

# **Town of Drumheller COUNCIL MEETING AGENDA**

**May 16, 2016 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**

- 3-4 2.1 Letter from Minister of Seniors and Housing Lori Sigurdson re Grants in Place of Taxes Program
- 5-8 2.2 Letter from Minister of Municipal Affairs Hon. Danielle Larivee re MGA Review
- 9 2.3 Proclamation "National Public Works Week" May 15th to 21st, 2016

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

## **5.0 MINUTES**

### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

- 10-16 5.1.1 Regular Council Meeting Minutes of May 2, 2016

### **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**

17 8.1.1 Bylaw 12.16 being a bylaw to amend Bylaw 04.15 "Business License Bylaw" - all three readings

**8.2. DIRECTOR OF INFRASTRUCTURE SERVICES**

18-23 8.2.1 RFD - 2016 Street Improvement Program Award

**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**

13.1 Councillor Tom Zariski - Provincial Golf Tournament

**14.0 IN-CAMERA MATTERS**

14.1 Personnel

14.2 Land Matter (Industrial)



ALBERTA  
SENIORS AND HOUSING

*Office of the Minister  
MLA, Edmonton-Riverview*

*Tr* *Received*  
**Agenda Item # 2.1** *MAY 11 2016*  
*cc: RR*

AR40875

May 5, 2016

His Worship Terry Yemen  
Mayor  
Town of Drumheller  
Town Hall  
224 Centre Street  
Edmonton AB T0J 0Y4

Dear Mayor Yemen:

Thank you for your April 4, 2016 letter regarding the Grants in Place of Taxes program, and the impact on the Town of Drumheller. As Minister of Seniors and Housing, I appreciate the opportunity to respond.

With current limited resources, our government must make tough choices that are fiscally responsible, while balancing the need to maintain sufficient programs and services for Albertans. The previous government made the decision to eliminate Grants in Place of Taxes in their proposed budget, and we were unable to reverse every proposed cut the previous government made. We understand that municipalities are affected by this reduction in revenue, and this impact is greater on some municipalities than others. While it is a difficult choice, our decision was to maintain the elimination of grants rather than reduce funding in areas like tenant supports and property maintenance. This will ensure that our Housing Management Bodies are able to keep tenants in units. At this time, the government is not looking at amending Section 27 of the *Alberta Housing Act*.

Municipalities are also facing similar budgetary restraints and the need to make difficult choices given today's fiscal reality. I extend my appreciation for your continued understanding as we all work to ensure front-line services and programs are protected for those vulnerable Albertans most in need.

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Through our collaborative efforts with our partners, such as the Town of Drumheller, I am confident we will continue to meet Alberta's housing requirements.

Thank you again for writing.

Sincerely,



Lori Sigurdson  
Minister of Seniors and Housing

cc: Honourable Rachel Notley  
Premier of Alberta



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Lesser Slave Lake*

71  
Received  
MAY 06 2016  
CC: RR LV  
**Agenda Item # 2.2**

AR83784

**MAY 02 2016**

His Worship Terry Yemen  
Mayor  
Town of Drumheller  
224 Centre Street  
Drumheller AB T0J 0Y4

Dear Mayor Yemen,

As you are aware, the Government of Alberta is currently conducting a comprehensive review of the *Municipal Government Act (MGA)*. With the *MGA* defining how municipalities function, the types of services they provide, and how funds are raised it is critical that we hear from Albertans from all walks of life on how to strengthen this critical piece of legislation.

Over the last two years, my ministry has consulted and heard from many Albertans on how to improve and strengthen the *MGA*. We have received more than 1,200 written submissions and held 77 in-person sessions in 11 communities over 15 months of intensive policy discussions with municipal and industry associations. We have listened and are excited to introduce the Bill to the Legislature this spring. However, we want to hear more.

In June and July I will be touring the province to discuss with Albertans the impacts and implications of the proposed amendments. Once the tour has concluded, we will gather and analyze all the feedback and make any necessary adjustments prior to passing the Bill in fall 2016.

During my tour, I will be travelling to several communities across Alberta to host a series of public open houses. I am also scheduling some time prior to each open house to become more acquainted with elected officials from municipalities in the region and it would be my pleasure to personally greet you and your council members during this pre-session time. A listing of communities I will be visiting is attached for your reference.

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Each session will be three hours in length (including the “meet and greet” time) and will be structured along the following lines:

- Meet and Greet Pre-Session for Elected Officials (30 minutes)
- Opening Remarks and Presentation on MGA Review (30 minutes)
- Question and Answer Period (30 minutes)
- Open House (90 minutes)

Should you and your council wish to join me for the elected officials’ pre-session and/or for the public open house, please register by visiting [mgareview.alberta.ca/get-involved](http://mgareview.alberta.ca/get-involved) and sign up for the session closest to you. As the pre-sessions are limited to elected officials, you and any of your municipality’s council members who wish to attend the pre-session will need to enter the access code “MunicipalAffairs2016” into the promotional code box to view and register for a pre-session. To do so, please select the location closest to you from the options provided on the website, then click on the “Register to Join this Conversation” link. This will take you to our registration page where you will find the promotion code link, simply click on this link and enter in the aforementioned promo code and all pre-sessions will appear. Please note that online registration will close two weeks prior to each pre-session for logistical planning purposes.

If you are unable to attend in person, please visit our website at [mgareview.alberta.ca](http://mgareview.alberta.ca) to learn of other ways in which to share your thoughts. You can also stay in touch with us by signing up for email notifications at the site.

Please feel free to spread the word so others can attend the public sessions and share their ideas for the improved MGA. Everyone is welcome to attend the public sessions, so no password is needed to register.

Thank you for your involvement and support as we bring forward a modern and responsive piece of legislation to help build better, more sustainable communities in our province. I hope to see you in the summer.

Sincerely,



Hon. Danielle Larivee  
Minister of Municipal Affairs

Attachment: Listing of Tour Communities

### **Listing of Tour Communities**

#### **Two Hills: June 1, 2016**

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

#### **Lac La Biche: June 2, 2016**

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

#### **Athabasca: June 3, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

#### **Rocky Mountain House: June 6, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

#### **Chestermere: June 7, 2016**

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

#### **Cochrane: June 9, 2016**

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

#### **Canmore: June 10, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

#### **Edmonton: June 13, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

#### **Hardisty: June 14, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

#### **Hanna: June 15, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

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**Red Deer: June 16, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

**High Prairie: June 21, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

**Peace River: June 22, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

**Grande Prairie: June 23, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

**Hinton: June 27, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

**Whitecourt: June 28, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

**Brooks: July 13, 2016**

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

**Medicine Hat: July 14, 2016**

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

**Lethbridge: July 15, 2016**

Elected Officials Pre-session (8:00 – 8:30 a.m.)

Open House Session (8:30 – 11:00 a.m.)



Town of Drumheller  
Office of the Mayor

## ***Proclamation***

Whereas, public works services provided in our community are an integral part of our citizens' everyday lives; and

Whereas, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

Whereas, the health, safety and comfort of this community greatly depends on these facilities and services; and

Whereas, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

Whereas, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform,

Now, therefore, I, Mayor Terry Yemen  
Mayor of the Town of Drumheller  
do hereby proclaim the week of May 15th to 21st, 2016 as

### **"National Public Works Week"**

in The Town of Drumheller and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

Given under my hand and Seal of the Town of Drumheller,  
Alberta, this 16th day of May, 2016.

Mayor Signature

SEAL

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**May 2, 2016 at 4:30 PM**  
**Council Chamber, Town Hall**  
224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

**MAYOR:**  
Terry Yemen

**COUNCIL:**

Jay Garbutt  
Lisa Hansen-Zacharuk  
Patrick Kolafa  
Tara McMillan  
Sharel Shoff

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**  
Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICES:**  
Allan Kendrick

**DIRECTOR OF CORPORATE SERVICES:**  
Barb Miller

**DIRECTOR OF COMMUNITY SERVICES:**  
Paul Salvatore

**DIRECTOR OF PROTECTIVE SERVICES:**  
Greg Peters

**RECORDING SECRETARY:**  
Libby Vant

**ABSENT:** Councillor Tom Zariski

**10 CALL TO ORDER**

**20 MAYOR'S OPENING REMARK**

Mayor Yemen advised that he has received an invitation for a Council member to attend the Town of Eckville Parade on Saturday, June 4. He

further advised that on Friday, April 29 he had a telephone call with Premier Notley's Stakeholder Relations Manager, Rick Pollard. The agenda items for the call provided by Councillors were discussed in an informal manner; the impetus for the call was to gather information from Council to provide to the Premier, who will then disseminate the concerns to the Ministers responsible. No timeframes were given, but R. Pollard stated that a follow up call with Mayor Yemen would take place every 3-4 months to monitor and assess what response Council receives from the Ministers. Concerns discussed included flood mitigation, 90-10 and 70-30 funding splits, provincial grants, mapping, an appointed buddy MLA, reinstatements of MSI and GIPT, an invitation to Premier and Cabinet Ministers to be hosted in Drumheller at a time that is convenient for them. R. Pollard recognized the issues with the Royal Tyrell odours are the Province's issue, highway improvements and seniors housing and the severe lack of funding. Mayor Yemen commented that the AARFP conference at the BCF was very successful and the feedback has been that the venue was only surpassed by the staff and their professionalism.

**30 PUBLIC HEARING**

**40 ADOPTION OF AGENDA**

**MO2016.72** Motion Hansen-Zacharuk, Shoff moved to adopt the agenda as presented. Carried.

**50 MINUTES**

**50.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

**50.1.1 Regular Meeting Minutes of April 18, 2016**

**MO2016.73** Shoff, Kolafa moved to adopt the Regular Council Meeting minutes of April 18, 2016. Carried unanimously.

Special Meeting Minutes of April 25, 2016

**MO2016.74** McMillan, Hansen-Zacharuk, moved to adopt Special Council Meeting Minutes of April 25, 2016 as presented. Carried unanimously

**50.2 MINUTES OF MEETING PRESENTED FOR INFORMATION**

**50.3 BUSINESS ARISING FROM THE MINUTES**

**60 DELEGATIONS**

**70 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**80 REQUEST FOR DECISION REPORTS**

**80.1 CAO**

**80.1.1 Bylaw 11.16 being a bylaw for the 2016 Mill Rate - three readings**

R. Romanetz advised that the 2016 Mill Rate reflects the 3 percent increase in the municipal budget as adopted by Council. He noted that the Education requisition is \$18,000 less than last year and the requirement for Seniors is up about \$45,000 over last year, and overall, the Mill Rate changes from last year to this year are insignificant.

**MO2016.75** Shoff, Garbutt moved First Reading.

Discussion:

In response to a question from Council, R. Romanetz advised that, once the

2016 Mill Rate is approved, a press release on the Mill Rate and what effect the Mill Rate will have on an average residential property would go out first thing in the morning.

**MO2016.76** Kolafa, Hansen-Zacharuk moved Second Reading. Carried unanimously.

**MO2016.77** Garbutt, McMillan moved no objections to Third Reading. Carried unanimously.

**MO2016.78** Garbutt, Hansen-Zacharuk moved Third and Final Reading. Carried unanimously.

**80.2 DIRECTOR OF INFRASTRUCTURE SERVICES**

**80.2.1 Request for Decision - 2016 Cast Iron Water Main Replacement Tender Award**

A. Kendrick advised that the 2016 Cast Iron Water Main Replacement Tender Closed on April 26 with 7 tenders received, and a low bid of \$444,890.25 from Wally's Backhoe Services as outlined in the attached summary. He further advised that, if awarded to the low bidder, substantial completion would be August 31, 2016. In response to a question from Council, R. Romanetz responded that the Cast Iron program as originally identified has been completed, and the 2017 project will be comprised of refinements on the program that will last one to two years if prices remain the same.

