

Town of Drumheller COUNCIL MEETING MINUTES

September 19, 2016 at 4:30 PM

Council Chamber, Town Hall

224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Darryl Drohomerski

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Libby Vant

ABSENT:

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

INFRASTRUCTURE TRANSITION OFFICER:

Al Kendrick

1.0 CALL TO ORDER

Mayor Yemen called the meeting to order at 4:32 PM.

2.0 MAYOR'S OPENING REMARK

Mayor Yemen advised that this year marks the 20th Annual CIBC Run for the Cure, which takes place on Sunday, October 2. In partnership with the Canadian Breast Cancer Foundation the Drumheller CIBC is offering six different fundraising baskets, and will host a bake sale next Friday. Mayor

Yemen stated that more information on the event and fundraising can be obtained from Councillor McMillan, and at the Drumheller CIBC location.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2016.120 Hansen-Zacharuk, Shoff Moved to adopt the agenda as presented. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of September 6, 2016

MO2016.121 Shoff, Kolafa Moved to adopt the Regular Council Meeting minutes of September 6, 2016 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of August 11, 2016
Municipal Planning Commission Meeting Minutes of August 17, 2016

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

8.2.1 Update on Aquaplex Modernization Contractor Awards

D. Drohomerski advised that he provided Council with an email this afternoon stating that Administration would like to take a closer look at the Aquaplex Modernization/Retrofit project numbers with the project engineering consultants, Stantec, to get a better understanding of the reported project costs. He advised that, after the review, Administration will contact the low bidder to determine how the project can move forward within the new timelines identified by the Town. R. Romanetz advised that, due to the current economy, the Town has been receiving a higher numbers of bids on projects, but in this case it was not so. He further advised that the bids received were competitive based on the 2015 pricing rather than the cost estimates for 2016 prepared by our Consultant. R. Romanetz stated that

Administration and the consultants will look at the costs line by line. In response to a question from Councillor J. Garbutt on cost reduction, R. Romanetz advised that the engineering costs are a fixed amount, the pool liner is ordered and will be paid for when it is actually on site, and the only component that does not relate to the project estimates is the general contract which is where the \$500,000 project overrun results from.

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 RFD - Safety Services Contract Award

P. Salvatore advised that the contract with our current Safety Services provider, Superior Safety Codes Services [SSCS] has expired. A Request for Proposal was posted and two proposals were received from Park Enterprises and Superior Safety Codes Services. The proposals were scored by the five panel members, and Superior Safety Codes Services scored the highest overall. P. Salvatore noted that the Electrical and Building fees increased by more than inflation however they are still in line with rates paid by service providers across the Province. Councillor T. Zariski asked how long the Town has worked with Superior Safety Codes Services. R. Romanetz responded that the Town has been working with Superior Safety Codes Services for eight years.

In response to a question from a Councillor Jay Garbutt, R. Romanetz advised that Council reviews all service fees annually in their budget deliberations. Councillor Garbutt asked how the Town can get the builder to commit and construct in accordance with their submitted plans. R. Romanetz responded that the Town deals with issues as they come up and any development conditions imposed by the Municipal Planning Commission are enforced by the Development Officer. He further advised that Council recently approved the QMP, and it was updated so that more inspections can be done at critical points. The Town has introduced a number of changes so that if a structure is built in the flood plain, all of the new conditions must be met before the building inspector will sign off on a development. R. Romanetz advised that Director of Infrastructure Services, Darryl Drohomerski, is working on a plan with the CAO to create a lot grading certificate that must be approved. This certificate would confirm that the developer has met the proper grading elevations.

Mayor T. Yemen requested that a periodic report be provided to Council on the number of inspections carried out by the Development Officer.

In response to a question from Councillor L. Hansen-Zacharuk on the timeliness of inspections, R. Romanetz advised that the Province audits the Town's files and Superior Safety Codes Services' files, and the reviews are generally good. He further advised that sometimes these files are opened

and then not closed as quickly as they could be, and the Town will look for ways to improve this process.

MO2016.122 Zariski, Shoff Moved to select Superior Safety Codes as the Town's Safety Codes provider for the Building, Electrical, Plumbing and Gas Inspections as required by the Alberta Safety Codes Act and under the authority of the Safety Codes Act. The term of the contract between the Town and Superior Safety Codes Services will be three years with an option for extensions as mutually agreed upon by both parties.

In Favour: Yemen, Kolafa, McMillan, Shoff, Zariski
Opposed: Garbutt, Hansen-Zacharuk
Carried.

