

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

August 31, 2009 at 4:30 PM  
Council Chamber, Town Hall  
703-2nd Ave. West, Drumheller, Alberta



**PRESENT:**

DEPUTY MAYOR:

Sharel Shoff

COUNCIL:

Andrew Berdahl

Blaine McDonald

Don Guidolin

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICE

Allen Kendrick

DIRECTOR OF CORPORATE SERVICES:

Micheal Roy

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

**ABSENT:**

MAYOR:

Bryce Nimmo

COUNCIL:

Karen Bertamini

Terry Yemen

**1.0 CALL TO ORDER**

**2.0 MAYOR'S OPENING REMARK**

- 2.1 Deputy Mayor S. Shoff read a letter from Honourable Ray Danyluk regarding Cast Iron Water Replacement Approval under the Municipal Sustainability Grant Program in the amount of \$5,000,000.

**3.0 PUBLIC HEARING**

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

#### **5.0 MINUTES**

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

- 5.1.1 Regular Council Meeting Minutes - August 4, 2008  
**MO2009.170** McDonald, Guidolin moved adoption of the regular Council Meeting minutes of August 4, 2008. Carried.

##### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

- 5.2.1 Municipal Planning Commission Meeting Minutes of May 21, 2009  
5.2.2 Municipal Planning Commission Meeting Minutes of June 25, 2009  
5.2.3 Municipal Planning Commission Meeting Minutes of July 30, 2009  
5.2.4 Municipal Planning Commission - August 13, 2009  
5.2.5 Management Meeting Minutes - August 25, 2009

##### **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 18-09 - Library Bylaw - All three readings  
R. Romanetz presented Bylaw 18-09 and advised that it reflects and ensures that we are consistent with the Library Act. He also noted that the Library are reviewing their own bylaws that will be presented for Council's approval shortly.

**MO2009.170** Frist reading - McDonald, Guidolin. Carried unanimously.

**MO2009.172** Second reading - McDonald, Berdahl. Carried unanimously.

**MO2009.173** No objection to third and final reading - McDonald, Berdahl.  
Carried unanimously.

**MO2009.174** Thrid reading - Berdahl, Guidolin. Carried unanimously.

8.1.2 Council Resolution - Road Closure within Lot 49 Block 2 Plan 0512635 (2nd Street W.)

R. Romanetz presented the Resolution for the road closure and advised that this property has never been developed. He outlined Shecule B which shows laneway and roads that should be closed. The current landway has to be increased by 3m in width to accomodate drainage from adjacent properties. There was a mine shaft found in the area when the development was taking place which has since been filled however the three lots around the mine shaft are no longer developable. This Resolution will consolidate all lots into one area; all lots, streets and lanes will disappear and become Block 2. The area will then be replotted. The lot could be sold as one parcel of land, then all roads within becomes the responsibility of the developer. Hunter Surveys prepared the Resolution and advised that usually this would go through a hearing but as this parcel was never developed it can be done by Resolution and sent to the Minister for this approval.

**MO2009.175** Berdahl, Guidolin be it resolved that the Council of the Town of Drumheller in the Province of Alberta does hereby enact to close that portion of street and lanes created by Plan 0512635 indicated on Schedule B as attached within the N. 1/2-2-29-W4M and more particularly described as Plan 09..... (closed street and lanes within Lot 49, Block 2 indicated on Schedule A as attached) from public use, obtain title in the name of the Town of Drumheller, a Municipal Body Corporate, of 703 2nd Avenue West, Drumheller, Alberta and consolidate same with adjacent lands.

Discussion followed on why three readings were required. CAO R. Romanetz advised that he will clarify the second and third readings, he does not believe the second and third readings are required as the process only requires a resolution.

Vote on Motion: Carried unanimously.

8.1.3 CAO, R. Romanetz announced that the Town's Director of Community Services, Paul Salvatore has recently completed a certificate in local government in Municipal Administration with the University of Alberta Faculty Extension. He congratulated Paul on his accomplishment and thanked him for his commitment to advancing his education. He further stated that the Town of Drumheller fully supports continuing education to improve employee effectiveness and promote succession planning.

