

Town of Drumheller COUNCIL MEETING AGENDA

**November 16, 2015 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta**



Page

1.0 CALL TO ORDER

2.0 ACTING MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 3-12 5.1.1 Organizational Council Meeting Minutes of November 2, 2015
Regular Council Meeting Minutes of November 2, 2015

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

- 6.1 Presentation from Telus re Smart Cities App

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

- 13-15 8.1.1 RFD - Appointments to Airport Commission

8.1. CAO

16-17 8.1.2 RFD - Appointment to Drumheller Housing Administration

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 Presentation re Sponsorship for BCF, Aquaplex and Arena

8.4.2 Public Open Houses

1) Aquaplex Modernization to be held on November 17th from 6:00 PM to 8:00 PM at the Drumheller Aquaplex

2) Seniors' Housing to be held on November 19th from 1:00 PM to 5:00 PM at the Badlands Community Facility

8.5. DIRECTOR OF PROTECTIVE 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

13.1 Acting Mayor Jay Garbutt - Taxi Commission Update

14.0 IN-CAMERA MATTERS

14.1 Legal Matter

**Town of Drumheller
ORGANIZATIONAL MEETING
MINUTES**

November 2, 2015 at 4:30 PM
Council Chambers, Town Hall
224 Centre Street, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Libby Vant

ABSENT:

COUNCILLOR Jay Garbutt

COUNCILLOR Sharel Shoff

1.0 CALL TO ORDER

Mayor T. Yemen called the Organizational Meeting to order at 4:30 PM.

2.0 BOARD APPOINTMENTS

2.1. RFD – Council Appointments to Boards

Mayor T. Yemen presented the Town's 2014/15 Council Board Appointments as follows:

Airport Commission

Patrick Kolafa

Agenda Item # 5.1.1

Municipal Planning Commission

Tom Zariski
Sharel Shoff
Sharel Shoff
Terry Yemen

Palliser Regional Municipal Services
Drumheller Chamber of Commerce
Drumheller & District Solid Waste
Management Association

Patrick Kolafa
Ray Romanetz
Tara McMillan
Allan Kendrick
Patrick Kolafa

Valley Bus Society

Drumheller Public Library Board

Community Futures
Community Advisory Committee - RCMP
Police Committee
Crime Stoppers
Citizens on Patrol
Drumheller Agriculture & Stampede Board
Drumheller & District Seniors Foundation
Drumheller Housing Administration
Subdivision and Development Appeal Board

Sharel Shoff
Tom Zariski
Tom Zariski
Tom Zariski
Tom Zariski
Lisa Hansen-Zacharuk
Tom Zariski
Jay Garbutt
Jay Garbutt
Lisa Hansen-Zacharuk
Patrick Kolafa

Disaster Service Committee

Jay Garbutt
Terry Yemen
Lisa Hansen-Zacharuk
Tara McMillan

Communities in Bloom

Community Standards Appeal Committee

Jay Garbutt
Terry Yemen
Lisa Hansen-Zacharuk
Sharel Shoff

Assessment Review Board

Economic Development Task Force

Lisa Hansen-Zacharuk
Terry Yemen
Tara McMillan

Red Deer River Municipal Users Group
Aqua 7 Steering Committee

Terry Yemen
Terry Yemen
Ray Romanetz

Revitalization Corporation

Terry Yemen
Sharel Shoff

Taxi Commission

Jay Garbutt
Patrick Kolafa

Heritage Steering Committee
Drumheller & District Humane Society
Badlands Facility Fundraising Committee

Tom Zariski
Tara McMillan
Sharel Shoff
Lisa Hansen-Zacharuk

Provincial Appointments
Canadian Badlands Ltd.

Terry Yemen-Executive
Patrick Kolafa-Shareholder
Jay Garbutt-Shareholder

MO2015.ORG1 L. Hansen-Zacharuk, T. McMillan moved that the Council Board Appointments be adopted as presented. Carried unanimously.

2.2 RFD - Appointments to Subdivision and Development Appeal Board

R. Romanetz advised that the terms of the current Subdivision and Development Appeal Board members will expire on November 2, 2015, resulting in three vacancies on this board. Three applicants have resubmitted their names: Karen Ann Bertamini, Don Guidolin and Keith Hodgson. The term of the membership expires on the date of the 2016 Annual Organizational meeting.

MO2015.ORG2 L. Hansen-Zacharuk, T. McMillan moved that Council approve the appointment of Karen Ann Bertamini, Don Guidolin and Keith Hodgson to the Subdivision and Development Appeal Board for a term expiring on the date of Council's 2016 Annual Organizational Meeting. Carried unanimously.

2.3 RFD – Appointments to Municipal Planning Commission

R. Romanetz advised that the The Town of Drumheller has one vacancy on the Municipal Planning Commission. The term of current member Scott Kuntz will expire on November 2, 2015. Mr. Kuntz has resubmitted his application for a three year term.

MO2015.ORG3 T. Zariski, P. Kolafa moved that Council approve the appointment of Scott Kuntz to the Municipal Planning Commission for a second three year term expiring on the date of Council's 2018 Annual Organization Meeting. Carried unanimously.

2.4 Appointments to Economic Development Task Force

R. Romanetz advised that the Economic Development Task Force Bylaw outlines the membership of the Task Force which includes appointed members and representatives from various organizations including the Town, Community Futures, Drumheller District Chamber of Commerce and up to four public at large members, each for a term of three years. The terms of three current members will expire on November 2, 2015. Two applicants have resubmitted their applications: Andrew Neuman and Summer Manca. One new application was received from Adrian Hartman.

Current member Mike Todor will represent the Downtown Sector for the remaining year of his term on the EDTF.

MO2015.ORG4 T. McMillan L. Hansen-Zacharuk moved that Council approve the appointment Adrian Hartman and the reappointment of Andy Neuman and Summer Manca to the Economic Development Task Force for three year terms expiring at Council's 2018 Organizational Meeting, and that member Mike Todor will represent the Downtown Sector for the remaining year of his current term on the Economic Development Task Force. Carried unanimously.

2.5 Appointments to Municipal Airport Commission

R. Romanetz advised that the Municipal Airport Commission has two vacancies. The terms of three of the current members will expire on November 2, 2015, resulting in five vacancies on this board. One member has resubmitted his name: Peter Cardamone. The remaining four vacancies will continue to be advertised until filled.

MO2015.ORG5 P. Kolafa, L. Hansen-Zacharuk moved that Council approve the appointment of Peter Cardamone to the Municipal Airport Commission for a three year term expiring on the date of Council's 2018 Annual Organizational Meeting. Carried unanimously.

3.0 ADJOURNMENT OF ORGANIZATIONAL MEETING

There being no further business, Mayor T. Yemen declared the meeting adjourned at 4:36 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Town of Drumheller
COUNCIL MEETING
MINUTES**

November 2, 2015 at 4:36 PM
Council Chambers, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR Terry Yemen

COUNCIL:

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Libby Vant

ABSENT:

COUNCILLORS Jay Garbutt AND Sharel Shoff

1.0 CALL TO ORDER

Mayor T. Yemen called the Meeting to order at 4:36 PM.

2.0 MAYOR'S OPENING REMARKS

2.1 Mayor T. Yemen made two proclamations:

- Veteran's Week in Drumheller November 5 to 11, 2015
- Family Violence Prevention Month, November 2015

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2015.138 Hansen-Zacharuk, Kolafa 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 October 19, 2015

MO2015.139 Zariski, Kolafa moved to adopt the Regular Council Meeting minutes of October 19, 2015 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of September 17, 2015

5.2.2 Municipal Planning Commission Meeting Minutes of October 8, 2015

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. RFD – 2015 Spray Fountain Tender Award

R. Romanetz advised that this project has been discussed with Council since early spring 2015. Tenders for the 2015 Spray Fountain Upgrades closed on October 16, 2015 at 2:00 PM. Two tenders were received from: Pinnacle Aquatic Group and Knibb Developments Ltd. The low bidder was Pinnacle Aquatic Group with a tender amount of \$156,149.95 (excluding GST). Knibb Developments Ltd. submitted a tender in the amount of \$207,500.00 (excluding GST). The total cost for Phase 1 is estimated at \$180,000.00. The Town has had consultants in to assist with new AHS compliance

requirements; therefore Administration requested an increased project budget. To be ready for the 2016 operations, the process and installation should be completed by December 31, 2015. R. Romanetz advised that, after reviewing the tenders, Administration looked into the note in the tender from Pinnacle, which suggested a potential cost savings. The potential cost savings - totaling \$31,000 - was reviewed in detail and includes working with local fabricators with materials that are safe and functional for a revised total tender amount of \$131,407.35 excluding GST.

MO2015.140 Hansen-Zacharuk, Kolafa moved that Council award the project to the low bidder Pinnacle Aquatic Group with a revised tender amount of \$ 131,407.45 (excluding GST).

Discussion on Motion:

Mayor T. Yemen asked the estimated costs for the project. R. Romanetz advised that the total project costs were estimated to be \$300,000 as outlined in the consultant's report however following a review with the consultants, the project scope was reduced to only include the minimum requirements of Alberta Health Services in the amount of \$180,000. He further stated that the drawings have been supplied from MPE Eng. to AHS and the permits have been applied for. He further stated that he is reluctant to confirm that they will be approved as submitted as there are often minor changes requested by AHS. With regards to water leaking into the vault, R. Romanetz advised that additional work would be done with our own forces in the spring to seal the vault from any future surcharge from higher river water.

Vote on Motion:

In favour – Hansen-Zacharuk, Kolafa, McMillan, Zariski

Opposed – Yemen

Motion Carried.

8.1.2. RFD – 2015 Aquaplex Modernization/Retrofit Proposal Award

R. Romanetz advised that the Request for Proposals closed on September 30, 2015 at 2:00 PM. He stated that Council has previously been updated on the project and Council approved the project in the Town's 2015 capital budget. He stated that Administration has applied for grant funding through Canada's 150 Community Infrastructure Program and approval has not been received as of yet. Five proposals were received ranging from \$23,120.32 (lowest) to \$58,300 (highest). Through Administration's review, bids were short listed to two: Stantec and Group 2. Stantec was able to put in a lower proposal partly because of their work on the Infrastructure Master Plan and their familiarity with the Aquaplex facility. Further research was carried out to ensure that we were comparing apples to apples. It is clear that Stantec's proposal at \$23,120.32 did not include the additional development of concept drawings and more public consultation sessions. With these costs included,

Stantec's revised proposal would become \$28,420.32. Once awarded the project completion would be 60 days so that work can commence in May with use of the outdoor pool during construction. In response to a question from Council, R. Romanetz clarified that bidders are probably aware of the total project costs of \$600,000 as this number is included in the Town's approved budget. He further clarified that consultants will come up with detailed cost estimates that may require work to be done in phases.

MO2015.141 Kolafa, Hansen-Zacharuk moved that Council award the contract for consulting services for the Modernization/Retrofit of the Drumheller Aquaplex indoor pool to Stantec for \$23,120.32 plus an additional \$5,300.00 plus GST to cover the cost of additional community engagement services and the completion conceptual drawings. Carried unanimously.

8.1.3 RFD – Reconstruction of Unit #101 Sandstone Manor Proposal Award

R. Romanetz recommended that this matter be discussed In Camera in order to provide full background information to Council prior to the Proposal Award. Mayor T. Yemen asked if there were any objections. No objections received from Council. This matter was moved to the In Camera portion of the meeting agenda with item 14.0.

8.1.4 2015 Provincial Budget – Update to Council on Impact to Drumheller

R. Romanetz and B. Miller presented an update on the 2015 Provincial Budget as follows:

- Although there is an increase to the MSI Capital in the amount of \$25M for 2015/16 and \$50M for 2016/17, there may not be an increase for Drumheller; there is no increase to the MSI Operating Fund.
- Although there is an increase to the Alberta Municipal Water and Wastewater Partnership of \$25M each municipality's application would have to stand on its own merit.
- Increase to the Water for Life funding for new and expanding regional systems in the amount of \$50M.
- Increase to the FCSS funding by \$25M.
- A reinstatement of the STEP Program – Drumheller received \$7,200 when the program was in place and we need to ensure that we get the applications in on time to capitalize on these funds.
- Flood Mitigation - \$926M of which \$297M is going to Springbank, and \$150 million to Calgary. The Town has submitted several applications for funding for approval.
- The \$40 million Alberta Community Partnership will be maintained, Drumheller would need to partner with our neighbours, Starland County, Kneehill County or Wheatland County to access grant dollars.
- Increase to Personal and Corporate tax rates which will have a real impact on the residents.

- The elimination of Grants in Lieu of Taxes was one of the biggest hits to the Town, as we will not receive what was budgeted for in 2015. Fortunately, the Town is showing a surplus so, we can absorb the \$62, 000.
 - It is difficult to predict the Education Tax, as it increased provincially by 5.9%. We expect an increase of 4.6% to the residential allocation and a 7.9% increase to the non-residential allocation.
 - The new Municipal Transit Initiative program has a \$30 million budget, but not much information available yet. We will apply for funding if we qualify.
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8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.5. DIRECTOR OF PROTECTIVE 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 MO2015.142 Hansen-Zacharuk,.McMillan moved to go in camera at 5:06 pm. Carried unanimously.

