

Town of Drumheller COUNCIL MEETING AGENDA

October 26, 2009 following Organizational Meeting (4:30 PM)
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



1.0 CALL TO ORDER

- 1.1 Presentation to the Drumheller U-18 Soccer Team
- 1.2 Councillor Andrew Berdahl to be sworn in as Deputy Mayor for the months of November and December, 2009

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

- 3.1 The purpose of the Public Hearing is to consider an application to amend the Land Use Bylaw #10-08 by redesignating Lot 1, Block 2, Plan 0513422 in the Town of Drumheller from "A" - Agricultural District to "CR" - Country Residential District.

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 5.1.1 Regular Council Meeting Minutes of October 13, 2009

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

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

8.3.1 RFD - Credit Limit for Mastercard

8.3.2 RFD - Tax Sale Properties

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

9.1 Chief Administrative Officer - 3rd Quarter Report

9.2 Director of Infrastructure Services - 3rd Quarter Report

9.3 Director of Corporate Services - 3rd Quarter Report

9.4 Director of Community Services - 3rd Quarter Report

10.0 PUBLIC HEARING DECISIONS

10.1 Bylaw 19.09 - second and third readings

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

14.1 HR Policy Review

Town of Drumheller

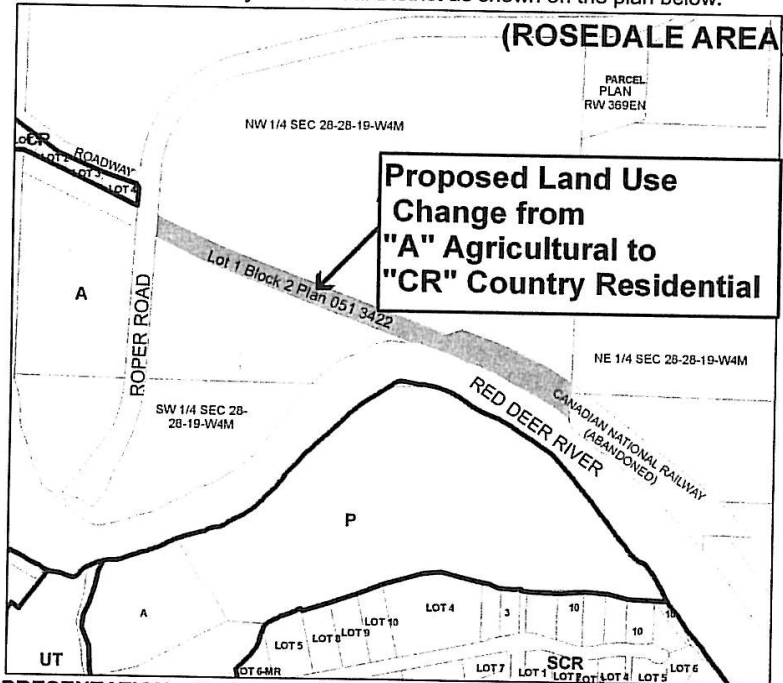
NOTICE of PUBLIC HEARING FOR BYLAW 19-09 PROPOSED AMENDMENT TO LAND USE BYLAW NO. 10-08

DATE: October 26, 2009

TIME: 4:30 p.m.

PLACE: Town of Drumheller Council Chambers, Drumheller, Alberta

PURPOSE: The purpose is to consider an application to amend Land Use Bylaw No.#10-08 Schedule A, The Land Use District Map, by re-designating Lot 1, Block 2, Plan 051 3422 in the Town of Drumheller from "A" – Agricultural District to "CR" – Country Residential District as shown on the plan below:



PRESENTATION: Oral and written comments and suggestions are invited and should be addressed to the point of the proposed amendment. They may be made by any person or group of persons or a person acting on his/her or their behalf, who claims to be affected by the proposed amendment, and by any other persons that the Council wishes to hear at the hearing. Written submissions may be made by the persons above, and may be received in the Town of Drumheller office by 4:00 P.M. on October 26, 2009. Oral presentation may be made at the hearing by the persons above, whether or not they have made a written presentation. The time limit of oral presentations is subject to the direction of the Chairperson.

