

Town of Drumheller

COUNCIL MEETING

MINUTES



February 21, 2006 4:30 PM Council Chambers, Town Hall
703 - 2nd Ave. West, Drumheller, Alberta

PRESENT:

DEPUTY MAYOR: Don Cunningham

COUNCIL:

Karen Bertamini
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:
Linda Handy

ABSENT: MAYOR Paul Ainscough

1.0 CALL TO ORDER

Councillor Larry Davidson was sworn in as Deputy Mayor for the months of March and April, 2006

2.0 DEPUTY MAYOR CUNNINGHAM'S OPENING REMARKS

2.1 Deputy Mayor D. Cunningham presented a letter from Hon. Rob Renner, Minister of Municipal Affairs regarding funding for emergency management training as a special initiative under the Municipal Sponsorship Program.

2.2 Deputy Mayor D. Cunningham presented a letter from Hon. Guy Boutilier, Minister of Environment in response to Mayor Ainscough's letter regarding the proposed South

Saskatchewan River Basin (SSRB) Water Management Plan. In his letter, Hon. Boutilier states that finding a balance between water consumption and protection of the aquatic environment is a challenge that the Province takes seriously. He further notes that he will attend the next Red Deer River Municipal User Group meeting scheduled for March 16th in Drumheller to discuss the recommendations brought forward in the SSRB Water Management Plan.

2.3 Deputy Mayor D. Cunningham presented a letter from Hon. Iris Evans, Minister of Health and Wellness regarding Alberta's Third Way in health service delivery. In her letter, Hon. Evans states that the Alberta's Third Way creates new options and choices that will strengthen the health care system.

2.4 Deputy Mayor D. Cunningham proclaimed Freedom to Read Week is February 26 to March 4, 2006.

2.5 Deputy Mayor D. Cunningham presented information on the Annual Kidney Foundation March Drive from March 1st to March 16th, 2006.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

8.3.2 Janitorial Services; 14.1 Councillor K. MacKinnon - Remax Letter – Secondary Suites

MO2006.53 Bertamini, Sparling 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 - February 6, 2006

MO2006.54 Shoff, Mackinnon moved the adoption of the minutes of the regular Council meeting of February 6, 2006 as presented. Carried.

5.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission – January 12, 2006

5.2.2 Management Meeting Minutes – January 31, 2006

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 RFD – Telus Local Calling Area Expansion

R. Romanetz advised that in September, 2005 Council authorized Administration to contact all affected municipalities to determine whether they will support Drumheller's request to the CRCT. Those affected municipalities have now provided letters of support. Administration wishes to proceed to the next step of the process which is to forward the letters to Telus and request Telus to do a cost analysis to determine rates.

MO2006.55 Bertamini, Sparling that Council authorize Administration to forward letters of support from the affected municipalities to Telus and request that they carry out a cost analysis to determine the effect this change would have on rates. Carried.

8.1.2 RFD – Red Deer River Watershed Alliance Funding Request

R. Romanetz advised that at the Red Deer River Municipal Users Group (RDRMUG) meeting of January 19th, 2006, Bill Shaw provided information on the differences between the Watershed Alliance Group and the RDRMUG. The main difference between the RDRMUG and the Alliance Group is that only elected officials serve as representatives of the RDRMUG whereas the Alliance is represented by both private and public corporations. The RDRMUG focuses on policy, particularly long term sustainability, while the Alliance members focuses more on operational management matters and more immediate issues relating to water quality, environmental impacts and such. There is agreement among municipal representatives that both groups are vital to the well being of the basin. The Watershed Alliance is requesting annual funding support in the amount of 50 cents per capita which equates to \$3,892.50 for Drumheller.

MO2006.56 Davidson, Shoff that Council agree to participate in the Red Deer River municipal watershed alliance and approve a contribution of \$0.50 per capita annually. Carried.

8.1.3 RFD – West Bankview Proposal for Residential Development

R. Romanetz advised that Council directed Administration to send out a proposal to develop a new residential subdivision – West Bankview. He explained that the Town currently owns the unserved land which is zoned R-1 and is already subdivided into 45 residential lots (the land is adjacent to serviced land). Advertising of the Request for Proposal was carried out in both Drumheller Mail and Valley Times with the deadline of December 9, 2005. Only one proposal was received from Stevenson Homes. R. Romanetz reviewed the timelines of the proposal. He advised that the Town's Solicitor is preparing the Purchase and Sale Agreement.

MO2006.57 Sparling, Shoff that Council approve the Proposal from Stevenson Development Corporation dated January 24th, 2006 and addendum dated February 3, 2006 subject to finalization of the Purchase and Sale Agreement.

