

Town of Drumheller COUNCIL MEETING AGENDA

May 7, 2012 at 4:30 PM

Council Chamber, Town Hall

703-2nd Ave. West, Drumheller, Alberta



Page

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

3 2.1 Proclamation - Seniors Week June 4 to 10, 2012

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

4-10 5.1.1 Regular Council Meeting Minutes of April 23, 2012

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

11-12 8.1.1 Bylaw 09.12 being a bylaw to set the 2012 Mill Rate - third reading

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

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

13.1 Councillor Jay Garbutt - Drumheller Housing Association

13.2 Councillor Jay Garbutt - Drumheller & District Solid Waste Management Association

13.3 Councillor Jay Garbutt - Taxi Commission

14.0 IN-CAMERA MATTERS

Proclamation

Seniors' Week 2012

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby proclaim June 4 – 10, 2012, to be "Seniors' Week."

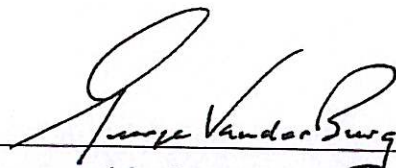
Dated this 17th Day of MAY, 2012, in Drumheller.

MAYOR TERRY YEMEN

Mayor/Reeve



Alana DeLong
Chair, Seniors Advisory Council for Alberta
MLA, Calgary-Bow



Honourable George VanderBurg
Minister of Seniors

Town of Drumheller COUNCIL MEETING MINUTES

April 23, 2012 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

ACTING MAYOR:

Lisa Hansen-Zachurak

COUNCIL:

Andrew Berdahl

Sharel Shoff

Doug Stanford

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Jack Kuzminski

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT: Mayor Terry Yemen
Councillor Jay Garbutt

1.0 CALL TO ORDER

Acting Mayor Lisa Hansen-Zacharuk called the Council meeting to order at 4:30 PM.

2.0 MAYOR'S OPENING REMARK

2.1 Motion re Council's Summer Meeting Schedule

MO2012.52 Shoff, Stanford moved to approve Council's Summer Meeting Schedule with July 3rd and July 30th, 2012 Council Meetings being cancelled and the Council Committee meetings be called by the Mayor based on Councillors' requests. Carried unanimously.

2.2 Acting Mayor L. Hansen-Zacharuk presented a letter from Mr. Paul Whittaker, Deputy Minister of Municipal Affairs advising that the Municipal Sustainability Initiative (MSI) allocation for the Town of Drumheller is \$1,572,224 which includes capital project funding of \$1,453,239 and conditional operating funding of \$118,985.

2.3 Acting Mayor Hansen-Zacharuk advised that a Fire Ban is in effect for the Town of Drumheller boundaries as of Monday, April 23, 2012 at 1:00 PM and will remain in effect until further notice.

2.4 Acting Mayor Hansen-Zacharuk advised that Mayor Yemen and Bob Cromwell are attending the Renewable Energy Conference in Medicine Hat on April 24th.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2012. 53 Shoff, Stanford moved that Council 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 April 10, 2012

MO2012.54 Stanford, Berdahl moved that Council adopt the regular Council Meeting Minutes of April 10, 2012 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 Bylaw 05.12 - Supplementary Tax Bylaw

R. Romanetz presented Bylaw 05.12 being a bylaw to authorize the supplementary assessment for improvements. He advised that the bylaw is an annual requirement under Section 313 of the Municipal Government Act with a deadline of May 1st.

MO2012.55 Berdahl, Shoff for first reading of Bylaw 05.12

Councillor A. Berdahl stated that in previous meetings he has requested that three readings in one day be avoided and he questioned the reasoning for having three readings of this bylaw tonight. B. Wulff stated that it was an oversight on his part. R. Romanetz stated that if Council wishes, a special meeting can be called prior to the end of April otherwise the Town will not be able to access this revenue. In response to a question from Council, R. Romanetz advised that the bylaw allows the Town to track new construction and apply an assessment based on substantially completed or

occupied buildings. Supplementary tax notices raise an estimated \$15,000 of revenue per year.

Vote on Motion: Carried unanimously.

MO2012.56 Shoff, Zariski for second reading of Bylaw 05.12. Carried unanimously.

MO2012.57 Berdahl, Shoff moved no objection to third reading of Bylaw 05.12. Carried unanimously.

MO2012.58 Shoff, Zariski for third reading of Bylaw 05.12. Carried unanimously.

8.1.2 Bylaw 06.12 – Business Tax Assessment Bylaw

R. Romanetz presented Bylaw 06.12 being an annual bylaw which sets the business tax rate for 2012 based on the 2011 assessments. He asked B. Wulff to provide comments on the bylaw. B. Wulff stated that the bylaw has a deadline for adoption of May 1st. He further stated this amount is in addition to the business license and is based on 3% of the annual assessment on their premises. R. Romanetz stated that Council needs to provide direction on whether to continue with the current practice of charging a business tax. He explained that it is being phased out in many municipalities. He further explained that the Town's 2012 budget has been approved to include the \$80,000 revenue. He stated that if this revenue is not collected through the business tax, it would be collected through the non residential assessment as a property tax. Council directed Administration to prepare a report on this matter including comparisons with other communities prior to the 2013 budget review.