DOCUMENTATION: Copies of the proposed amendment to Land Use Bylaw No. 10-08 are available for public inspection at the Town of Drumheller office during regular office hours.

This notice is given pursuant to Sections 606 and 692 of the Municipal Government Act.

First Publication: October 14th, 2009

Second Publication: October 21st, 2009

Chief Administrative Officer

Agenda Item # 3.1

FORM D

TOWN OF DRUMHELLER Land Use Bylaw No. 36-98 10-08

APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

I / We hereby make application to amend the Land Use Bylaw.

APPLICANT

NAME: Gus & June Mattheis TELEPHONE: 403-854-2354
ADDRESS: Box 1137 Hanna Alberta

OWNER OF LAND

NAME: Gus & June Mattheis TELEPHONE: 403-854-2354
ADDRESS: Box 1137 Hanna Alberta

LEGAL DESCRIPTION

LOT: 1 BLOCK: 2 REGISTERED PLAN: 0513422
QTR./L.S.D.: _____ SEC.: _____ TWP.: _____ RNG.: _____ M.: _____

CERTIFICATE OF TITLE:

Sept 11/09 ATB - sending letter to Kate re clear title
(Sharon Rahn) awaiting land titles
AMENDMENT PROPOSED
FROM: "A" Agricultural
TO: "CR" Country Residential

* REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

Advised by Town of Drumheller
in order to erect Cabin



I / We enclose \$ 100.00 being the application fee. Pd ck 454 Sept 11/09

DATE: Sept 11/09

SIGNED: _____

Gus Mattheis
June Mattheis

Agenda Item # 8.3.1



Request for Decision

Date:	22 Oct 2009		
Meeting Type:	Regular Council		
Topic:	Resolution of Council for Credit Card Borrowing		
Proposal:	<p>With the adoption of the new Purchasing Policy the Town is now looking into acquiring purchasing cards. The Town's current banker was not able to supply a suitable purchasing card program. Further research determined that the best solution for the Town was to go with the Bank of Montreal program which allows the Town to be part of the Provincial purchasing card program.</p> <p>The proposed program will allow the Town to streamline the purchasing of smaller items and to reduce the processing of the invoices for payment. The program has no costs to participate and the Town will receive a rebate back based on the total volume of purchases of all participants of the provincial purchasing card program.</p> <p>One of the requirements of the program is the "Resolution of Directors" which establishes the authority to borrow money and obtain credit and to grant security of assets. The initial credit limit recommended by Administration is \$100,000. The resolution also authorizes the Chief Administrative Officer or the Director of Corporate Services to sign on behalf of the Town and to make changes or modifications to meet operational objectives.</p>		
Proposed by:	Roy, Michael		
Correlation to Business (Strategic) Plan			
Benefits:	Provides Administration with the authority to effectively manage the purchasing card program		
Disadvantages:			
Alternatives:	<ul style="list-style-type: none"> • Council approves the resolution as attached. • Council approves the resolution as amended. 		
Finance/Budget Implications:	No implications as all purchasing with the purchasing cards must comply with the existing purchasing policy.		
Operating Costs:	n/a	Capital Costs:	n/a
Budget Available:	n/a	Source of Funds	n/a
Budget Cost:	n/a	Underbudgeted Cost:	n/a

Agenda Item # 8.3.1

Communication Strategy:	Signed agreements and resolution would be submitted to the Bank of Montreal
Recommendations:	Council approve the resolution as attached.
Report Writer:	Roy, Michael
Position:	Director of Corporate Services
	CAO:

Agenda Item # 8.3.1

RESOLUTION OF DIRECTORS

WHEREAS it is in the best interest of the Town of Drumheller (the "**Company**") to enter into an arrangement with the Bank to provide the Company with credit by way of a Corporate MasterCard account;