Discussion held on Motion:

Councillor L. Davidson referred to Option 1 – West Bankview and Option 2 - Phase III

Hillsvie Estate and asked why both properties were being considered together. R. Romanetz advised that the developer submitted his proposal as such and the Town Solicitor is preparing the purchase and sale agreement to include the granting of an option for Hillsvie Phase III. R. Romanetz advised Council that the Town in July, 2005 had confirmed their intention to grant Stevenson Homes an option to purchase Hillsvie Phase III. He further advised that Phase III Hillsvie land will be sold at the appraised value and as discussed with Stevenson Home the land sale will include a portion of the servicing costs (as cost shared between the three phases of Hillsvie). Councillor L. Davidson asked if Phase III Hillsvie will include increased land costs as Phase I of the Hillsvie Subdivision is now developed which should increase the appraised value of Phase III. R. Romanetz noted that the land was appraised in January, 2005 and that the costs to install infrastructure to Phase I and II of Hillsvie, such as a large storm sewer, will be appropriated to each Phase fairly. He explained that if Stevenson Homes does not sell 50% of the lots from the West Bankview Subdivision by April 30th, 2007, then the developer may not exercise his option to purchase the land in Phase III Hillsvie. R. Romanetz reiterated that the Stevenson Homes proposal is the only proposal received and the developer is willing to work with the Town to ensure serviced lots are available on a continuing basis to meet residential housing demand. Councillor L. Davidson asked if the developer will provide park space. R. Romanetz explained that Hillsvie includes one municipal reserve and a portion of ER land approximately 1/2 - 3/4 acre in size adjacent to 10th Avenue and 1st Street that has potential for a playground / park area. R. Romanetz advised that park space development should not be the responsibility of the municipality and this requirement will be negotiated as part of the development agreement. Councillor K. Bertamini stated that the wording "50% of the lots sold" is not clear in reference to when the option for Hillsvie Phase III will be exercised. R. Romanetz agreed that the wording will be clarified to state 50% of the total 45 lots.

Vote on Motion: Carried.

8.2 Director of Infrastructure Services

8.2.1 RFD – Rosedale / Cambria Water Line (Recommended Alignment)

W. Yeoman advised that at the Committee Meeting of February 13th, Council reviewed the draft report prepared by Stantec Consulting including cost estimates for various options for the water line construction. Council identified the "Hybrid Option" as the most cost effective alternative at an estimated total cost of the transmission line at \$2.5 m with the Provincial contribution of \$1.9m. He further explained that the distribution lines are estimated to cost approximately \$950,000 which is in line with the original cost estimates previously presented to the public. The cost of the distribution lines shall be covered by a local improvement bylaw which would require all benefiting property owners to pay a connection fee estimated at \$8,878.50 per connection.

MO2006.58 Davidson, Bertamini that Council approve the recommended Hybrid Option" for the Rosedale to Cambria water supply project, and further, that Council direct

Administration to proceed with the Local Improvement Plan and Local Improvement Bylaw pursuant to the Municipal Government Act. Carried.

Councillor L. Davidson thanked Administration for their efforts in working to ensure that the project was affordable to the affected residents. Deputy Mayor Cunningham stated that he was pleased to see that the water line will be a reality shortly.

8.2.2 RFD – Tourism Highway Signing Program

W. Yeoman advised that at the Committee Meeting of February 13th, Council reviewed the new Community Attraction & Facility signs under Guide Sign Industries Ltd., their locations and the associated costs. Alberta Transportation has advised that the Province will cover the costs for the eleven new signs however the middle attraction panel which highlights community attractions will be the cost of the Town. The total middle attraction panel costs for the eleven signs will be \$11,570.00.

MO2006.59 Sparling, Shoff that Council authorize Administration to apply for the replacement of existing Community Attraction and Facility Signs at Rosedale, Nacmine, Wayne and East Coulee and apply for three new Community Attraction & Facility Signs with “middle attraction-panel” being included on all of the new signs as revised and presented.

Councillor L. Davidson requested Administration to work with Alberta Transportation on the on the Town’s directional signage as he feels the signs are confusing.

Vote on Motion: Carried.

8.2.3 Janitorial Services

W. Yeoman advised that on February 17th, 2006, tenders closed for the provision of janitorial services at the Town Hall, RCMP Facility, Civic Centre and Infrastructure Services Office (Shop A). Each facility was tendered for janitorial services on an individual basis and a term of two years each. Five tenders were received and it is recommended that the lowest tender be accepted for each facility.

MO2006.60 Bertamini, Shoff approve the awarding of the 2006/2007 janitorial services contracts to the lowest tenders as follows:

Facility	Company	Annual Tender Amount
Town Hall	Burke Janitorial Services	\$15,600 + GST
Civic Centre	Burke Janitorial Services	\$15,600 + GST
RCMP	Burke Janitorial Services	\$15,600 + GST
Shop A	BestPro Cleaning	\$5,160 + GST

Carried.