**MO2016.79** Garbutt, Hansen-Zacharuk moved that Council award the Cast Iron Water Main Replacement Project to the low bidder Wally's Backhoe Services Ltd. for the sum of \$ 444,880.25 (\$ 423,705.00 excluding GST). Carried unanimously.

**80.3 DIRECTOR OF CORPORATE SERVICES**

**80.4 DIRECTOR OF COMMUNITY SERVICES**

**80.4.1 Request for Direction - Disc Golf**

P. Salvatore advised that the Disc Golf Proposal at Newcastle is zoned CS which is a Community Services District, and that this proposal would bring a \$25,000 investment to park space to make it available to the public. He advised that he and the Development Officer walked the proposed site and found that the locations for the targets are 100-300 feet from north facing property lines of adjacent owners, with public cycling trails and flood mitigation berms there to provide additional separation between the properties indicated on the map. P. Salvatore further advised that the baskets would be constructed and fabricated locally to support the economy, and that Newcastle Beach has been a public park for well over 50 years and includes a boat launch and ball diamonds. R. Romanetz noted that a petition is attached to the report. P. Salvatore responded that a petition from concerned residents is attached, and that Community Services held an open house for the residents to gain answer to their questions and that a memo from the Development Officer summarizing the meeting and residents' concerns is attached on p. 41 of the report. R. Romanetz advised that this matter is a Request for Direction, not for Decision, on the proposal. He direct Council to p. 43 clause 7G of the report, which refers to use of land, and

clarified that this area is Town owned land, and Administration is seeking direction from Council on whether this proposal is an appropriate use of the area. Mayor Yemen stated that there is no stated support from Council to move this proposal forward.

**80.4.2 Request for Direction - Safety Codes Quality Management Plan**

R. Romanetz advised that the Province requires updates to all Safety Codes Quality Management Plans. Palliser Regional Municipal Services has a Quality Management Plan separate from the Town's, and we are coordinating with them so that we are consistent with the legislation when we provide our updates to the Safety Codes Council.

**MO2016.80** Shoff, Garbutt moved to approve the revised Quality Management Plans for Building, Electrical, Plumbing, Gas and Fire Inspections as required by the Alberta Safety Codes Council. Carried unanimously.

**80.5 DIRECTOR OF PROTECTIVE SERVICES**

**80.5.1 Fire Fit Update**

G. Peters advised that the Fire Fit Challenge is a competition based on firefighting tasks, hosted by a firefighting equipment manufacturer. The competition will take place in September 2016 with an expected attendance of 1,200 - 2,000 people. All of the funds required to put on the event have been raised by the firefighters, but the Town can support the event with In-Kind assistance as in previous years, such as providing bleachers, waste collection, a parking plan and help with the set up of a possible beer garden. Received as information.

**90 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

**90.1 CAO's Quarterly Report from January 1st to March 31st, 2016**

R. Romanetz advised that the Infrastructure Master Plan will likely be presented to Council on May 24, 2016. The offsite levies and water rate modeling is still under revision to ensure that we comply with provincial legislation and will likely be provided to Council in June. R. Romanetz advised that Urban Systems is working with a committee on way finding signage for the downtown core, and the funds are in place to move forward with this project. A number of applications have been received for the Recreation Fee Assistance program, which was based on Red Deer's policy. The Heritage, Arts and Culture Committee will meet soon to get the new members oriented and then review projects for Council's approval. R. Romanetz advised that we are in the process of scheduling a meeting with Starland and other County neighbours to determine priority projects for the Alberta Community Partnership funding. The Regional Collaboration grant was approved and G.