WHEREAS the Company has the power and authority to borrow money and otherwise obtain credit and to grant security on its assets;

BE IT RESOLVED:

1. THAT the Company is authorized to enter into an arrangement with the Bank to provide the Company with credit by way of a Corporate MasterCard account in an amount of up to CAD\$100,000 or such greater amount as the officers of the Company may from time to time deem appropriate, under which arrangement employees of the Company may be issued with Corporate Cards on the MasterCard corporate account of the Company with the Bank and the Company shall be responsible for the payment of all amounts, including fees and interest, charged to such corporate account, the whole substantially on the terms and conditions set forth in the draft Corporate MasterCard Account Agreement submitted to and hereby approved by the directors;
2. THAT the Chief Administrative Officer, the Director of Corporate Services, or any of them acting alone are hereby authorized to sign for and on behalf of the Company a Corporate MasterCard Account Agreement with the Bank substantially on the terms and conditions of the draft thereof approved by the directors, with such changes or modifications as the person(s) so signing may in their/his sole discretion deem appropriate, and to sign such other documents and do such other things they/he in their/his sole discretion deem appropriate or advisable in connection with or to give effect to such Corporate MasterCard Account Agreement and the program contemplated there under.

I, the undersigned, Secretary-Treasurer of the Town of Drumheller (the "**Company**") hereby certify that the foregoing is a true, correct and complete copy of a resolution of the directors of the Company passed effective the ____ day of ____ 20 ____, and the said resolution is in full force and effect and unamended as of the date hereof.

This ____ day of ____ 20 ____.

Name

Signature



Request for Decision

Date:	14 Oct 2009
Meeting Type:	Regular Council
Topic:	2009 Tax Recovery Public Auction
Proposal:	<p>As part of the tax recovery process under the Municipal Government Act, properties with a tax caveat registered against them must be offered for public auction one year after the date of the tax caveat. The properties due for auction now have had caveats registered against them in 2008.</p> <p>As part of the process, Council must set the terms and reserve bids for the properties in question. In the past, the terms have been cash or money order and the reserve bid for each property has been equal to its current year's assessment.</p> <p>Section 419 of the Municipal Government Act states:</p> <p style="text-align: center;"><i>419 The council must set</i></p> <p><i>(a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and</i></p> <p><i>(b) any conditions that apply to the sale.</i></p> <p style="text-align: right;"><i>1994 cM-26.1 s419</i></p>
Proposed by:	Roy, Michael
Correlation to Business (Strategic) Plan	
Benefits:	<ul style="list-style-type: none"> • The property assessment value is updated on an annual basis and is based on the mass appraisal approach. • This method is the cheapest and quickest method in determining a reserve bid especially since any costs associated with the auction are charged back to the property.
Disadvantages:	<ul style="list-style-type: none"> • An individual property appraisal report is not conducted. This method is more accurate than the mass appraisal standards used for assessments. However, it can be cost prohibitive for low value properties and considering that most properties outstanding taxes are rectified prior to the tax sale date.
	<ul style="list-style-type: none"> • Council sets the reserve bid price for properties for the January 27, 2010 tax recovery auction as the assessed value of the property and that the successful bidder must pay via cash or money order.

Agenda Item # 8.3.2

Alternatives:	<ul style="list-style-type: none">• Council directs administration to have the properties appraised and the appraised value used as the reserve bid price for the January 27, 2010 tax recovery auction and that the successful bidder must pay via cash or money order.• Council accepts the report as information.		
Finance/Budget Implications:	Any costs associated with the tax recovery process are charged back to the properties.		
Operating Costs:		Capital Costs:	
Budget Available:		Source of Funds	
Budget Cost:		Underbudgeted Cost:	
Communication Strategy:	The Municipal Government Act requires specific advertising and notification steps: Advertised in The Alberta Gazette - November 15, 2009 Letters to property owners and those with an interest - on or about November 28, 2009 Advertised in local newspaper - January 13, 2010 Auction - January 27, 2010		
Recommendations:	That Council sets the reserve bid price for properties for the January 27, 2010 tax recovery auction as the assessed value of the property and that the successful bidder must pay via cash or money order.		
Report Writer:	Roy, Michael		
Position:	Director of Corporate Services		
	CAO:		