8.3 Director of Corporate Services

8.3.1 RFD – Town Page

Councillor S. Shoff asked to be excused from deliberations and voting on this matter. She left the Chambers at 5:15 PM.

M. Minchin advised that the Town of Drumheller issued a Request for Proposal on February 1st for the “Town Page” only – it did not cover other advertising requirements. The RFP covers a one year period starting March 1, 2006 and ending on February 28, 2007. He further noted that the previous contract expired on December 31, 2004 and in the interim the Town has been advertising with the previous successful bidder at the same contract price. Two proposals were received and both were reviewed for the size of the Town Page and the circulation. It was determined that both these factors compared equally and the final factor came down to the price. The lower tender was received from The Valley Times and Administration is recommending that Council award the contract to The Valley Times at \$180. per week plus GST.

MO2006.61 Mackinnon, Davidson that Council award the Town of Drumheller’s “Town Page” contract for the period of March 1, 2006 to February 28, 2007 to The Valley Times at the weekly price of \$180 plus GST.

Discussion held on Motion:

Councillor J. Sparling asked how the size of the Town Page compared with the two proposals. M. Minchin stated that the proposals for size were within a ¼ inch difference of each other, basically identical in size. He further noted that The Valley Times has guaranteed a specific page for the “Town Page”. In response to a question from Council, M. Minchin indicated that the contract period is to be effective on March 1st. Councillor L. Davidson asked how the residents would be informed of the transition. M. Minchin advised that a notice will be included in the last edition of the Town Page with the current vendor notifying readers that it is moving to The Valley Times. Councillor K. Bertamini asked how Administration confirmed circulation numbers. M. Minchin advised that Administration was provided with verified circulation by the Canadian Community Newspapers Association. Councillor L. Davidson commended the Drumheller Mail for their lengthy advertising service to the Town.

Vote on Motion: Carried.

Councillor S. Shoff returned to the meeting at 5:25 PM.

8.4 Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

(Next Presentation of Quarterly Reports April, 2006)

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 J. Sparling advised that DRC DT has changed their bylaws which allows for expansion of the board by another six members in the next election of June, 2006.

14.2 Councillor J. Sparling advised that the Drumheller and District Seniors Foundation board of directors met with four architectural firms to discuss their proposal for the addition of assisted living units. The selection of a firm should be finalized within next 10 days. He further noted that the Town of Drumheller's CAO has provided input into their project and he will review the selection of firms prior to a decision being made. Councillor L. Davidson asked if Council would be approving the project since the Seniors Foundation's budget is supported by participating municipalities' requisitions. R. Romanetz explained that the expansion project requires approval from municipalities based on the majority of both equalized assessment and board support. Council asked that a presentation be made to them in the near future.

MO2006.62 Bertamini, Davidson that Council request the Drumheller and District Seniors Foundation provide a presentation to Council on their proposal for new supportive living units. Carried.

Councillor J. Sparling asked that the Acting Mayor write a letter to the board requesting a presentation.

14.3 Councillor K. MacKinnon asked that the discussion on secondary suites move forward for a decision. She stated that Drumheller needs suites for those individuals who require living assistance and would be allowed to live under the same roof as the caregiver who would also be the homeowner, for instance seniors. Councillor Bertamini stated that round discussion is needed with knowledgeable individuals on this topic.

MO2006.63 Bertamini, MacKinnon that Council have an invitational meeting to address the use of secondary suites being allowed in residential areas.

R. Romanetz advised that the Town is currently reviewing their Land Use Bylaw and the Municipal Development Plan. The Municipal Planning Commission is the body who

should carry out the review – a separate body to review this matter is not required. He further explained that once the MPC's review is complete, there will be public information meetings and the public will have an opportunity to comment at that time. Councillor Bertamini stated that she was not aware that it was on the MPC's agenda for discussion. She asked that her motion be amended.

Amended MO2006.63 Bertamini, MacKinnon that the Municipal Planning Commission be directed to review the addition of secondary suites as a discretionary use in the land use bylaw as part of MPC's review of the Land Use Bylaw and Municipal Development Plan.

Discussion held on Motion:

Councillor Shoff stated that as a member of MPC it is their intent to review all planning issues for the betterment of land use for Drumheller. These recommendations will be presented to Council.

Vote on Motion: Carried.

15.0 IN-CAMERA MATTERS MO2006.64 Bertamini, Davidson that Council go in camera at 5:55 PM

15.1 Affordable Housing Application

15.2 Economic Development Task Force Draft Bylaw

15.3 Location for Community Council Meetings

MO2006.65 Davidson, MacKinnon to revert to regular Council meeting at 7:05 PM. Carried.

There being no further business the Mayor declared the meeting adjourned at 7:06 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER