

Town of Drumheller COUNCIL MEETING AGENDA

**October 5, 2015 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta**



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1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

3-7 5.1.1 Regular Council Meeting Minutes of September 21, 2015

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Drumheller Skateboard Park - Brooke Christianson and Trevor Gough

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

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8-10 8.3.1 RFD - 2015 Tax Recovery Public Auction

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10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

**Town of Drumheller
COUNCIL MEETING
MINUTES**

**September 21, 2015 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4**



**PRESENT:
ACTING MAYOR:**

COUNCIL:
Jay Garbutt
Lisa Hansen-Zacharuk
Patrick Kolafa
Tara McMillan
Sharel Shoff
Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

ABSENT: MAYOR Terry Yemen

DIRECTOR OF INFRASTRUCTURE SERVICES: Allan Kendrick

1.0 CALL TO ORDER

2.0 ACTING MAYOR'S OPENING REMARK

Acting Mayor T. Zariski presented a letter from John McGowan – AUMA CEO congratulating the Town of Drumheller on the successful completion of our energy efficiency retrofit project under the Taking Action to Manage Energy (TAME) Buildings Initiative and advising that the Town will receive reimbursement of eligible project costs under the TAME Building Initiative in the amount of \$50,000.

3.0 PUBLIC HEARING

Regular Council Meeting Minutes
September 21, 2015

4.0 ADOPTION OF AGENDA

Addition to Agenda: 8.5.1 Railway Ties Stockpiling

MO2015.131 Shoff, Hansen-Zacharuk moved to adopt the agenda as amended. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of September 8, 2015

Correction of Item 8.1.1 "AUC adjusted the rate in January 2015 to the rate of \$2558 (not \$25.58) per fixture" and sentence added to Item 8.1.2 that reads, "R. Romanetz agreed to contact Stevenson Homes and ask for a clarification".

MO2015.132 Garbutt, McMillan moved to adopt the regular Council Meeting minutes of September 8, 2015 as amended. 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 2015 Road Program / Infrastructure Projects Update

R. Romanetz provided the following overview on the road program:

- Riverside Drive overlay from 10th St. to 14th St. has been completed.
- 12th St. W (north end portion as this is the Town's responsibility) – work included digging out 2 ½ feet followed by the installation of the base. This road was paved September 19th – all that remains is patch work.
- South end of 12th St. - west 300 metres of roadway needs to be constructed by Border Paving within the next six (6) weeks – the costs will be paid 100% by ATCO.
- 1st St. W – concern of two gas lines going through the roadway that had to be replaced and moved to the east boulevard – took 3 weeks to complete which delayed the project. The base has been installed and the roadway is now paved and sealed. Top soil and rock replacement work remains outstanding.
- Work by the Wayne Hotel completed 10 days ago.
- 95% completed on the SIP – some patching still needs to be done in various areas. The contractor working for CN Rail has patched over the crossings

however there will be additional work carried out later this fall or next spring for a proper overlay as the crossings have been identified as a deficiency.

- Various holes in our roads over a significant part of the community (created by the gas company and Telus) will require patching. Some of the patching work has started however G. Peters working with PW staff will ensure that the holes that now contain gravel will be patched. This work has been recognized as a high priority.

Other infrastructure projects overview as follows:

- Hillsvue Phase 2 Subdivision - base installed and the surface has been oiled. Paving will commence September 22nd; once the pavement is finished, the shallow utilities will be installed.
- Cast Iron Replacement Program – 80% complete with a completion date of mid October. A 2-3 week extension has been granted (covered under the contingency fund) as the lines installed in the 1920 /30's based on asbuilts at that time do not match the drawings in the field.
- Aquaplex Modernization / Retrofit Project – the Request for Proposal went out on September 15th and closes on September 30th. Administration will require 10 days to review the proposals and make a recommendation to Council at their October 19th meeting. It is expected that the functional review and public input phase will take two months with a project completion date of December 31st and for introduction in the capital plan in January. The review will include some open houses and direct meetings with major stakeholders - schools, swimming clubs, Tyrrell Museum, and other user groups. Administration will also put together a survey / questionnaire on the website and expect that consultants, as part of their proposal, will hear from the public and correlate the feedback into their findings. The proposal asks for detailed cost estimates so that work can be prioritized however recognizing that the work needs to be carried out in a consecutive manner, for example pool basin to zero depth entry to deck surfacing to upgrading the locker rooms and washroom. Priorities will be set during the capital budget deliberations with project start up by May, 2016 when the outdoor pool is open.
- Councillor Lisa Hansen-Zacharuk expressed appreciation on behalf of the residents in the Bankview area for the extension of the sidewalk to the playground.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 Store Front Improvement Grant 2016 Framework Presentation by the Economic Development Task Force