Town of Drumheller
2009 Tax Auction Property List - Related to Land

Assessment #	Legal Description	Civic Address	Type	Assessment & Bid Value
01000900	2089BN/1/11	587 - 5 Street E	Single Family - High Density w/Building	\$ 95,070.00
01007004	4653BC/7/4&5	529 - 2 Street SW	Single Family - High Density w/Building	\$ 138,570.00
02023208	8358CQ/47/7&8	630 - 3 Avenue W	Multi Family w/Building	\$ 122,790.00
03008703	5977CP/5/37	640 - 6 Avenue E	Single Family - High Density w/Building	\$ 99,090.00
16010407	678CR/2/14	51 - 3 Street E	Single Family - Low Density w/Building	\$ 195,800.00
18001800	NW-22-27-18-4TH	215 Century Drive E	Agricultural w/Building	\$ 24,230.00
19016203/609	NW-20-28-19-4TH		Agricultural Land Only	\$ 35,160.00

2009 Tax Auction Property List - Related to Designated Manufactured Homes (Mobile Homes)

Assessment #	Legal Description	Civic Address	Type	Assessment & Bid Value
07030265	8011276/A/26	26 Greenwood Villa	Manufactured Home Park	\$ 9,760.00
07030521	8011276/A/52	52 Greenwood Villa	Manufactured Home Park	\$ 13,060.00
07030299	8011276/A/29	29 Greenwood Villa	Manufactured Home Park	\$ 10,790.00

**Town of Drumheller
Financial Report**
For The Month Ending September 2009 (un-audited) (75% through the year)

21-Oct-09

General Operating Revenues

0001 General Revenues

Revenue			Expenditures			Net of Revenue and Expenses		
Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
5,940,125	7,766,102	76.49	-	-		(5,940,125)	(7,766,102)	NA
5,940,125	7,766,102	76.49	-	-		(5,940,125)	(7,766,102)	

General Government

1101 Legislature
1201 Administration
1202 Town hall
1203 Computer Services

-	1,000	-	119,695	189,291	63.23	119,695	188,291	63.57
10,970	167,700	6.54	697,693	1,025,148	68.06	686,723	857,448	80.09
3,000	40,000	7.50	61,128	140,577	43.48	58,128	100,577	57.79
9,900	55,200	17.93	135,572	210,124	64.52	125,672	154,924	81.12
23,870	263,900	9.05	1,014,088	1,565,140	64.79	990,218	1,301,240	

Protective Services

2101 Policing
2301 Fire Department
2401 Disaster Services/Risk Mngmnt
2501 Ambulance Services
2601 Safety Codes - Drumheller
2602 Safety Codes - Palliser
2603 Development Permits
2610 Animal and Pest Control
2611 Weeds
2612 Mosquito

397,061	421,456	94.21	866,372	1,225,243	70.71	469,311	803,787	58.39
16,330	48,700	33.53	182,621	289,190	63.15	166,291	240,490	69.15
100	-	NA	19,292	34,821	55.40	19,192	34,821	55.12
3,025	3,224	93.83	2,979	3,223	92.43	(46)	(1)	4,600.00
166,960	139,800	119.43	103,587	166,585	62.18	(63,373)	26,785	(236.60)
55,000	55,000	100.00	54,577	44,622	122.31	(423)	(10,378)	4.08
21,387	18,000	118.82	24,548	69,739	35.20	3,161	51,739	6.11
14,721	16,300	90.31	20,384	45,998	44.31	5,663	29,698	19.07
9,741	6,000	162.35	31,543	51,135	61.69	21,802	45,135	48.30
-	-	NA	39,613	58,318	67.93	39,613	58,318	67.93
684,325	708,480	96.59	1,345,516	1,988,874	67.65	661,191	1,280,394	

