnon - AUMA starting a committee that is going to meet with aboriginal leaders which is important for social infrastructure as Canada appears to be overlooking the viewpoints of our first nations people; leadership workshop well attended and leadership qualities were identified – out of 200 people only one person identified humility which is a key to successful government.

Mayor P. Ainscough thanked Councillor J. Sparling for taking care of the local affairs while Council attended the AUMA Convention.

**15.0 IN-CAMERA MATTERS MO2005.207** Shoff, Sparling to go incamera at 5:20 PM.

Carried.

15.1 CAO Evaluation

15.2 Committee Appointments

**MO2005.208** Cunningham, Shoff to revert to regular Council Meeting at 6:30 PM.

Carried.

There being no further business the Mayor declared the meeting adjourned at 6:30 PM.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER