

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**February 4, 2019, at 4:30 PM**  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

**MAYOR:**

Heather Colberg

Tom Zariski

**COUNCIL:**

Kristyne De Mott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

**CHIEF ADMINISTRATIVE OFFICER:**

Darryl Drohomerski

**DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES:**

Barb Miller

**DIRECTOR OF PROTECTIVE EMERGENCY SERVICES:**

Greg Peters

**COMMUNICATIONS OFFICER/ECONOMIC DEVELOPMENT OFFICER:**

Julia Fielding

**RECORDING SECRETARY:**

Linda Handy

**1. CALL TO ORDER**

Mayor Heather Colberg called the meeting to order at 4:30 PM.

**2. MAYOR'S OPENING REMARK**

Mayor Colberg announced two upcoming meetings and encouraged the public to attend:

Humane Society SpayGetti Lunch on Saturday, February 9<sup>th</sup> at the BCF

Parade Committee February 5<sup>th</sup> at 3:30 PM at Town Hall:

Councillor Jay Garbutt presented a \$30,000 reserve payment from Drumheller Housing Administration (Sandstone Manor).

**3. ADOPTION OF AGENDA**

**MO2019.14** Lacher, DeMott moved to adopt the agenda as presented. Carried unanimously.

**4. MINUTES**

**4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

4.1.1. Regular Council Meeting Minutes of January 21, 2019

**MO2019.15** Makowecki, Garbutt moved to adopt the Regular Council Meeting Minutes of January 21, 2019 as presented. Carried unanimously.

**4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

4.2.1 Municipal Planning Commission Meeting Minutes of December 3, 2018  
Municipal Planning Commission Meeting Minutes of January 8, 2019

**4.3. BUSINESS ARISING FROM THE MINUTES**

**5. DELEGATIONS**

**6. REQUEST FOR DECISION REPORTS**

**6.1. CAO**

**6.1.1 Capital Budget Discussion**

Highlights include:

Removal of the Elks Building and installation of three portable washrooms (C-containers converted into washrooms; insulated with power and baseboard heaters and placed near the connections for water and sewer);

Information Services – upgrades the server;

New pick-up truck for the Fire Chief as well as new ladder pumper;

Flood mitigation put dollars in every year over five years (\$4,600,000 unfunded);

Pen Booster Station – sizing of lines are adequate but lines will be flushed to see if pressure is improved. Kneehill (Churchill) pays a capital and consumption amount – part of this amount goes into a reserve;

Vehicles – purchase new sander (10 year life span), new steamer, pole cat bucket flusher truck, plow truck, one ton dump truck for sludge for Wastewater Treatment Plant (WTP);

Heavy Duty Equipment – grader repairs (with intent to extend its life for 3-4 years).

Floor scrubber for WTP;

Leak detector for water distribution system (Utility Staff are trained for this equipment);

Street Rehab Program – complete Hunts Crescent, consider other Projects such as Greentree area, (Council requested consideration be given to Elgin Hill); Evaluating with our consultant- Alberta Transportation on road projects for 2019 - replacement of Bridge 4 to Wayne has been awarded and it will be an eight-month project. Section between Newcastle Trail and Plug Street is Alberta Transportation's responsibility and it will be overlaid this year;

Bridge 11 (carry forward from previous year with additional \$300,000 however it is still dependent upon funding). Anticipating that the Province will respond in April or May on approval; letter of support from Wheatland County was included as well. Council recommended that Wheatland County lobbying the government for dollars as this bridge impacts their residents as well;

Bulk water station will be moved to the WTP (moved out of residential area) and install a key card facility;

Beautification – stamped concrete in the median in front of Drumheller Chrysler;

Aquaplex – air handling unit required due to high humidity; as well as looking at options to deal with the height challenge for some individuals when exercising in the pool;

Fountain – no work is scheduled for this year however dollars have been included in 2020 for long term improvements, hopefully the Town will partner with an organization on this upgrade. Council agreed that underground imaging is required this year to investigate if there are any underground voids due to water seepage; and

Replacement of decorative street lights – last year of the program and forms part of streetscaping for the downtown core.

Of note for 2020 - WTP / WWTP Optimization - \$4M capital upgrades to meet government standards based on study carried out in 2018 – Alberta Environment will determine whether this work needs to be carried out when the Town's license is due for renewal.

B. Miller stated the capital reserve balances will be reviewed with Council in the new future.

Council asked whether leasing should be considered rather than purchasing capital items. B. Miller explained that typically the interest and lease rates are not the best financial decision. D. Drohomerski explained that in some cases, if the item is a six figure purchase, Administration would consider this option. Councillor T. Zariski stated that the BCF needs some upgrades: the film on the window is peeling and the floor in the fieldhouse may need refurbishing in the near future. D. Drohomerski stated that it has been considered for a refurbishing possibly next year. In response to a question from Council, B. Miller stated that there is approximately \$8M total new capital expenditures with \$4.9 being unfunded. She further stated that there is uncertainty around MSI and other grant funding and capital expenditures may have to be reworked following the spring election. Councillor J. Garbutt stated that the capital budget is infrastructure dominated.