Transportation Services

3101 Administration
3102 Workshop and Yards
3103 Parking Lots
3202 Roads and Streets
3203 Street Lighting
3204 Traffic Services
3211 Secondary/Primary Hiways
3301 Airport

2,025	16,353	12.38	241,638	281,940	85.71	239,613	265,587	90.22
48,397	52,100	92.89	139,384	194,352	71.72	90,987	142,252	63.96
-	-	NA	-	-	NA	-	-	NA
-	232,300	-	290,475	701,556	41.40	290,475	469,256	61.90
-	17,000	-	176,965	227,435	77.81	176,965	210,435	84.09
-	-	NA	36,433	51,532	70.70	36,433	51,532	70.70
20,734	-	NA	194,721	-	NA	173,987	-	NA
31,568	109,800	28.75	40,354	144,164	27.99	8,786	34,364	25.57
102,724	427,553	24.03	1,119,970	1,600,979	69.96	1,017,246	1,173,426	

**Town of Drumheller
Financial Report
For The Month Ending September 2009 (un-audited) (75% through the year)**

						21-Oct-09		
			Revenue			Expenditures		
			Actual	Budget	%%	Actual	Budget	%%
						Net of Revenue and Expenses		
			Actual	Budget	%%	Actual	Budget	%%
Water Works								
4101	Water Revenue		1,918,620	2,604,858	73.66			
4101	Administration					758,094	1,066,994	71.05
4102	River Intake & Pump Station		-	-	NA	39,327	67,184	58.54
4103	Low Lift Pump Station		-	-	NA	12,672	12,812	98.91
4104	Raw Water Reservoir		-	-	NA	6,145	13,041	47.12
4105	Purification & Treatment		-	-	NA	853,471	926,707	92.10
4106	Transmission		-	15,000	-	290,316	533,119	54.46
4107	Distribution		-	-	NA	-	-	NA
			1,918,620	2,619,858	73.23	1,960,025	2,619,857	74.81
						41,405	(1)	
Environmental Health - Sewer								
4201	Sewage Admin - Drumheller		1,099,163	1,186,438	92.64	301,394	403,738	74.65
4202	Sewage Admin - Rosedale		-	30,331	-	-	-	NA
4203	Sewage Admin - East Coulee		26,078	32,329	80.66	12,344	16,459	75.00
4211	Sewage Collection - Drumheller		-	29,000	-	188,101	447,401	42.04
4212	Sewage Collection - Rosedale		-	-	NA	-	-	NA
4213	Sewage Collection - East Coulee		-	-	NA	3,110	11,480	27.09
4221	Sewage Treatment - Drumheller		-	-	NA	159,387	342,949	46.48
4222	Sewage Treatment - Rosedale		-	-	NA	-	-	NA
4223	Sewage Treatment - East Coulee		45,309	5,000	906.18	40,394	61,070	66.14
			1,170,550	1,283,098	91.23	704,730	1,283,097	54.92
						(465,820)	(1)	
Environmental Health - Other								
4301	Garbage		-	-	NA	202,002	254,971	79.23
			-	-	NA	202,002	254,971	79.23
Public Health and Welfare								
5101	FCSS Administration		145,747	191,218	76.22	72,593	103,993	69.81
5102	Handyman Services		5,817	8,500	68.44	26,885	47,957	56.06
5103	Seniors		-	-	NA	28,080	44,576	62.99
5105	Volunteer Program		-	-	NA	12,921	26,769	48.27
5106	After School Care		10,005	15,500	64.55	36,559	77,798	46.99
5121	Indirect Programs		8,472	-	NA	26,777	27,000	99.17
5151	Employment Services		-	-	NA	-	-	NA
5301	Health Services		57,488	76,650	75.00	74,157	76,650	96.75
5302	Non-FCSS Programs		91,940	-	NA	34,722	18,111	191.72
5601	Cemetery		17,556	90,900	19.31	31,676	107,228	29.54
			337,025	382,768	88.05	344,370	530,082	64.97
						7,345	147,314	