MO2012.59 Shoff, Stanford moved first reading of Bylaw 06.12. Carried unanimously.

MO2012.60 Shoff, Zariski moved second reading of Bylaw 06.12. Carried unanimously.

MO2012.61 Berdahl, Zariski moved no objection to third reading of Bylaw 06.12. Carried unanimously.

MO2012.62 Shoff, Stanford moved third reading of Bylaw 06.12. Carried unanimously.

8.1.3 Bylaw 07.12 – Business Tax Rate

R. Romanetz presented Bylaw 07.12 being a bylaw to establish the business tax rate for 2012. He asked B. Wulff to provide comments on the bylaw. B. Wulff stated that the bylaw is an annual requirement under Section 377(1) of the Municipal Government Act. He stated that historically the rate for business tax has been 2% and this continues to be the tradition.

MO2012.63 Berdahl, Stanford for first reading of Bylaw 07.12. Carried unanimously.

MO2012.64 Zariski, Shoff for second reading of Bylaw 07.12. Carried unanimously.

MO2012.65 Shoff, Zariski moved no objection to third reading of Bylaw 07.12. Carried unanimously.

MO2012.66 Zariski, Berdahl for third reading of Bylaw 07.12. Carried unanimously.

8.1.4 Bylaw 08.12 – Borrowing Bylaw

R. Romanetz presented Bylaw 08.12 being an annual bylaw for the purpose of borrowing monies as permitted under Section 256 of the MGA. He explained that the bylaw allows Council to authorize borrowings for operating expenditures, as long as the

amount borrowed does not exceed the amount of taxes the municipality estimates will be raised in the year of borrowing. This bylaw authorizes a line of credit of \$2,020,000. B. Wulff stated that cash flow is not an issue at this time and the third reading of this bylaw could be delayed until the next Council meeting.

MO2012.67 Berdahl, Shoff for first reading of Bylaw 08.12. Carried unanimously.

MO2012.68 Zariski, Shoff for second reading of Bylaw 08.12. Carried unanimously.

MO2012.69 Berdahl, Stanford moved no objection to third reading of Bylaw 08.12. Carried unanimously.

MO2012.70 Zariski, Shoff for third reading of Bylaw 08.12. Carried unanimously.

8.1.5 Bylaw 09.12 – Tax Rate Bylaw, being a bylaw to set the 2012 mill rate

R. Romanetz presented Bylaw 09.12 being a bylaw to set the 2012 mill rate. He stated that the Municipal Government Act requires Council to pass a property tax bylaw annually to raise revenue to cover the payment of expenditures and transfers in the approved budget. B. Wulff provided an overview on the bylaw as follows:

- the Town has approved a 2012 operating budget requiring \$7,284,994;
- the Town requires \$2,180,801 to pay the Province for the Alberta School Foundation Fund requisition and \$420,992 to pay for the Redeemer CSRD No. 3 requisition;
- the Town requires \$303,715 to pay the Drumheller and District Seniors Foundation requisition;
- the total residential municipal assessment is \$664,840,930 and the total non residential (commercial) assessment is \$234,505,820; and
- additional 1.6% reflects new assessment growth which equates to 4.6% additional tax revenue from residential and non residential.

MO2012.71 Berdahl, Stanford for first reading to Bylaw 09.12. Carried unanimously.

MO2012.72 Shoff, Zariski for second reading to Bylaw 09.12. Carried unanimously.

MO2012.73 Zariski, Berdahl moved no objection to Bylaw 09.12.

In response to a question from Council, B. Wulff clarified that a two week delay would not affect revenue.

Vote on Motion:

Opposed Stanford, Hansen-Zacharuk, Zariski, Berdahl, Shoff

Motion defeated.

Council requested that Administration prepare a Press Release explaining the two scenarios for collecting taxes.

8.2. Director of Infrastructure Services

8.2.1 RFD - Street Improvement Program Award

A. Kendrick advised that the tenders for the Street Improvement Program (SIP) closed on April 17th with a total of 7 tenders received ranging from \$932,566 to \$1,433,675. The low bid was submitted by Rubydale Asphalt Works Ltd. in the amount of \$932,566.21 for two schedules. Schedule A is the SIP and Schedule B is the miscellaneous rehabilitation repairs and related work. The Engineer's construction

estimate prepared prior to tendering was \$1,047,715. The total tender includes both capital and operating items.

MO2012.74 Shoff, Zariski that Council approves the awarding of the tender for the 2012 Street Improvement Program to Rubydale Asphalt Works Ltd. in the amount of \$932,566.21 not including GST subject to Alberta Transportation approval.

In response to a question from Council, R. Romanetz advised that although the tender is under the budgeted amount, it is not likely that additional work will be included in the contract as unexpected road conditions may increase costs. He stated that Administration will monitor the program costs and provide an update to Council.

Vote on Motion: Carried unanimously.