14.1 Legal Matter

MO2015.143 Zariski, Kolafa moved to revert to Regular Council meeting at 6:15 pm. Carried unanimously.

MO2015.144 McMillan, Zariski moved that Council award the work to TM Martin Construction in the amount of \$54,600.00 (including GST) to reconstruct Unit 101 of Sandstone Manor. Carried unanimously.

There being no further business, Mayor T. Yemen declared the meeting adjourned at 6:15 PM.

Mayor

Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.1



Request for Decision

		Date:	November 13, 2015
Topic:	MUNICIPAL AIRPORT COMMISSION APPOINTMENTS		
Proposal:	The Municipal Airport Commission requires a membership of five and currently has four vacancies. Peter Cardamone was reappointed at Council's meeting of November 2, 2015. Don Ostergard and Colin Jensen have resubmitted their names. The remaining two vacancies will continue to be advertised until filled.		
Proposed by:	Town of Drumheller		
Correlation to Business (Strategic) Plan	Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan.		
Benefits:	Volunteer appointments are necessary to ensure the success of the Municipal Airport Commission.		
Disadvantages:	Volunteer recruitment and selection is dependant upon the interest of community applicants.		
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointments of Don Ostergard and Colin Jensen to the Municipal Airport Commission for a three year term expiring on the date of Council's 2018 Annual Organizational Meeting.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Linda Handy	1
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Agenda Item # 8.1.1

DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

**APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS**Date 01 November 2015Board applied for Airport CommissionName of Applicant Donald OstergardFull Address Drumheller AB Postal Code T0J 0Y0Length of Residency in Town Lifetime

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards Service on Airport Commission beginning 1999
Drumheller Economic Development Task Force (A long time ago)**BRIEF PERSONAL HISTORY (include information which you feel would assist Council in making a decision as to your capabilities to serve on this Board)**Active, instrument rated pilot with extensive experience flying into airports of all sizes throughout North & Central AmericaServed Canadian Seed Growers' Association 27 years, including as National PresidentProvided expert testimony before Committee hearings, House of Commons & SenateDirector, Western Grains Research Foundation, lots of other industry/educational involvement.
Signature of ApplicantReturn Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

Town of Drumheller
224 Centre Street
Drumheller, AB T0J 0Y4

www.dinosaurvalley.com

Telephone: (403) 823-1339
Fax: (403) 823-8006

Agenda Item # 8.1.1



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date Nov 12/15
Board applied for Airport Commission
Name of Applicant Colin Jensen
Full Address _____ Postal Code T0J 0Y0
Length of Residency in Town 4 years
Phone (403) _____ E-mail Address colinjensen@gmail.com
Past Service on Similar Boards 2 years on airport commission

BRIEF PERSONAL HISTORY (include information which you feel would assist Council in making a decision as to your capabilities to serve on this Board)

Am a private pilot, lease hangar lot at the
airport

Signature of Applicant _____

Return Email Address: lhandy@dinosaurvalley.com

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Town of Drumheller
224 Centre Street
Drumheller, AB T0J 0Y4

www.dinosaurvalley.com

Telephone: (403) 823-1339
Fax: (403) 823-8006



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.2



Request for Decision

		Date:	November 13, 2015
Topic:	DRUMHELLER HOUSING ADMINISTRATION APPOINTMENTS		
Proposal:	The Drumheller Housing Administration has one vacancy on their board. One application has been received from Vanessa Page.		
Proposed by:	Town of Drumheller		
Correlation to Business (Strategic) Plan	Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan.		
Benefits:	Volunteer appointments are necessary to ensure the success of the Drumheller Housing Administration.		
Disadvantages:	Volunteer recruitment and selection is dependant upon the interest of community applicants.		
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointment of Vanessa Page to the Drumheller Housing Administration for a three year term expiring on the date of Council's 2018 Annual Organizational Meeting.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Libby Vant	1
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APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date 23 September

Board applied for Drumheller Housing Administration

Name of Applicant Vanessa Page

Full Address _____, Drumheller AB Postal Code _____

Length of Residency in Town 6 months

Phone (403) _____ E-mail Address vanessa@inepage@gmail.com

Past Service on Similar Boards Library Board Member Previous
experience in university & high school.

BRIEF PERSONAL HISTORY (include information which you feel would assist Council in making a decision as to your capabilities to serve on this Board)

I am a new resident to town looking to get involved in the community. I work from home, ^(writer) am bilingual in English and French and am really good with numbers and with talking to people.

Vanessa Page
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

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