**Town of Drumheller
Financial Report
For The Month Ending September 2009 (un-audited) (75% through the year)**

21-Oct-09

Revenue			Expenditures			Net of Revenue and Expenses		
Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
Environmental Development								
6101 Municipal Planning	75,000	-	58,840	58,840	100.00	(16,160)	58,840	(27.46)
6201 Economic Development	2,500	-	68,121	96,569	70.54	65,621	96,569	67.95
6202 Valley Bus Society	9,148	-	41,850	60,000	69.75	32,702	60,000	54.50
6203 Community Lotteries Board	-	-	-	-	NA	-	-	NA
6204 Tourism Bureau	-	-	66,088	111,325	59.36	66,088	111,325	59.36
6601 Subdivision & Developments	271,800	-	486,640	-	NA	214,840	-	NA
6602 Land Rentals	11,683	6,370 183.41	-	-	NA	(11,683)	(6,370)	183.41
6701 Public Housing Operations	16,759	22,346 75.00	16,734	34,313	48.77	(25)	11,967	(0.21)
6902 Community Centre	-	-	-	-	NA	-	-	NA
6903 Daycare	-	-	-	-	NA	-	-	NA
6904 Old City Cells	-	12,000	2,523	14,627	17.25	2,523	2,627	96.04
6905 Police Building	56,500	146,750 38.50	98,284	175,892	55.88	41,784	29,142	143.38
	443,390	187,466 236.52	839,080	551,566	152.13	395,690	364,100	
Recreation and Culture								
7201 Administration	-	400 -	58,633	84,528	69.37	58,633	84,128	69.69
7202 Aquaplex	170,293	254,700 66.86	593,184	690,952	85.85	422,891	436,252	96.94
7203 Arena	69,638	178,034 39.12	363,525	531,459	68.40	293,887	353,425	83.15
7204 Parks and Playgrounds	12,076	33,135 36.44	410,598	700,207	58.64	398,522	667,072	59.74
7205 Seasonal Recreation Programs	19,301	16,950 113.87	27,153	26,471	102.58	7,852	9,521	82.47
7206 Curling Club	-	- NA	439	3,000	14.63	439	3,000	14.63
7401 Civic Centre	5,774	29,081 19.85	71,765	141,609	50.68	65,991	112,528	58.64
7402 Library	-	-	130,849	161,586	80.98	130,849	161,586	80.98
7403 Community Halls	-	-	-	-	NA	-	-	NA
7404 Multi-Use Recreation	-	-	-	-	NA	-	-	NA
7411 Community Events	4,100	2,000 205.00	33,914	26,046	130.21	29,814	24,046	123.99
	281,182	514,300 54.67	1,690,060	2,365,858	71.44	1,408,878	1,851,558	
Fiscal Services								
9701 Operating Contingencies	-	- NA	1,031,074	1,374,765	75.00	1,031,074	1,374,765	75.00
	-	- NA	1,031,074	1,374,765	75.00	1,031,074	1,374,765	
Total Operating Accounts								
	10,901,811	14,153,525 77.03	10,250,915	14,135,189	72.52	(650,896)	(18,336)	

Summary

General	(226,481)
Water	41,405
Sewer	(465,820)
Total	(650,896)

Expected Year to Date Percentage			75.00%
Total Revenue	10,901,811	14,153,525	77.03
Total Expenses	10,250,915	14,135,189	72.52
Net (Surplus) Deficit	(650,896)	(18,336)	

