

Town of Drumheller COUNCIL MEETING AGENDA

May 5, 2014 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



Page

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

2.1 Presentation to Tessa Chomas

3-6 2.2 Mental Health Week May 5 - 11, 2014

2.3 Next Council Regular Meeting will be held on Tuesday - May 20, 2014 due to the Statutory Holiday on May 19th, 2014

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

7-12 5.1.1 Regular Council Meeting Minutes of April 22, 2014

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

Page

8.1. CAO

13-15 8.1.1 RFD - Munson Booster Station

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 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

14.1 Legal Matter

14.2 Personnel Matter

BY THE MAYOR OF DRUMHELLER

A PROCLAMATION

In Support of the Week of Mental Health

Mental Health is an annual public education campaign designed to encourage Canadians to talk, reflect and engage with others on the importance of mental health and the reality of mental illness; and

WHEREAS:

1 in 5 Canadians today will suffer a mental disorder in their lives. The remaining 4 Canadians will be affected by a mental illness through a family member, friend, or co-worker;

WHEREAS:

Mental Health Awareness leads to more educated, caring and compassionate communities which are fundamental for the well-being of all its citizens.

THEREFORE:

I, Terry Yemen, Mayor of Drumheller, do hereby proclaim

The week of May 5 to 11, 2014 as
MENTAL HEALTH WEEK

phine

~ *definition (adjective)*

Saying you're fine
when you are not.



#phine

CMHA'S 63RD ANNUAL MENTAL HEALTH WEEK
fine or phine?
MAY 5-11 TELL US HOW YOU REALLY FEEL
A BE MIND FULL INITIATIVE
DONATE AT MENTALHEALTHWEEK.CA



Canadian Mental
Health Association
Mental health for all

Mental Health Week May 5 - 11, 2014



MAJOR SPONSORS



WHY IS YOUR MENTAL HEALTH SO IMPORTANT?

Mental health is key to our well-being. We can't be truly healthy without it. It involves how we feel, think, act, and interact with the world around us. Mental health is about realizing our potential, coping with the normal stresses of life, and making a contribution to our community.

Good mental health isn't about avoiding problems or trying to achieve a 'perfect' life. It's about living well and feeling capable despite challenges.

Each of our paths to mental well-being will be unique. We all have our own goals, our own challenges, our own talents, and our own supports. But good mental health is within everyone's reach.

MAINTAINING YOUR MENTAL HEALTH IS A LOT LIKE STAYING PHYSICALLY FIT: IT REQUIRES A LITTLE EFFORT EVERY DAY

But the rewards are great! Mostly, it's about finding balance in your life. Everyone has to face stresses and demands, but we all need and deserve a break sometimes. Devote a little of each day to improving your mental health. You'll reap the benefits in the same way that daily physical exercise makes you stronger and fitter.

For everyday tips for keeping mentally healthy, visit mentalhealthweek.ca.

MAINTAINING YOUR MENTAL HEALTH SOMETIMES MEANS SEEKING THE HELP OF A PROFESSIONAL

- If you have a mental health concern, speak with your doctor.
- For financial challenges, contact a financial planner or debt advisor.
- For direction in your work life, speak to a career counsellor and make a career plan.
- To repair relationships with loved ones and friends, talk to an expert and work through the issues.

ASKING FOR HELP

While family and friends are important supports, there are other resources out there to help you as well.

Possible sources of information and inspiration include:

- websites of reputable mental health organizations such as CMHA
- books about specific mental health problems
- films, videos and audio tapes
- courses and workshops offered through community centres, schools and universities
- people you admire for their ability to find balance

HOW CMHA AND OTHER MENTAL HEALTH ORGANIZATIONS CAN HELP

Learn how to take care of your mental health. Get the facts about mental illness. Find help for yourself or others.

CMHA can help. We have a remarkable team of more than 10,000 volunteers and staff across Canada providing vital services and support to well over half a million Canadians every year.

For more information on mental health programs and services in your community or to donate to CMHA, go to CMHA's website at cmha.ca and mentalhealthweek.ca. Or contact your local CMHA, or any other community mental health agency/organization, to obtain information on available supports and services close to you.



What are you doing for your mental health?

Follow AHS as we take you through seven steps for positive mental health

Alberta Health Services challenges you during Mental Health Week, May 5 – 11, to take care of yourself and learn to de-stress by reminding you that small steps make a big difference.

Share with us the simple ways you are de-stressing and improving your mental well-being through your Facebook and Twitter. Hashtag your posts with #AHSMentalHealthWeek.