Chair Diana Rowe stated that as indicated in the Economic Development Task Force's strategic plan which was previously presented to Council, the Drumheller Storefront Improvement Program was identified as a strategy to revitalize the downtown core and to financially assist in improving the aesthetic appeal of the Drumheller's storefronts. She explained that the budget commitment from the Town would be \$30,000 which would allow 6 (six) businesses to receive a matching grant up to a maximum of \$5000 each. She further explained that the business owners would be responsible for 50% of the improvement costs and would be reimbursed upon proof that the upgrades have been made to their storefront. The program would be open to all business owners within the Drumheller Corporate limits. D. Rowe reviewed possible upgrades that would be eligible to receive funds as follows: new signage, new windows, paint, siding, main door replacement, patio construction, wheel chair ramps, plants and planters and awnings. This grant would open on January 1st 2016. She further explained that any applicants that are in arrears of any municipal financial obligations would not be eligible under the program, as well as any business forced to deal with safety code violations.

P. Salvatore advised that the budget allocation of \$30,000 would be covered under the existing economic develop budget so there is no additional cost to the program with the removal of other activities to make way for this program. Councillor L. Hansen-Zacharuk asked how applicants would be approved. D. Rowe explained that the Economic Development Task Force would review applications based on eligibility and criteria on a first come, first serve basis and once approved, the applicant can move forward with their improvement. Renters are eligible with the business owner's consent. Once the upgrade has been completed, the Economic Development Officer / Task Force would review the project as per requirements and then release the funding to them.

Councillor T. Zariski questioned whether any building listed on the heritage inventory would be able to eligible for an improvement. D. Rowe explained that an applicant would be required to go through the Town's development process and it would be noted that the building is part of the heritage inventory. P. Salvatore explained that if the improvement is a maintenance issue only, it would not impact the heritage criteria.

Council thanked Diana for her presentation on behalf of the Economic Development Task Force.

8.5. DIRECTOR OF PROTECTIVE SERVICES

G. Peters advised that the railway ties have been accumulating since the lines have been decommissioned and they are being stockpiled along Hwy 10 east. He further advised that he approached the contractor and expressed concerns with the large stockpile being a potential fire hazard due to the railway ties containing creosote. He also spoke with a CN official and expressed the same concern. The CN official has advised that the stockpile will be removed by the end of October. In response to a question from Council, G. Peters explained that regardless of the Town's concerns, the area is not secured. R. Romanetz recommended that if the Town does not have any assurances from CN that the site is secured, the Town should contact Red Deer Fire

Regular Council Meeting Minutes
September 21, 2015

Commissioner's Office as a 24 hour watch is not an unreasonable request based on the current circumstances.

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 MO2015.133 McMillan, Kolafa moved to go in camera at 5:10 PM. Carried unanimously.

14.1 Land Matter

MO2015.134 Garbutt, Kolafa moved to revert to regular Council Meeting at 6:12 PM. Carried unanimously.

There being no further business, the Acting Mayor declared the meeting adjourned at 6:12 PM.