### **6.1.2 RFD – Delegation of Powers for Development Officer**

D. Drohomerski advised that Tracy Breese commenced employment as the Town's Development Officer on January 21<sup>st</sup>, 2019. Council is required to appoint a Development Officer or else it would be the responsibility of the CAO. Administration is recommending that Tracy Breese be appointed as the Town's Development Officer.

**MO2019.16** Zariski, Hansen-Zacharuk moved to approve the appointment of Tracy Breese as Development Officer. Carried Unanimously.

### **6.1.3 RFD – Appointment to Heritage, Arts and Culture Committee**

D. Drohomerski advised that Bee Niles has submitted her name to serve on the Heritage, Arts and Culture Committee. Administration is recommending that Council approve the appointment of Bee Niles. There is no term on the appointment.

**MO2019.17** Hansen-Zacharuk, Makowecki moved to approve the appointment of Bee Niles to the Heritage, Arts and Culture Committee. Carried Unanimously.

Councillor L. Hansen-Zacharuk stated that more involvement from the public at large is welcomed on this Committee and she encouraged the public to consider serving in this capacity.

## **6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES**

## **6.3 DIRECTOR OF INFRASTRUCTURE SERVICES**

## **6.4 DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES**

### **6.4.1 RFD – Appointment to Weed Inspector**

G. Peters advised that Leslie Pepper has completed her training requirements and recommended that she be appointed as a Weed Inspector to enforce infractions under the Provincial Weed Control Act.

**MO2019.18** Hansen-Zacharuk, Lacher moved to consider the appointment of Leslie Pepper as a Weed Inspector for the Town of Drumheller.

Councillor Jay Garbutt asked for a friendly amendment that Council “appoint” Leslie Pepper as a Weed Inspector (not “consider the appointment of”). Council agreed.

**MO2019.18A** Hansen-Zacharuk, Lacher moved to appoint Leslie Pepper as a Weed Inspector for the Town of Drumheller. Carried Unanimously.

## **6.5 REVIEW OF STRATEGIC BUSINESS PLAN WORK PRIORITIES**

Economic Development Strategy Action Plan – J. Fielding stated that the strategy is completed and the Economic Development Advisory Group will present to Council in the near future. (New date: Feb. 25<sup>th</sup>)

Emergency Plan – Flood Component (Communication) – J. Fielding stated that “*Changing the Channel Newsletter*” was published last week. She further stated that 60 people have signed up for the newsletter. Councillor F. Makowecki asked that the Town consider those residents that are not on social media. J. Fielding advised that she will be visiting the senior manors. (New date: Mar. 11<sup>th</sup>)

Communication Strategy (SmartPhone App) – J. Fielding stated that a draft communication strategy has been prepared. Administration and Council viewed the CivicWeb App last week. D. Drohomerski advised that he is getting pricing and will work with the IT provider so that any new app will mesh with the Town’s software. (New date: Mar. 11<sup>th</sup>)

DinoBrand (Logo) – J. Fielding presented two designs in January using a designer with RTM and the team will come with new logos on February 13<sup>th</sup>. Council would like to see something modern and realistic resembling Jurassic Park. J. Fielding explained that the number of pixels and multiple uses must be taken into consideration when developing the design.

Downtown Development – Terms of Reference / Costs – J. Fielding stated that the Terms of Reference are aligned with Council’s vision of last year and the Economic Development Advisory Committee will be taking a lead and recommending blade signs for the downtown core. (New date: Mar. 25<sup>th</sup>)

Toboggan Hill Lease - Looking at locations on the south side of river because the north side the snow tends to melt. (New date: Apr. 1st

Staff Vacancies – D. Drohomerski stated that the candidates have been shortlisted for the positions of Economic Development Manager and Infrastructure Services Director with decisions to be made within the next week or 10 days. (New date: Feb 19<sup>th</sup>)

**7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

**8. PUBLIC HEARING TO COMMENCE AT 5:30 PM**

**9. PUBLIC HEARING DECISIONS**

**10. UNFINISHED BUSINESS**

**11. NOTICE OF MOTION**

**12. COUNCILLOR REPORTS**

**13. IN-CAMERA MATTERS**

**MO2019.19** Zariski, DeMott moved to go in closed Council meeting at 7:05 PM. Carried unanimously.

13.1 Land Matter – Legal 3099AD Block 19 Lot 15 (FOIPP Section 23 Public Confidences)

**MO2019.20** Garbutt, Lacher moved to revert to regular Council meeting at 7:35 PM. Carried unanimously.

**14. ADJOURNMENT**

There being no further business, Mayor Colberg adjourned the meeting at 7:35 PM.

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Chief Administrative Officer

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Mayor