Day 1 – Food and Mood

What we eat can affect how we feel. Eating healthy makes us feel healthy. What healthy foods did you eat today? Post your healthy snack or recipe.



Day 2 – Get moving

Exercise releases chemicals in your brain that help improve your mood. Did you get moving today? Post creative ways you fit exercise in to today.



Day 3 – Be yourself

How you feel about yourself can play a big part in your mental well-being. You are unique. Post three things you like about yourself or post a picture of your awesome self.



Day 4 – Laugh

It may sound simple, but laughter is a powerful antidote for stress. Do something silly. Tell us what you did today that helped make you laugh.



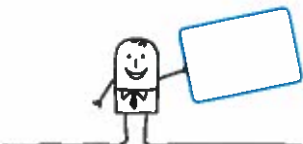
Day 5 – Give gratitude

Giving thanks builds stronger relationships and helps make you feel more positive. Look for the good in your day. Share one thing you're thankful for.



Day 6 – Get your groove on

Music has the ability to change our moods and can help pick us up when we're feeling down. Tune in. Share a song that helps you de-stress.



Day 7 – Do something good

Giving is receiving. Showing kindness improves your mood and connects you to others. What random act of kindness did you do today? Post how you made someone smile.

For more information on the challenge or to follow along check it out:

- AHS_behealthy, https://twitter.com/ahs_behealthy
- Facebook <https://www.facebook.com/pages/Alberta-Health-Services/179579998746821>
- www.albertahealthservices.ca

**Town of Drumheller
COUNCIL MEETING
MINUTES**

April 22, 2014 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

ACTING DIRECTOR OF CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT: Councillor Jay Garbutt

DIRECTOR OF INFRASTRUCTURE SERVICES: Allan Kendrick

1.0 CALL TO ORDER

Mayor Terry Yemen called the meeting to order at 4:36 PM.

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2014.53 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 April 7, 2014

MO2014.54 Zariski, McMillan moved to adopt the regular Council meeting minutes of April 7, 2014 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 5.2.1 Municipal Planning Commission Meeting Minutes of February 12, 2014
Municipal Planning Commission Meeting Minutes of March 5, 2014
Municipal Planning Commission Meeting Minutes of March 10, 2014

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

- 6.1 Daniel Luymes and Alan Litster, BDO - 2013 Audited Financial Statements via conference call. Their overview includes the following comments:
- Clean audit report based on materiality at 2% of revenues. No unadjusted errors;
 - Page 2 Consolidated Statement of Financial Position – Accumulated surplus – total of \$142,753,070. Cash and short term investments \$5.00M - cash down \$4M from last year due to grant dollars not received for East Coulee water line and flood recovery. Investments are \$3.15M. Deferred revenues down from \$3.79M over last year to \$2.54M in 2013 with an end net position decreased. Tangible capital assets increased by \$3M over last year. Improved position from 2012 to 2013.
 - Page 3 Consolidated Statement of Operations (revenues and expenses by type for the 12 months). Revenue received \$18.2 (Net municipal taxes raised is \$7.78). Expenses were \$19.3M; excess of revenue over expenses is \$4.59M. Protective Services is \$2.3M budgeted and actual is \$2.89 due to emergency services repairs as part of flood. Accumulated surplus at the beginning of the year is \$138.1M plus excess of revenue over expenditures of \$4.59M equaling an accumulated surplus at the end of the year of \$142.7M.
 - Page 4 Consolidated Statement of Changes in Net Financial Assets (Debt) – excess of revenue over expenditures of \$4.59M and additions and reductions of tangible capital assets for a total of net change in net debt of \$1.22M which is added to the balance at the beginning of the year of \$4.59M which gives the balance at the end of the year (\$1.52M).
 - Page 9 - \$5M cash is in bank of which \$2.5M is dedicated and \$2.5M can be used for own purposes.
 - Page 22 - Note 18 - \$15.7M is available for future capital projects – the Town is in a strong financial position.
 - Page 23 - Note 20 Budget – Amortization was budgeted for in the water and wastewater departments. The budget for tangible capital assets outside of water and wastewater did not include amortization. Note 20 adjusts the budget to reflect amortization being budgeted in order to have comparable actual to budget statements. As a result, the budget figures presented in the statements of operations and change in net financial assets (debt) represent the budget adopted by Council on March 25, 2013.

D. Luymes concluded his report by commending Administration on the careful management of tax dollars. He further stated that the Management Letter contains no issues and no carry forwards. He expressed appreciation to the Town staff for their assistance.