Peters and L. Handy are now putting together the terms of reference, and will put it out for proposals to consultants, then we can identify how they will put this information together. The Landfill Operations Bylaw was passed, and the Landfill has received its Operating Approval for the next ten years. In response to a question from Council, R. Romanetz advised that Administration and Mayor Yemen are monitoring the odour issues in conjunction with the Royal Tyrell – the Province is aware that this is their issue, and a report is being compiled to bring forward to Council. Received as information

90.2 Infrastructure Services Quarterly Report from January 1st to March 31st, 2016

A. Kendrick advised that the upgrades to the Spray Park are proceeding according to plan, we are working with Stantec on the Wastewater Treatment Plant - the approval addendum has been signed off by the CAO and we are waiting for the final approval. The Road Improvement tender closes tomorrow and the Cast Iron Water Main replacement tender award recommendation will be provided to Council today. The Aquaplex pool cladding installation will go to tender and then we can finalize the schedules, which will require planning for the staffing of the Aquaplex. Unit 101 of the Affordable Housing is available for rental. Received as information

90.3 Corporate Services Quarterly Report from January 1st to March 31st, 2016

B. Miller advised that the Operating Budgets and the Mill Rate have been passed, and Finance will mail out the property assessments next week, the Hillsvieview Phase II lots have signage, the Request for Proposal for Town advertising closed on Thursday, April 28 with two proposals received. Councillor McMillan thanked B. Miller for providing very clear and easy to comprehend financial statements to Council. Mayor Yemen asked if a media release will be sent out. B. Miller responded that the approved Mill Rates would be posted to media and social media tomorrow. Received as information.

90.4 Community Services Quarterly Report January 1st to March 31st, 2016

P. Salvatore advised that the statistics for building permits on page 92 show that the permit values in the first quarter are about 4.5 times higher than at this time in 2015, and that the values are higher in residential, commercial and multi-family constructions, which is very positive for the Town. Councillor Garbutt asked P. Salvatore if there is sufficient access to mental health services in the area, and what role FCSS can play in this to support youth at risk. P. Salvatore responded that Community Services and FCSS deals with over 40 agencies in regular inter-agency meetings, and that the new FCSS Coordinator will ensure that any gaps not addressed by the

Province are brought forward. G. Peters stated that he would provide information on related courses and instructors.

**90.5 Protective Services Quarterly Report January 1st to March 31, 2016**

G. Peters advised that the reconciliation of the flood mitigation 2014 supplies grant has been completed with B. Miller. He and A. Kendrick attended River Forecasting training sessions at Red Deer in April. G. Peters advised that he has been involved in the bylaw process and activities with the Fire Chief to supply a list of calls for services – they are reviewing repeated false fire alarm calls in an effort to identify malfunctioning alarms. They are continuing to work on the Mutual Aid Fire Services agreement. G. Peters advised that he recently met with Tough Mudder's new staff and went through their new approach for this year's event. A Disaster Services Committee meeting is scheduled for May 13.

Councillor Hansen-Zacharuk asked if any headway has been made regarding the ongoing beaver issue on the east end of town. G. Peters responded that there have been large numbers of beavers and we are stepping up our beaver control efforts to include a contractor as well. Mayor Yemen advised that we will continue to lobby the Province on this, as it is their issue and they have stepped away from beaver control.

Councillor Garbutt thanked G. Peters for the statistical breakdown and requested that he provide Council with the information broken down by quarter so that any trends can be noticed. Received as information.

**100 PUBLIC HEARING DECISIONS**

**110 UNFINISHED BUSINESS**

**120 NOTICE OF MOTION**

**130 COUNCILLOR REPORTS**

**130.1 Councillor S. Shoff - Update Tough Mudder 2015 and 2016**

Councillor Shoff advised that, after a Provincial grant and In-Kind contributions, the 2015 Tough Mudder event shows a shortfall of approximately \$60,000. Mayor Yemen stated that the shortfall will be covered off from additional In-Kind contributions for the 2016 event. He further advised that a grant from the Province was approved, and clarified that Tough Mudder is not a Town of Drumheller event, as it was the Festival Society that applied. Tough Mudder has new staff and a new concept for the 2016 event. Mayor Yemen stated that the new Tough Mudder staff has been actively engaging with local business owners to improve relations and to determine local needs and wants for the 2016 event. Tough Mudder will be dealing with Co-op for the 2016 event and are still reviewing parking options with G. Peters. One option is to spread the event parking throughout the Town and use a shuttle service to the event. This option would benefit local business as,

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rather than being concentrated in one area, the event attendees would be visiting all areas of town.