8.4.2 Wayfinding Signage Update

P. Salvatore advised that the initial Wayfinding Signage costing estimates came back at a higher cost than anticipated, but we were able to work with the vendor to get the costs down. Most recently, the committee reconvened to select the locations as presented in the agenda package. He advised that there are eleven identified locations for the pedestrian signage, and the committee walked the signage route with the consultants, Darryl Drohomerski and Operations Manager Kevin Blanchett to mark the locations for the Wayfinding Signage. Various opinions came forward that included: the Dino Arts Society proposing a star medallion Dino Walk of Fame installation as well as the Royal Tyrrell Museum recommending the installation of field communications tags to identify the dinosaurs on the sign poles. P. Salvatore advised a Request for Proposals was posted with two proposals received from one local supplier and one supplier from Calgary. He further advised that the local supplier's costs were significantly higher than the Calgary suppliers' submission.

In response to questions on other sign locations required throughout Town, P. Salvatore responded that the Committee identified the first initial locations as the first phase, and we can add signage next year through the Revitalization Program.

Councillor McMillan asked if there are markings for the public parking areas. P. Salvatore responded that the Public Works staff is currently adding to this to increase of parking awareness throughout the Town. D. Drohomerski responded that his staff has had more signage manufactured for installation this fall.

Councillor Garbutt asked the budgeted amount for this project. R. Romanetz advised that the initial budget was \$ 30,000, and after reviewing the project costs, funds were reallocated from the general beautification budget allotment to this project for a new budget of \$41, 800.

In response to a concern from Councillor J. Garbutt on safety concerns, Mayor T. Yemen advised that there were no safety concerns brought forward by the Dino Arts Society when he spoke with them on this idea. He further stated that they decided to step away from this project for the time being to focus on other priorities like the recent dinosaur projects. R. Romanetz advised that the Town will continue to work with Dino Arts Society on their projects. Councillor T. Zariski questioned whether the structure was suitable. P. Salvatore responded that the designers were given clear directions to come up with a unique design that would accent some of the colours and imagery of Drumheller, like the layers of stratigraphy that show iron stone on the hills.

8.5. DIRECTOR OF PROTECTIVE SERVICES

8.5.1 RFD - Emergency Master Plan - Consultant Award

G. Peters advised that the Town received a \$ 125,000 Alberta Community Partnership Intermunicipal Collaboration grant to create a Regional Emergency Services Master Plan (RESMP). The Request for Proposals for the Consulting Services of the RESMP was completed in February with the input of our four neighbouring communities, Kneehill County, Special Areas #2, Starland County and Wheatland County. The Request for Proposals was posted, and eleven proposals were received, ranging in cost from \$ 33,586 to \$ 173,418. G. Peters advised that, after a lot of review, five proponents were shortlisted with proposals ranging from \$ 83,129.50 to \$ 130,000: Energy Management Analytics, Behr Energy Services, The Werks, Stantec Consulting and MSC Consulting. He explained that pricing was only one criteria, and based on the attached information, the committee recommends Behr Energy Services, as they have a great deal of experience with excellent references from wide ranging municipalities and private businesses. He further advised that their references stated that Behr Energy Services is very attentive to detail, very accepting of direction, very open to suggestion. He stated that Behr Energy Services' proposal is not the least expensive but is within the scope.

MO2016.123 Garbutt, McMillan Moved that Council award the development of a Regional Emergency Services Master Plan to Behr Energy Services Ltd. in the amount of \$ 92,933.25. Carried unanimously.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

- 13.1 Councillor Sharel Shoff provided an update on Community Futures activities. She advised that she attended a Community Futures meeting on September 8, 2016, where discussion was held on the success of the Summer Entrepreneurial program in which 41 children participated. She further advised that the program will be requesting permits for sales at the suspension bridge and the fountain park. She further advised that Community Futures is currently seeking a new business analyst. She also advised that they have three new board members: Joe Rowbotham, Don Rosjen and Adrian Hartman. They are looking at drafting an action plan to move forward, and looking at topics for workshops they would like to host, such as social media, global marketing and succession planning. In response to a question from Council on Drumheller's current economic position, Mayor Yemen advised that, at an Economic Development meeting he attended the Community Futures general manager reported a figure of approximately 600 job losses in Drumheller this year.
- 13.2 Councillor Sharel Shoff advised that she attended Palliser Regional Municipal Services meeting on September 7th. She provided an overview of the staff's activities. The Palliser Annual General Meeting will be held in Hanna on November 9, 2016, and Council is welcome to attend to learn more about Palliser's activities.

14.0 IN-CAMERA MATTERS

MO2016.124 Hansen-Zacharuk, McMillan moved to go In Camera at 5:31 PM. Carried.

14.1 Land Matters

14.2 Personnel Matter

MO2016.126 Kolafa, Hansen-Zacharuk moved to revert back to Regular Council Meeting at 6:52 PM. Carried

MO2016.127 McMillan, Garbutt moved to approve the employment contract with CAO Ray Romanetz as presented by the Mayor. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:52 PM.

Chief Administrative Officer

Mayor