MO2014.55 Shoff, Zariski moved to approve the 2013 financial statements as presented. Carried unanimously.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Bylaw 03.14 being a bylaw to set the 2014 Mill Rate

R. Romanetz presented Bylaw 03.14 and asked B. Wulff to speak to it. B. Wulff advised that based on option 3A (with commercial components of \$80,000 added to non-residential properties), the mill rate increase for residential is 1.65% and non residential is 5.22%. Each residential property owner can expect an average increase of \$15.00 on their tax bill.

MO2014.56 Shoff, Zariski moved first reading to Bylaw 03.14. Carried unanimously.

MO2014.57 Hansen, Kolafa moved second reading to Bylaw 03.14. Carried unanimously.

MO2014.58 McMillan, Hansen-Zacharuk moved no objection to third reading. Carried unanimously.

MO2014.59 Shoff, Zariski moved third reading. Carried unanimously.

8.1.2 Bylaw 04.14 being a bylaw to amend Bylaw 23.06 and Bylaw 24.10, being local improvement taxes Rosedale Cambria Water Distribution System

R. Romanetz presented Bylaw 04.14 amending local improvement Bylaw 23.06 and Bylaw 24.10 for water distribution to Rosedale and Cambria. In accordance with the Municipal Government Act, if there is an increase in number of lots then a local improvement bylaw must be recalculated on an annual basis and the annual payment adjusted accordingly. He explained that property along Mabbott Drive has been subdivided which has created 11 new lots – this plan was registered 3-4 months ago.

MO2014.60 Hansen-Zacharuk, Shoff moved first reading to Bylaw 04.14. Carried unanimously.

MO2014.61 McMillan, Kolafa moved second reading to Bylaw 04.14. Carried unanimously.

MO2014.62 Shoff, McMillan moved no objection to third reading to Bylaw 04.14. Carried unanimously.

MO2014.63 Shoff, Zariski moved third reading to Bylaw 04.14. Carried unanimously.

8.1.3 Bylaw 05.14 being a bylaw to amend the Land Use Bylaw 10.08

R. Romanetz presented Bylaw 05.14 which proposes a number of changes either of housekeeping items or clarification that would allow for the Municipal Planning Commission to act upon now. He provided a quick overview of the changes which include new definitions for clarification, deletion of boarding houses as it did not fit within the needs of community, placement of communication structures (through the guidelines for the FCM the municipality by passing guidelines can be proactive), new selection for work camps allowed in community on a temporary basis – allow in certain areas, other minor modifications relating to the subdivision in Newcastle area. He explained that following the required advertising period a public hearing will be held at which time Brad Wiebe from Palliser Regional Municipal Services will provide more details to the proposed changes. As well, at that time Council would consider any submissions raised by the public. He further advised that MPC has reviewed the changes as presented.

MO2014.64 Zariski, Hansen-Zacharuk for first reading to Bylaw 05.14.

Discussion on motion

Councillor T. Zariski (Council representative to MPC) stated work camp housing has been used in the past in other communities such as Hanna - ATCO as an example, set up work camps with servicing for their workers on a temporary basis and the area has now been turned into a subdivision that their town can use. In response to a question from Council on why the Town would be eliminating a boarding house, T. Zariski explained that other communities such as City of Calgary has omitted this type of housing because it could be regulated by other bylaws that are in place, for example, parking. Boarding houses would be a bylaw on people rather than property and would fall under Health Codes. More information to follow when Brad Wiebe presents his planning report at the public hearing scheduled for May 20th.

Vote on motion: Carried unanimously.

8.1.4 Bylaw 06.14 being a bylaw to close a portion of unused and undeveloped street within Block 51, Plan 2193CC (Newcastle area)

R. Romanetz presented Bylaw 06.14 which proposes to close a portion of unused road allowance to accommodate DARTS' new development. DARTS' proposed development does not meet the setback requirements unless they receive an easement from the Town. Discussion at MPC level suggests that the entire area along the undeveloped Riverside Avenue be closed as this would allow adjacent property owners to purchase the property from the Town. They would be required to pay the market value, share of survey costs and any legal or planning expenses related to the subdivision. He further explained that the undeveloped Riverside avenue is a registered roadway which would be closed and the Town would be prepared to sell this land to the affected property owners with the remainder of area to become part of Newcastle beach.

MO2014.65 Shoff, McMillan moved first reading to Bylaw 06.14. Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD - Assessment Services

B. Wulff advised that two tenders were received for assessment services from Wildrose Assessment Services and KCL Consulting Inc. for a five year contract. He stated that Wildrose has been uncontested since 1996. He explained that after reviewing two references and scoring based on the weighting system attached to the request for proposal, Wildrose is the preferred firm.

