

Town of Drumheller COUNCIL MEETING MINUTES

September 26, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

ACTING DIRECTOR OF CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

- 2.1 Mayor T. Yemen proclaimed October, 2011 as Breast Cancer Awareness Month.
- 2.2 Mayor T. Yemen proclaimed October, 2011 as Canadian Library Month.
- 2.3 Mayor T. Yemen proclaimed October 1, 2011 as National Seniors Day.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2011.253 Berdahl, Zariski moved that the agenda be adopted as presented. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of September 12, 2011

MO2011.254 Shoff, Hansen-Zacharuk moved that the regular Council meeting minutes of September 12, 2011 be adopted as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

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 - Curling Rink Lease

R. Romanetz advised that Curling Club's lease will expire on November 30, 2011 and the Club has requested that their lease be renewed. He further advised that the Town Solicitor has reviewed the lease. Administration is recommending renewal of the lease based on the following changes / additions: 1) the legal description of the Curling Club is clearly defined; 2) the renewal term is for 5 years as per Clause 2.02; 3) Addition of Clause 13.08 that the lease shall be terminated upon reasonable notice by either party in the event that the premises are to be demolished or upon erection of a new premises, and 4) As per Clause 8.01(d)(iv) Administration recommends that the major cost of repairs remain at \$4,000.00 rather than reducing the costs from \$4,000.00 to \$2,000.00 as per the request of the Curling Club. Administration will be proceeding with the roof repairs at a cost of \$11,680 with costs coming from reallocated funds within the 2011 operating budget, reserves or surplus. R. Romanetz advised that in the future the Town will inspect the premises on an annual basis to ensure that maintenance in the building is carried out on a regular basis. He further advised that the Town will ensure that the building is updated to meet the minimum safety code requirements so that curling can move forward this year.

MO2011.255 Shoff, Berdahl moved that Council renew the Curling Club Lease for a further five year term expiring January 31, 2016.

Discussion on Motion:

Councillor A. Berdahl asked that Council to be notified of where the reallocated funds will be taken from. R. Romanetz stated that he would provide an update to Council on this matter. In response to Council's concerns on whether the building would be usable due to the mold, Councillor D. Stanford who had discussions with the curling members, stated that the mold is only on the surface and they have cleaned the areas with PSP. He further advised that the curling members asked the Drumheller Institution for inmates to assist with the work. He stated that the curling members are confident that the building will be ready for the curling season. A. Kendrick advised that he was in contact with a ventilation specialist who will be providing advice on how to rectify this problem however this work would be the responsibility of the Curling Club. He further advised that in addition to the roof repairs, the Town will replace the urinals and repairs to the front door. He stated that the Town will offer the use of lifts or scaffolding and help facilitate the repairs.

Vote on Motion:

Carried unanimously.

8.2. Director of Infrastructure Services

8.3. Acting Director of Corporate Services

8.3.1 RFD - Badlands Community Facility - Award of Network Equipment

Councillor S. Shoff excused herself from deliberations and voting on the matter. She left the room at 4:51 PM.

B. Wulff advised that there is a large amount of switching equipment that is required for the network cabling installed for the computer network and telephone system. He further advised that because of security concerns, the intention is to make all the data connections live with the capability of being able to make them non-active when required. He stated that three firms were invited to quote with two quotes received - one locally and one from Calgary. Administration is recommending that the order be awarded to the lowest firm, being Reality Bytes of Drumheller in the amount of \$113,854 including GST.

R. Romanetz advised that the Badlands Community Facility budget shows \$75,000 for this expense however with the cost of installation of \$12,000 and the supplies of \$113,854, the overall cost is \$125,000+. He stated that the exceeded portion will come from contingency. He further advised that the Town has a servicing contract with MSI and they will do the installation work however these dollars will be charged against the BCF project.

MO2011.256 Berdahl, Hansen-Zacharuk moved that Council approve the purchase of the network equipment for the Badlands Community Facility to Reality Bytes of Drumheller, in the amount of \$113,854 including GST. Carried.

Councillor S. Shoff returned to the meeting at 5:00 PM.