Agenda Item # 10.1

TOWN OF DRUMHELLER BYLAW NUMBER 19.09

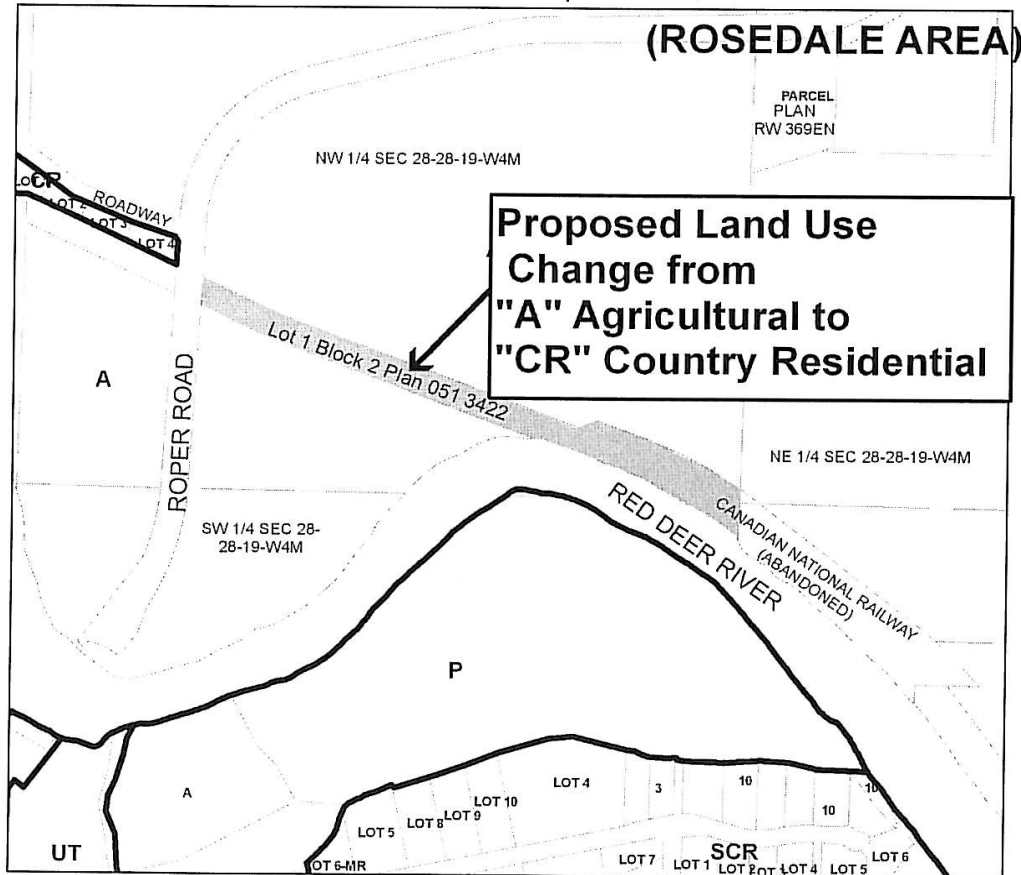
BEING A BYLAW TO AMEND LAND USE BYLAW NO. 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 639 of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Drumheller (hereinafter called the Council), has adopted Land Use Bylaw No. 19-09;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw No. 10-08; and

NOW THEREFORE the Council hereby amends Land Use Bylaw No. 10-08 as follows:

Schedule A, Land Use District Map, by re-designating the area in Lot 1, Block 2 in Plan 051 3422 in the Town of Drumheller from 'A' – Agricultural Land Use District to 'CR' – Country Residential District as shown on the plan below:



Agenda Item # 10.1

READ A FIRST TIME THIS 13th DAY OF OCTOBER, 2009

READ A SECOND TIME THIS __th DAY OF _____, 2009.

READ A THIRD TIME AND PASSED THIS __th DAY OF _____, 2009.

MAYOR

CHIEF ADMINISTRATIVE OFFICER