MO2014.66 McMillan, Hansen-Zacharuk moved to accept the proposal from Wildrose Assessment Services for a five year term at the rates as outlined in their proposal; and further, that Rod Vikse of Wildrose Assessment Services be appointed as the "Municipal Assessor".

Discussion on motion:

In response to questions from Council, B. Wulff explained if a property owner has questions concerning their taxes, R. Viske meets with them one on one prior to the complaint being moved forward to the appeal process. Any property owner can call the assessor if they have any questions. B. Wulff explained that if you pay your tax bill by January 31st there is a 3.5% payment reduction; if you pay on the last day of February there is a 3% prepayment bonus.

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 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS MO2014.67 Hansen-Zacharuk, Shoff moved to go in camera at 5:46 PM. Carried unanimously.

14.1 Personnel Matter

MO2014.68 Shoff, Zariski moved to revert to regular meeting at 6:24 PM. Carried unanimously.

MO2014.69 McMillan, Zariski moved that Council approve a 3% increase to all out of scope employees excluding the CAO retroactive to January 1, 2014. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:25 PM.

Mayor

Chief Administrative Officer



DRUMHELLER

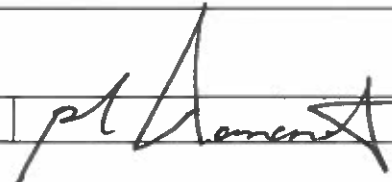
CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.1



Request for Decision

Date: May 2, 2014

Topic:	MUNSON BOOSTER STATION		
Proposal:	In March, 2005 Bylaw 06.05 was adopted for the purpose of leasing a portion of a municipal reserve to the Village of Munson for their water booster station (as shown on the shaded area - at the north end of 14 th St. NW). Hunter Survey Systems has further researched the feasibility of leasing a portion of an MR to Munson and land titles will not accept this as a proper registration. B. Hunter recommends that a portion of the municipal reserve needs to be subdivided out to create a Public Utility Lot. A motion is required to create the PUL.		
Proposed by:	Hunter Survey Systems		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	Motion as attached.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

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THIS IS A RESOLUTION OF THE COUNCIL OF THE TOWN OF DRUMHELLER, a Municipal Corporation in the Province of Alberta for the purpose of advising the Registrar of the South Alberta Land Titles Office that the necessary action has been taken to close and remove from public use certain portions of a Municipal Reserve in accordance with Section 674(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, as amended. In this regard; this is to advise and confirm that:

- A. The Council of the Town of Drumheller published notices in the Drumheller Mail once a week for two consecutive weeks on 9th. March 2005 and the 16th. March 2005; the last of such publications being at least five days before a day fixed for the passing of By-Law No. 06-05; and
- B. The Council of the Town of Drumheller held a public meeting on the 21st day of March 2005 to provide an opportunity for all interested parties to be heard and posted a site notice of their intentions at the subject site; and
- C. The Council of the Town of Drumheller was not petitioned for an opportunity to be heard by any person prejudicially affected by the closing of the said Municipal Reserve and passed By-Law No. 06-05 on 21st. March A.D. 2005 to effect the removal of certain lands from Municipal Reserves.

We now hereby appoint our Chief Administrative Officer; Raymond M. Romanetz as our designated officer to notify the said Registrar accordingly of this decision and to request that the Municipal Reserve designation be removed from that portion of LOT 10 M.R., BLOCK 1, PLAN 791 1281 shown on the attached SCHEDULE -- 'A' in the following manner or other manner the Land Titles Office sees fit to carry out this intent:

- 1. That this resolution and a plan of subdivision creating a Public Utility Lot for the land shown cross-hatched in SCHEDULE -'A' be registered concurrently in the Land Titles Office and:
 - (a) remove the designation "M.R." from that portion of
LOT 10 MR, BLOCK 1, PLAN 791 1281
which lies within LOT 11 PUL, BLOCK 1, PLAN
 - (b) create a new PUBLIC UTILITY LOT containing the land cross-hatched shown
on "SCHEDULE - 'A' " in the name of the Town of Drumheller described as:

LOT 11 PUL, BLOCK 1, PLAN.....

IN WITNESS WHEREOF and on behalf of the Council of the Town of Drumheller we have hereto affixed our Municipal Corporate Seal as attested to by the hands of our proper officers this day of April A.D., 2014.

TOWN OF DRUMHELLER

MAYOR TERRY YEMEN

Seal

CHIEF ADMINISTRATIVE OFFICER
RAYMOND M. ROMANETZ, P.ENG.