Meeting adjourned at 6:02 pm.

**140 IN-CAMERA MATTERS**

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Chief Administrative Officer

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Mayor



**TOWN OF DRUMHELLER**

**BYLAW NO. 12.16**

**A BYLAW OF THE TOWN OF DRUMHELLER TO AMEND BYLAW NO. 04.15  
"BUSINESS LICENSE BYLAW"**

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. That Town of Drumheller Bylaw No. 04.15 be amended as follows:

By adding the definition "**busker**" to read as follows:

Busker means a person who plays, acts, sings or otherwise performs or entertains for voluntary reward in a public place as approved by the Town of Drumheller.

2. By setting the annual license fee of \$25.00.
3. This bylaw shall take effect on the day of the final passing thereof.

READ A FIRST TIME this 16<sup>th</sup> day of May, 2016.

READ A SECOND TIME this 16<sup>th</sup> day of May, 2016.

READ A THIRD TIME AND PASSED this 16<sup>th</sup> day of May, 2016.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER




# DRUMHELLER

## INFRASTRUCTURE SERVICES

Agenda Item # 8.2.1



### Request for Decision

|   |  |  |  |
|---|--|--|--|
|   |  | <b>Date:</b>   | May 12, 2016   |
| <b>Topic:</b>                                       | 2016 Road Improvement Program Tender Award   |  |  |
| <b>Proposal:</b>                                    | <p>Tenders for the 2016 Road Improvement Program closed on May 3, 2016 at 2:00 PM. A total of six tenders were received from: Metro Paving &amp; Road Building Ltd., Central City Asphalt Ltd., Brooks Asphalt &amp; Aggregate Ltd., North Star Contracting Inc., Rubydale Asphalt Works (2006) Ltd., and Year Round Landscaping Inc.</p> <p>The low bidder was Year Round Landscaping Inc. with a tender amount of \$ 856,765.00. The engineering estimate for this project was approximately \$ 959,600. See attached Tender Summary Letter from AECOM Engineering Ltd. dated May 12, 2016. If awarded to the lowest bidder, the substantial completion of this project is October 15, 2016 and we assume a twelve week construction period.</p> |  |  |
| <b>Proposed by:</b>                                 | Allan Kendrick, Director of Infrastructure Services  |  |  |
| <b>Correlation to Municipal Sustainability Plan</b> | All bid items included in the tender were approved in the 2016 Corporate Plan.   |  |  |
| <b>Benefits:</b>                                    | Awarding the program contract to Year Round Landscaping Inc. would allow for priority street improvements as identified in the 2016 Road program to be completed.  |  |  |
| <b>Disadvantages:</b>                               | None   |  |  |
| <b>Alternatives:</b>                                | Reject all tenders   |  |  |
| <b>Finance/Budget Implications:</b>                 | Approved project within the 2016 Capital budget financed through the MSI Capital Program.  |  |  |
| <b>Budget Available:</b>                            | Project Costs including eng.:<br>\$ 1,025,000.00 - budget  | Estimated Total Projects<br>Costs Based on Tender:<br>\$ 856,765.00                  | Project Costs including Eng.<br>and Geotechnical:<br>\$ 959,600.00 |
| <b>Communication Strategy:</b>                      | Affected parties will be notified.   |  |  |
| <b>Recommendations:</b>                             | <ul style="list-style-type: none"><li>Council award the project to the low bidder Year Round Landscaping Inc. for the sum of \$ 856,765.00 (\$ 813,926.75 excluding GST).</li></ul>  |  |  |
| <b>Report Writer:</b>                               | Allan Kendrick   | CAO:   | R. M. Romanetz   |
| <b>Position:</b>                                    | Director of Infrastructure Services  |  |  |

INFRASTRUCTURE SERVICES

Telephone: (403) 823-1312

|  |                                 |   |
|--|---------------------------------|---|
|  | Created By:<br>5/13/16 11:02 AM | 1 |
|--|---------------------------------|---|