8.1.4 RFD Land Sales Rosedale Industrial Subdivision

CAO R. Romanetz provided some background on selling of industrial lots in Drumheller. Sales in the Hy-Grade Industrial Subdivision by Bob Sheddy in the early 2000 were very successful even with the economy being slow at that time. The Town in 2006 had advertised in an attempt to attract a number of reactions to sell land in the Rosedale Industrial Park with only one expressing any interest.

An agreement was entered into with Bob Shedly which expired on December 31, 2007. Bob Shedly proposed that he would like us to review the arrangement we had for previous sales with him and he would become the exclusive agent for selling lots in Rosedale Industrial Subdivision for a commission of 10%. He would be responsible for all marketing costs and will provide a Marketing Plan and was agreeable to regular reporting to Council and the CAO..

**MO2009.176** Guidolin, McDonald moved that Council directs administration to enter into an exclusive agreement with Bob Shedly to act as the agent for the Rosedale Industrial Subdivision for a commission of 10% for a term expiring December 31, 2010 unless otherwise extended by Council.

Councillor B. McDonald asked if other realtors will be able to see these lots. R. Romanetz advised that the lots would be exclusively sold by Bob Shedly. Councillor B. McDonald recommended that this matter be deferred to committee of the Whole to discuss with full Council present.

Vote on Motion: In favour Berdahl, Guidolin. Opposed McDonald, Shoff. Motion defeated.

8.1.5 RFD Offer to Purchase Back Lane Adjacent to Plan 453GX, Block 11B, Lots 1-6 between Steve Barr and TKNT Mechanical Ltd.

CAO R. Romanetz advised that previous property owners, dating back to 2001, wanted to purchase this back lane, however it did not proceed even though their proposal was approved by Council. The current property owners are requesting to revisit the closure and disposition of the redundant land. The property was appraised at \$2.25 per sq ft in 2006. The offer received from the current property owners was \$3,000, which is roughly \$.85/sq ft. Council in 2006 required that if the lane was closed, the property would be sold to the adjacent property owner at market value.

**MO2009.177** Guidolin, McDonald that Council agrees to the closure of the lane adjacent to Plan 453GX, Block 11B, Lots 1 to 6, as outlined in the offer to purchase and sets the sale price of the land for the appraised value of \$7,909.43.

Councillor A. Berdahl asked that the appraisal in 2006 was \$3,942. CAO R. Romanetz advised for clarification that in 2006 the property was accessed at \$7,909 and the current property owners offered \$3,000 for the same public lane.

Vote on Motion: In favour Guidolin, McDonald, Shoff. Opposed Berdahl. Motion carried.

8.1.6 RFD Request for Extension to Vacate

CAO R. Romanetz advised that the four renters of the two properties the Town has purchased on 1<sup>st</sup> Street West have requested an extension on the timeline for vacating their property to allow them to find other rental space. They

are asking for an extension to March 31, 2010. A 90 day notice period would extend into November. Demolition could be done at that time but weather conditions would probably not be suitable for base construction and paving. The base work could be completed in April / May 2010 to allow the parking lots to be brought on stream. If we agreed to their extension to March we would be able to demolish the buildings, put the base in and pave the area. Administration is recommending that as an act of goodwill the Town allow the business owners the extension to find suitable locations.

**MO2009.178** Andrew, Guidolin that Council grant the business owners an extension to March 31, 2010 to vacate the property at their current rental rates. Motion carried unanimously.

## 8.2. Director of Infrastructure Services

### 8.2.1 RFD Waste Water Headworks Equipment

Director of Infrastructure Services, A. Kendrick advised that we need to purchase New Headwork's equipment from Headwork's Inc. and Capital H2O Systems Inc. This equipment was not included in the contract with Graham Construction. This equipment needs to be ordered separately and is included in the overall Wastewater Plant budget. In the proposed upgrade plan, it was part of the design to install the headwork's equipment twice. This was done to ensure the existing plant operated within our Approval. With very inventive methods implemented by Operational staff & Mechanical services they have managed to keep equipment functioning up to this point and have a plan in place in case of a total failure. The equipment was selected and designed to be installed at both locations; the first would be installed in the old headwork building and after completion of the new building the equipment would be moved over. We now have saved by not installing the equipment twice and have a further savings by eliminating the need to install a step down transformer. The manufacturer has agreed to speed up the delivery to 13 weeks.