MIDLAND DISTRICT
— DRUMHELLER, ALBERTA —


PLAN SHOWING AREA REQUIRED
FOR WATER LINE PUMP STATION
AFFECTING PART OF
LOT 10 M.R. (CLOSED PORTION)
BLOCK 1, PLAN 791 1281
WITHIN THE
N.W.1/4 SEC.10, TWP.29, RGE.20, W.4M.

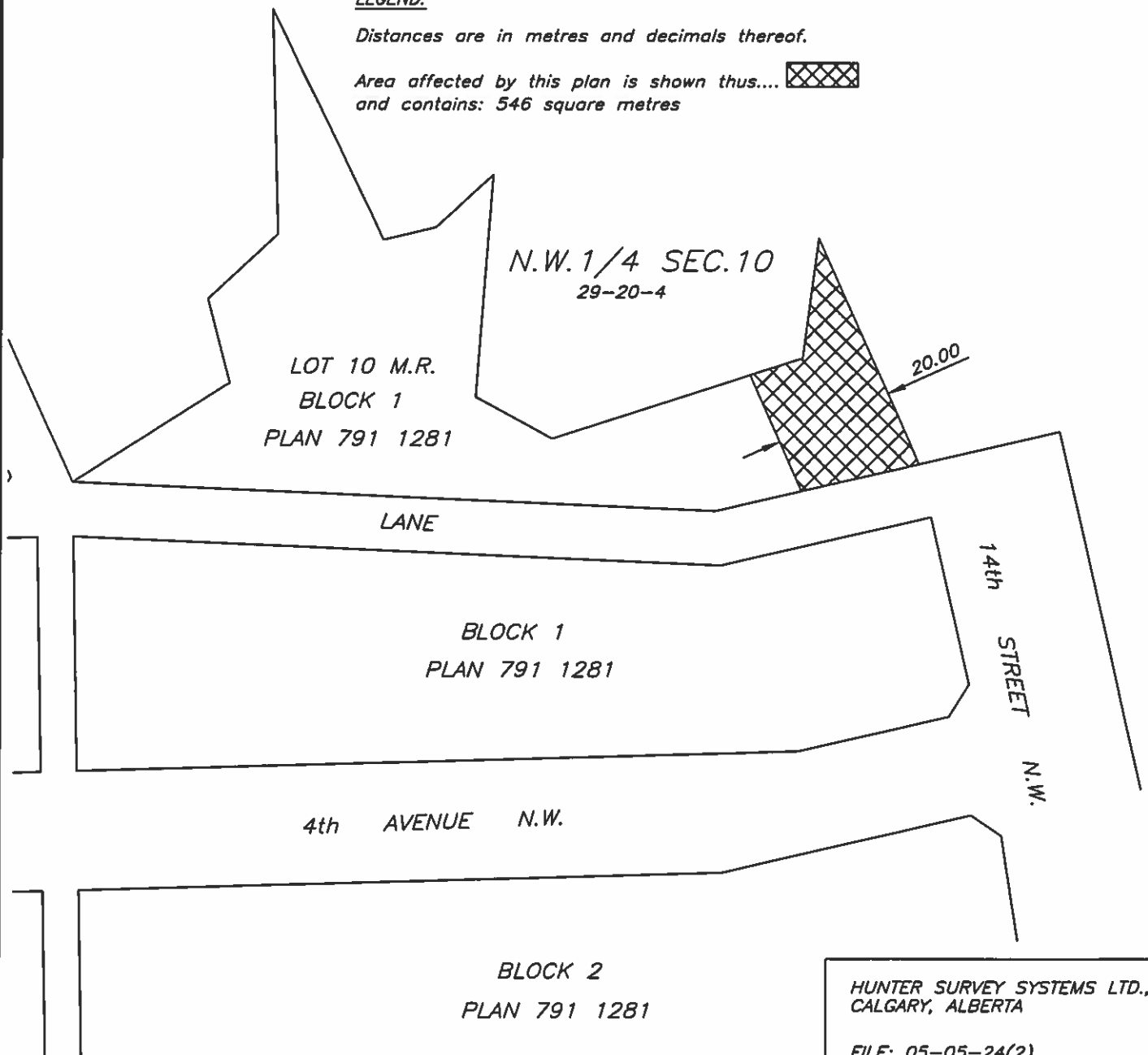


— SCALE= 1:1000 — 2005 — W.R.HUNTER, A.L.S. —

LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is shown thus... 
and contains: 546 square metres



HUNTER SURVEY SYSTEMS LTD.,
CALGARY, ALBERTA

FILE: 05-05-24(2)