May 12, 2016

Mr. Ray Romanetz, CAO  
Mayor and Council  
Town of Drumheller  
224 – Centre Street  
Drumheller, Alberta T0J 0Y4

Dear Mr. Romanetz, Mayor and Council:

**Project No: 60490294/402**

**Regarding: 2016 Road Program for the Town of Drumheller  
2016 Street Improvement Program (SIP) (Schedule A)  
2016 Miscellaneous Rehabilitation Repairs & Related Work (Schedule B)**

Bids closed for the above-noted project at 2:00 p.m., May 3, 2016, at the Town of Drumheller office. The attached summary spreadsheet lists the total original bid prices by the six bidders. The corrected low bid was submitted by Year Round Landscaping Inc. (\$856,765.00) for Schedules A & B. Please note, Schedule A is the Street Improvement Program (SIP), and Schedule B is the Miscellaneous Rehabilitation Repairs & Related Work. In addition, we have enclosed a copy of the low bid (out of six bidders), Bid Bond and Consent of Surety for your information.

Upon review of the bids, the mathematics was checked and a minor error was found on Year Round Landscaping Inc. This did not affect the ranking of the six bids submitted.

Year Round Landscaping Inc. also submitted a Bid Bond, Consent of Surety and signed and sealed their Bid Form. They have also included the Alberta Construction Safety Association Certificate of Recognition number.

The total allocations required for the 2016 Road Program project utilizing the low bid are as follows:

| <b><u>Town of Drumheller 2016 Road Program</u></b>  |              |                                      |
|---|--------------|--------------------------------------|
| <b><u>2016 Street Improvement Program (\$IP) (Schedule A)</u></b>   |              |                                      |
| Contract Bid (including contingencies)  | \$623,720.00 |                                      |
| <b><u>Miscellaneous Rehabilitation Repairs and Related Work (Schedule B)</u></b>  |              |                                      |
| Contract Bid (including contingencies)  | \$233,045.00 |                                      |
| <b>TOTAL ENGINEERING – DESIGN, TENDER and CONSTRUCTION for SCHEDULES A, and B (Engineering at 12% of the Low Bid Price)</b> | \$102,812.00 |                                      |
| <b>Total for the Town of Drumheller 2016 Road Program Projects, Construction and Engineering for (Schedules A &amp; B)</b>  |              | <b>\$959,600.00<br/>(Rounded up)</b> |

The above engineering estimates assume construction to commence as soon as possible once approvals are in order and completion no later than October 15, 2016. Final engineering billing will be based on actual man-hours and expenses incurred.

The bid price for all schedules is approximately \$177,730.00 lower than the estimated price. This is mainly due to the utilization of the average of the bid prices from 2013, 2014 and 2015 to have uniform estimated prices for 2016.

The Asphalt Concrete Pavement is 100% lower than the 2015 price for overlays/wearing surface and the Concrete prices are approximately 17% higher than 2015. This is mainly due to the low bidder putting his profit margin into concrete and other bid items to keep the Asphalt Concrete Pavement considerably lower than other bidders. We also had a lot more interest in this year's project (6 bids in 2016 and only 2 bids in 2015).

Year Round Landscaping Inc. has not worked in the Town of Drumheller for the Town projects but has worked on the rehabilitation of the Extra Foods Parking Lot. AECOM have never worked with this contractor before. Year Round has provided AECOM and the Town with references attached (IRC Building Sciences Group Megan Hunt P. Eng. & Town of Carstairs Rob McKay P.M.); after phone discussions with the references provided AECOM firmly believes that Year Round Landscaping Inc. are very capable of producing acceptable work and meeting the completion dates. The above references spoke very highly of the work and the personnel from Year Round Landscaping Inc. The concrete, grading, base work and Asphalt Paving is all completed by Year Round Forces and will only sub-contract the cold milling. Year Round are looking forward to accommodate working on all phases of the work with AECOM and the Town of Drumheller. We therefore recommend awarding this project to **Year Round Landscaping Inc.** subject to budgeting and contractor's scheduling.