Mayor

Chief Administrative Officer



DRUMHELLER

CORPORATE SERVICES



Request for Decision

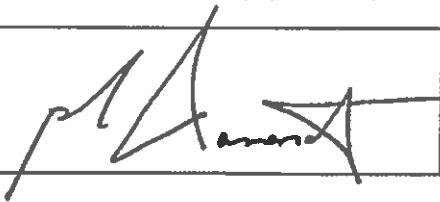
		Date:	October 5, 2015
Topic:	2015 Tax Recovery Public Auction		
Proposal:	As part of the tax recovery process under the <u>Municipal Government Act</u> , properties with a tax caveat registered against them must be offered for public auction one year after the date of the tax caveat. The properties due for auction now had caveats registered against them in 2014. As part of this process Council must set the terms and reserve bids for the properties in question. In the past, the terms have been cash and the reserve bid for each property has been equal to its current year's assessment.		
Proposed by:	Barbara Miller, Director of Corporate Services		
Correlation to Business (Strategic) Plan	N/A		
Benefits:	<p>Section 419 of the <u>Municipal Government Act</u> states that Council must set a reserve bid for each property and the reserve bid must be as close to market value as possible.</p> <ul style="list-style-type: none"> The property assessment value is updated on an annual basis and is based on the mass appraisal approach. These are preliminary values as of July 31, 2015. 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:	An individual property appraisal report is not conducted. This method is more accurate than the mass appraisal standards used for assessments. However, it is cost prohibited for many of the properties being auctioned in 2016 as most properties are eventually redeemed by the owner. The cost of a property appraisal would be passed on to the property owners.		
Alternatives:	The properties could be appraised by a professional appraiser to determine the proper reserve bid.		
Finance/Budget Implications:	Costs associated with the auction are applied against the properties on the auction list.		
Operating Costs:	N/A	Capital Cost:	N/A
Budget Available:	N/A	Source of Funds:	N/A
Budget Cost:	N/A	Underbudgeted Cost:	N/A

CORPORATE SERVICES

Telephone: (403) 823-1311

Council – RFD – Tax Recovery Reserve Bid Report - 2015	Created By: Barbara Miller, CGA 10/1/2015 9:34 AM	1
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Agenda Item # 8.3.1

Communication Strategy:	The <u>Municipal Government Act</u> requires specific advertising and notification steps: Advertised in The Alberta Gazette – November 15, 2015 Letters to property owners and those with an interest – on or about December 11, 2015 Advertised in local newspaper – January 8, 2016 Auction – January 22, 2016		
Recommendations:	That Council set the assessed value as the reserve bid price for properties for the January 22, 2016 tax recovery auction. Furthermore, the successful bidder must pay via cash, or cash equivalent.		
Report Writer:		CAO:	
	Barbara Miller		
Position:	Director of Corporate Services		

Council – RFD – Tax Recovery Reserve Bid Report - 2015	Created By: Barbara Miller, CGA 10/1/2015 9:34 AM	2
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Agenda Item # 8.3.1

Town of Drumheller 2015 Tax Auction Property List

Assessment #	Legal Description	Civic Address	Type	Preliminary Assessment Values - July 31, 2015
01014703	2089BN/12/3&N 1/2 OF 4	413 - 4 Street E	(R-1A) Residential w/Building	\$ 165,600.00
02025005	7251CK/4/9/6	745 - 3 Avenue W	(R-3) Residential w/Building	\$ 81,400.00
03060307	05142B1/-4/UNIT 14	3 Garden Way	(R-4) Residential w/Building	\$ 295,000.00
04014908	8017GH/1/11	109 - 7 Avenue SE	(M-1) Residential w/Building	\$ 80,000.00
05011309	3734JK/3/9	1024 - 12 Avenue SE	(R-1) Residential w/Building	\$ 202,000.00
07022700	7910367/13/8	1625 - 4 Avenue SW	(MHR) Residential w/Building	\$ 100,000.00
07025829	1110970/11/8	812 - 3 Street SW	(R-1A) Residential w/Building	\$ 410,000.00
07025837	1110970/11/7	816 - 3 Street SW	(R-1A) Residential Land Only	\$ 80,000.00
07025845	1110970/11/6	820 - 3 Street SW	(R-1A) Residential Land Only	\$ 70,000.00
07025852	1110970/11/5	823 - 3 Street SW	(R-1A) Residential Land Only	\$ 70,000.00
07025866	1110970/11/2	811 - 3 Street SW	(R-1A) Residential w/Building	\$ 150,000.00
07025894	1110970/11/1	955 - 3 Street SW	(R-1A) Residential w/Building	\$ 182,000.00
13007208	5808GX/7/14-15	540 Centre Street, Cambria	(SCR) Residential Land Only	\$ 29,000.00
14007405	3815EC/2/10-12	117 - 1 Street, East Coulee	(SCR) Residential w/Building	\$ 130,000.00
17001405	7611000/1A	572 Hunter Drive, Macnine	(C-1) Residential & Commercial w/ Building	\$ 135,000.00
17002205	7611000/1/E	502 Hunter Drive, Macnine	(R-1) Residential w/Building	\$ 315,000.00
19052406	3421ED/R/-	5335 Highway 10, Rural Central	(CR) Residential w/Building	\$ 270,000.00

No Manufactured Homes (Mobile Homes) for 2015 Tax Sale