8.3. Director of Corporate Services

8.3.1 RFD - Appointment to Economic Development Task Force

P. Salvatore advised that the Economic Development Tax Force has four (4) vacancies on their board with six (6) applications received. The EDTF has reviewed the applications submitted and recommended the reappointment of Andrew Neuman and Tara Semchuk and the addition of Summer Manca and Rob Lunman. They also request permission to increase the number of members at large from four (4) to five (5) members to allow for greater community participation.

MO2012.75 Berdahl, Stanford that Council approve the increase from the current four (4) members at large to five (5) members at large. Carried unanimously.

MO2012.76 Shoff, Berdahl that Council accept the recommendation of the Economic Development Task Force with the reappointment of Andrew Neuman and Tara Semchuk and the addition of Summer Manca and Rob Lunman for a three year term.

In response to a question on attendance, R. Romanetz clarified that if three (3) consecutive meetings are missed, the Task Force can make a recommendation to Council to have the member removed Section 4(m) of the Bylaw.

Vote on Motion:

In favour – Shoff, Stanford, Zariski

Opposed – Hansen-Zacharuk, Berdahl

Motion Carried.

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

9.1 CAO's Quarterly Report to March 31, 2012

Questions / Comments from Council:

- Starland / Drumheller West Line Water Study near completion however Starland may be looking at other options and may not be interested in having the study

completed. He recommended that the Town proceed with the study regardless of Starland's decision.

9.2 Director of Infrastructure Services' Quarterly Report to March 31, 2012

Questions / Comments from Council:

- Signage posted at parking lots need to be changed out from City to Town;
- Entrances - Landscape architect will be hired shortly;
- East Coulee Treatment Plant - pump one cell failing with the three remaining working well;
- Council thanked the PW staff for filling potholes;
- Garbage issue throughout the community;
- BCF deficiencies – Administration / Contractor are continuing to build the list and identify the most urgent being the HVAC and sound system. Need to identify the timeframe for fixing and if these items are not corrected within the timeframe, the Town will do the work and take the expenditures from the holdback.
- TWAC - Pilot project report will be presented to Council shortly. If meters are not read by the system for several months, there needs to be a manual read.

9.3 Director of Corporate Services' Quarterly Report to March 31, 2012

9.4 Director of Community Services' Quarterly Report to March 31, 2012

Question / Comments from Council:

- DMO (priority from Tourism Master Plan) – R. Romanetz advised that a meeting has been arranged with Richard Wong – Travel Alberta, Elizabeth Kuhnel – Province and Marty Eberth – Travel Alberta to discuss a strategy and move this item forward.
- Civic Centre renovations – partnership is being arranged with the Institution on stripping the interior with the work to commence in the next 30-60 days. The architect has completed the preliminary drawings. The groups currently renting space at the Civic Centre will be advised and provided with options that may be available to them.

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 matters, the Mayor declared the meeting adjourned at 6:24 PM.

Mayor

Chief Administrative Officer

Town of Drumheller ***Agenda Item # 8.1.1***
Bylaw Number 09.12

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF DRUMHELLER ALBERTA FOR THE 2012 TAXATION YEAR.

WHEREAS the Town of Drumheller has approved the 2012 Budget requiring property tax revenue of \$7,284,994

AND WHEREAS the required tax to pay the requisition from the Province for the Alberta School Foundation Fund and the requisition for Christ the Redeemer CSRD No. 3 is \$2,180,801.04 and \$420,992.63, respectively;

AND WHEREAS the required tax to pay the requisition from the Drumheller and District Seniors Foundation is \$303,715.00;

AND WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

AND WHEREAS the assessed value of all property in the Town of Drumheller as shown on the assessment roll is:

Assessed Value of Property	Municipal	Education	Seniors
Residential/Farmland	664,840,930	660,554,600	660,554,600
Non-Residential	234,505,820	234,505,820	234,505,820
Machinery and Equipment	3,385,020	exempt	3,385,020
Total Assessment	902,731,770	895,060,420	898,445,440

NOW THEREFORE the Council of the Town of Drumheller, in the Province of Alberta, hereby enacts as follows:

- that the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Drumheller.

2012 Municipal Tax Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	4,644,379	664,840,930	0.00698570
Non-Residential/M&E	2,640,588	237,890,840	0.01110000
Totals	7,284,968	902,731,770	

2012 Education Tax Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	1,702,381	660,554,600	0.00257720
Non-Residential/M&E	903,645	234,505,820	0.00385340
Totals	2,606,026	895,060,420	

2012 Seniors Foundation Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	223,267	660,554,600	0.00033800
Non-Residential/M&E	80,407	237,890,840	0.00033800
Totals	303,675	898,445,440	

...

Agenda Item # 8.1.1

2. that this bylaw shall take effect on the date of the third and final reading.

READ A FIRST TIME this 23rd day of April, 2012.

READ A SECOND TIME this 23rd day of April, 2012.

READ A THIRD TIME AND PASSED this 7th day of May, 2012.

MAYOR

CHIEF ADMINISTRATIVE OFFICER