Year Round Landscaping Inc. has a May 18, 2016, commencement date; however, this will be delayed until the project is approved and the Contract Documents are signed. AECOM will set up a pre-construction meeting prior to starting the project.

Once this is approved by Council, kindly include these costs, a spreadsheet summary of the bid, as well as a copy of the low bid if necessary, requesting approval of the low bidder for the above-noted project from Alberta Transportation. The letter should be addressed to the Grants Technologist of Alberta Transportation, Central Region, Red Deer, Alberta for the SIP Program.

If the Town requires any additional information, please call the undersigned at (403) 270-9289.

Sincerely,  
**AECOM Canada Ltd.**



Richard M. Wilkinson, Project Manager  
Senior Civil Technologist, Transportation  
[Richard.wilkinson@aecom.com](mailto:Richard.wilkinson@aecom.com)

Encl.  
cc: File  
Mr. Allan Kendrick, Town of Drumheller  
Grants Technologist, AT, Red Deer

### Summary of Bid

Owner: Town of Drumheller Job No. 60490294  
 Closing Date: May 03, 2016 Closing Time: 2:00 p.m.  
 Project: 2016 Road Program for the Town of Drumheller

| Bidders                            | Safety Program Certified | Proposed Commencement Date | Bid Bond & Consent of Surety Included | Signed & Sealed | Addendum Noted | Total Tender Price | Ranking |
|------------------------------------|--------------------------|----------------------------|---------------------------------------|-----------------|----------------|--------------------|---------|
| Year Round Landscaping Inc.        | yes                      | May 18, 2016               | yes                                   | yes             | none           | 856,765.00         | 1       |
| Rubydale Asphalt Works (2006) Ltd. | yes                      | July 2, 2016               | yes                                   | yes             | none           | 895,712.08         | 2       |
| North Star Contracting Inc.        | yes                      | June 20, 2016              | yes                                   | yes             | none           | 1,020,391.00       | 3       |
| Brooks Asphalt & Aggregate Ltd.    | yes                      | August, 2016               | yes                                   | yes             | none           | 1,028,557.00       | 4       |
| Central City Asphalt Ltd.          | yes                      | May 16, 2016               | yes                                   | yes             | none           | 1,124,696.00       | 5       |
| Metro Paving & Roadbuilding Ltd.   | yes                      | June, 2016                 | yes                                   | yes             | none           | 1,231,450.40       | 6       |
|                                    |                          |                            |                                       |                 |                |                    |         |
|                                    |                          |                            |                                       |                 |                |                    |         |
|                                    |                          |                            |                                       |                 |                |                    |         |

\*Corrected Bid Price

Note:

Summary of Bid Form Totals 2016 Road Program.doc

This is a detailed plat map of a portion of the City of Portland, Oregon. The map shows a grid of streets and lots, with several areas designated as "SCHEDULE 'A'".

- SCHEDULE 'A' AREAS:**
  - SCHEDULE 'A' 2ND STREET SW:** Located in the upper left quadrant of the map.
  - SCHEDULE 'A' 2ND STREET SE:** Located in the lower left quadrant of the map.
  - SCHEDULE 'A' BACK LANE:** Located in the center-right of the map, adjacent to the river.
  - SCHEDULE 'A' RIVERSIDE DRIVE:** Located in the lower right quadrant of the map, along the river.
- Other Labels and Features:**
  - PORTLAND DROVE TRAILER COURT:** Located in the upper right quadrant.
  - HOSPITAL SITE:** Located in the center-right of the map, near the river.
  - WINTLOCK TRAILER COURT:** Located in the upper left quadrant.
  - DRUMHELLER:** A street name located in the center of the map.
  - BACK LANE:** A street name located in the center-right of the map.
  - RIVERSIDE DRIVE:** A street name located in the lower right quadrant.
  - 7th AVENUE (N.R. AVENUE):** A street name located in the lower left quadrant.
  - LOT NUMBERS:** Various lot numbers are scattered throughout the map, such as 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.
  - Water Features:** A large body of water, likely the Willamette River, is shown in the center and right side of the map.
  - North Arrow:** Located in the bottom right corner of the map.