8.4. Director of Community Services

8.4.1 RFD - Badlands Community Facility - Award of Furniture Proposal

P. Salvatore advised that the BCF Project Team has been working with GEC to determine key purchase decisions for furnishings for the final outfitting requirements for the Badlands Community Facility. He stated that RFP's were received from nine different suppliers with no proposal being able to supply 100% of the items listed in the original request. Following a review and evaluation of the proposals, it was determined that RGO and Grand & Toy would be the most advantageous, in terms of quality and functionality of the pieces identified in the listing. R. Romanetz advised that additional items will come from the contingency which include powder coating of existing bookshelves for the Drumheller Municipal Library and additional furniture as required. Councillor A. Berdahl asked what items were missing from the list. P. Salvatore stated that items such as whiteboards, wall clocks, etc. Councillor J. Garbutt stated that the quote is significantly lower than the budgeted \$1M and stated that the list of unpurchased items may be extensive and recommended that the Project Team not use the savings for other expenses. R. Romanetz agreed and stated that GEC has concluded that there are a number of items that could be bought one on one rather than be included on the list. Councillor T. Zariski stated that the Design Committee went through the rooms one by one and identified the furnishings that would be needed and stated that he is comfortable with the list as presented.

MO2011.257 Shoff, Zariski moved that Council approve the purchase of furniture from RGO Office Products for the value of \$314,701.80 including GST with an additional contingency of \$40,000 for powder coating of existing bookshelves for the Drumheller Municipal Library and additional furniture as required.

Discussion on Motion:

Councillor J. Garbutt stated that there are no touch screens or podiums on the list. P. Salvatore stated that these items will be purchased under the IT area. R. Romanetz stated that GEC is preparing a list of AV equipment requirements.

Vote on Motion:

Carried unanimously.

8.4.2 RFD - Badlands Community Facility Award of Fitness Equipment Proposal

P. Salvatore advised that the Project Team has been working with a Fitness Equipment Focus Group over the past several months to determine key purchase decisions for Fitness Equipment as part of the final outfitting requirements for the Badlands Community Facility. He stated that the total budget available for all equipment in the fitness centre and fieldhouse is

identified in the budget as \$500,000. He stated that five proposals were received ranging in value from \$272,862.00 to \$460,098. Of the proposals received, there was significant variation in the quality and quantity of items, in addition to variations with warranty and service information. Following a tour of three facilities using a selection of the fitness equipment and based on the evaluation criteria, the Focus Group is recommending Apple Fitness Store. In response to a question from Council, R. Romanetz advised that more discussion is needed regarding TV screens - mounting on walls versus treadmills, etc. P. Salvatore stated that the Town will not be in competition with the high end weights offered through the private industry. He further stated that the Town may offer specialized classes for some of the equipment.

MO2011.258 Hansen-Zacharuk, Berdahl moved that Council approve the purchase of fitness equipment from Apple Fitness (Calgary) in the amount of \$361,574.37 GST included. Carried unanimously.

Council extended their appreciation to the Focus Group for their involvement and recommendation.

8.4.3 RFD - Badlands Community Facility Award of Software Proposal

P. Salvatore advised that Administration has been working to determine the best selection of Recreation Management software for the operations of the Aquaplex, Badlands Community Facility, Arena and potential other locations currently operated by the Town of Drumheller and community partners. The Town received three proposals with the recommended supplier being Active Network. It is anticipated that there will be \$15,000.00 of transaction fees per year which will be added as an operating cost each year. The proposal bid includes software updates and staff training.

MO2011.259 Shoff, Garbutt moved that Council approve the purchase of the recreation management software as proposed by Active Network for the amount of \$22,488.00 GST excluded. Carried unanimously.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

11.1 Councillor S. Shoff - Alberta Oil Sands Royalties

R. Romanetz advised that Administration discussed the matter with the City of Calgary and they have referred the matter to another Committee for review. In light of this information, Councillor S. Shoff requested that the motion be tabled.

MO2011.260 Shoff, Stanford moved to table MO2011.251 for a period of 90 days. Carried unanimously.

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

There being no further items, the Mayor declared the meeting adjourned at 6:02 PM.

Mayor

Chief Administrative Officer