**MO2009.179** Berdahl, McDonald that Council approve the purchase of New Headwork's equipment from Headwork's Inc. and Capital H2O Systems Inc. at a cost of \$ 242,000.00.

Councillor A. Berdahl asked why the capital cost is less than the budgeted amount. A. Kendrick advised that because of the changes and by installing the unit only once we will probably save \$40,000.

Vote on Motion: Carried unanimously.

### 8.2.2 RFD Crushing of Concrete and Asphalt

Director of Infrastructure Services, A. Kendrick advised that the Town has accumulated approximately 30,000 tonnes of stockpiled asphalt and concrete rubble at the Drumheller Landfill. This material can be crushed to desired

specifications and reused as base course aggregates for future Town Street Improvement Programs trails, roadway and parking area projects. The cost to produce this product is approximately \$8.90 per tonne, which is significantly less than purchasing an equivalent material supplied from a contractor. The current 2009 costs are \$21.60 to \$ 25.20 depending on the source of the supply. It would also be a part of the Town's Green Plan to recycle and reuse when possible plan.

**MO2009.180** Berdahl, McDonald that Council authorizes administration to prepare tender documents and issue a tender call for the crushing of the asphalt and concrete rubble presently stockpiled at the Drumheller landfill site.

Councillor B. McDonald asked where the funds are coming from; reserves over 5 years. CAO R. Romanetz advised that the money will come from reserves however the road base would be placed in inventory and paid for from approved projects such as the annual Street Improvement Program. The capital cost set aside for that project then pays for the inventory. With projects we have in mind, the inventory is projected to be used in a minimum of (5) years.

Vote on Motion: Carried unanimously.

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

#### **8.3.1 Purchasing Policy #03-09**

Director of Corporate Services, M. Roy advised that the purchasing and delegation of financial authority policies have been combined into one. This Policy increases the CAO's authority for purchasing up to \$250,000 and includes new requirements with TILMA. M. Roy noted that different limits for different employees have been put on Credit Cards and conditions on use. Councillor A. Berdahl noted that he sees this as bringing the Purchasing Policy up to Provincial regulations namely TILMA. CAO R. Romanetz noted that the use of credit cards will simplify the process for the accounting department and make it easier to track costs.

**MO2009.181** Guidolin, Berdahl adopt Policy No C-03-09 as presented by administration. Motion carried unanimously.

#### **8.3.2 RFD Budget Change Request**

Director of Corporate Services, M. Roy advised that the Town has been successful in receiving \$6 million in grants towards the construction of the new community facility. The architect has been hired, site surveys are being started and the identified needs for civil engineering and a cost consultant costs for this project will start coming in and quickly surpass the current budget of \$50,000. He is recommending the total budget of \$23 million be approved.

**MO2009.182** Berdahl, McDonald that council approve a total budget of \$23,000,000 for the project with funds coming from debentures, reserves, grants

and donations.

In response to a question from Council M. Roy stated that Council approved a budget of \$50,000 for the Community Facility in 2009. R. Romanetz stated that the initial expenditures are being expensed from the reserve fund and other expenditures such as cost consultant, civil engineering costs are included in the \$23 million budget. Borrowing will not be accessed until reserves have been depleted.

Vote on Motion: Carried unanimously.

#### **8.4. Director of Community Services**

### **9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

### **10.0 PUBLIC HEARING DECISIONS**

### **11.0 UNFINISHED BUSINESS**

### **12.0 NOTICES OF MOTIONS**

### **13.0 COUNCILLOR REPORTS**

### **14.0 IN-CAMERA MATTERS**

There being no further business, Deputy Mayor Sharel Shoff adjourned the meeting at 5:50 PM.

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MAYOR

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CHIEF ADMINISTRATIVE  
OFFICER

Council Meeting Minutes  
August 31, 2009