

**Town of Drumheller
COUNCIL MEETING
MINUTES**

January 7, 2019, at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne De Mott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

COMMUNICATIONS OFFICER/ECONOMIC DEVELOPMENT OFFICER:

Julia Fielding

RECORDING SECRETARY:

Libby Vant

1. CALL TO ORDER

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

2. MAYOR'S OPENING REMARK

Mayor Colberg wished everyone a Happy New Year and congratulated the Newcastle Community Hall group for their wonderful Ukrainian Christmas Dinner this past Saturday. She noted that several Council members attended the event, which sold out very quickly.

- 2.1. Councillor Tom Zariski to be sworn in as Deputy Mayor for the months of January and February, 2019.

Councillor Tom Zariski was sworn in as Deputy Mayor for the months of January and February, 2019 by Mayor Colberg.

3. ADOPTION OF AGENDA

MO2019.01 Garbutt, Hansen-Zacharuk 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 December 10, 2018

MO2019.02 Makowecki, Hansen-Zacharuk moved to adopt the Regular Council Meeting Minutes of December 10, 2018 as presented. Carried unanimously.

4.1.2. Special Council Meeting Minutes of December 17, 2018

MO2019.03 Zariski, De Mott moved to adopt the Special Council Meeting Minutes of December 17, 2018 as presented. Carried unanimously.

4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

4.3. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

6. REQUEST FOR DECISION REPORTS

6.1. CAO

6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

6.2.1. Request for Decision Capital Purchase 2018 - Ironosaurus Wrecks

B. Miller presented a Request for Decision for the 2018 Capital Purchase of the Ironosaurus Wrecks sculpture by Knibb Development for the amount of \$ 50,810.03 + GST for the fabrication and installation of the sculpture located at the BCF entrance. In 2017 in celebration of Canada 150 an agreement between then Mayor Yemen and CAO R. Romanetz and Knibb Developments Ltd. was struck for a piece of outdoor art to be fabricated and installed as a donation from Knibb. The art work has now been fully installed and Knibb has invoiced the Town for the total project costs. Once payment approval of the invoice is received, a cheque will be issued and subsequently exchanged with Knibb, where they will be issuing a donation cheque back to the Town in the equivalent amount. Administration recommends the approval of the capital purchase of this art work. For accounting purposes, the payment of the Knibb invoice will be recorded as a capital asset purchase and a receipt of the donated funds will be recorded as "Other-donated" capital revenue. The art installation compliments the downtown beautification strategy and the presentation of the donation cheque will be photographed and posted on the standard communication platforms.

MO2019.04 Garbutt, Hansen-Zacharuk moved to approve the payment of Knibb Developments Ltd. invoice no. 10621 for the fabrication and installation of Ironosaurus Wrecks. Carried unanimously.

Councillor Zariski asked the cost to potentially relocate the sculpture. D. Drohomerski replied that the cost would depend on where it would be moved to. He estimated a cost range of \$ 5,000 to \$ 8,000 including the iron fencing and boulders.

6.3. DIRECTOR OF INFRASTRUCTURE SERVICES

6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.5. REVIEW OF STRATEGIC BUSINESS PLAN WORK PRIORITIES

6.5.1. Update due on December 17, 2018 - New dates to be assigned

Economic Development Strategy Action Plan

J. Fielding advised that the Economic Development Advisory Committee worked with CAEP on the Economic Development Strategy Action Plan; they have an action plan and a Top 10 priority listing; timeframes for the priority are for the next five years as well as parking lot items; after this week's meeting they will nominate a representative to present to Council.

Update Due on January 28, 2019

Emergency Plan - Flood Component – Communication

D. Drohomerski advised that the first flood mitigation strategy communications letter went out to the public in December; the goal is to communicate the "Changing the Channel on Flood Mitigation" newsletter monthly with the next one coming out in three weeks or so. Councillor Garbutt asked the volume of responses to the first communication on this. J. Fielding replied that there has been hardly any response or sign up engagement on this matter so far. Discussion took place on timing of communications and gauging response and engagement by the public prior to flood season.

Update Due on January 28, 2019

Downtown Development Strategy - Terms of Reference / \$

J. Fielding advised that the Economic Development Advisory Committee is currently focused on the downtown core and reviewing a colour palette, blade signs that will have a dinosaur theme, and the potential for having the storefront blade signs included in the Storefront Improvement Grant program.

Update Due on January 28, 2019

Poverty Reduction Terms of Reference

D. Drohomerski advised that the FCSS department made a presentation to Council on December 17 and advised Council that they would create a Poverty Reduction Task Force to review the data presented at that meeting and take appropriate action.

Update Due on February 25, 2019

Parks and Recreation Master Plan - Terms of Reference

D. Drohomerski advised that this project has not yet been started as it is a good opportunity for the incoming Director of Infrastructure Services to develop this plan.

Update Due on April 1, 2019

Elks Building Demolition

D. Drohomerski advised that the Request for Tender for this project closes on January 31, 2019 with a mandatory on site pre-bid meeting with the utilities companies.

Update Due on February 19, 2019

Dyke Design

D. Drohomerski advised that the preliminary design has been completed and

a Request for Tender is being prepared for early spring.

Update Due on April 8, 2019

Downtown Plaza Phase 1.5 - Capital Budget Discussions

D. Drohomerski advised that: Administration is conducting capital budget discussions this month; need to determine what will happen with the Elks Building site once it has been demolished; would like this work completed prior to tourist season. In response to a question from Council, D. Drohomerski advised that any bricks recovered from the Elks Building demolition would likely be too fragile to reuse for structural purposes – the condition of the bricks would need to be assessed prior to determining the feasibility of reusing them; this would add time to the project and the goal is to complete it prior to the start of tourist season.

Update Due on February 25, 2019

Infrastructure Master Plan TC Asset - Engage Municipal Accountant

B. Miller advised that interviews have been conducted for this position; she hopes to have this position in place by January 31.

Update Due on February 4, 2019

Parking Pay and Play

Mayor Colberg advised that there has been controversy on social media regarding this matter, and clarified that there are only two parking areas under discussion - the hoodoos and the swinging bridge - due the number of visitors those sites receive. She further advised that the Town has to absorb the cost to maintain the parking lots even though they are provincially owned sites. Mayor Colberg reiterated that this matter is for discussion only.

G. Peters advised that, in response to direction from Council, he has investigated options for potential pay parking systems at the hoodoos and the swinging bridge sites. He provided overviews on two system types: an honour box system and a credit card payment system. G. Peters further advised that the honour box system is reliant on people's honesty and his research indicates that a large portion of users simply do not pay through the honour box system. The credit card payment systems includes software that is capable of tracking data such as license plates to identify where visitors have travelled from, repeat visitors, peak dates, and other information that may be of use. He further advised that the revenue estimates provided are conservative.

Mayor Colberg advised that she and other members of Council have met with the Province to identify what other parking options or assistance from the Province would be available for provincial sites like the hoodoos and swinging bridge. Discussion took place on this matter. Councillor Hansen-Zacharuk advised that this item has been tabled multiple times; these assets must be maintained and a way to fund them must be identified. She advised that Click Bait may be an option – a pop up that informs online users browsing our tourist information that “if you enjoy these free amenities please consider

donating". Further discussion on this matter took place. D. Drohomerski asked if Council wished to direct Administration to purchase an Honour Box system for a trial run, see what the success rate is, and report back to Council.

MOTION2018.05 Hansen-Zacharuk, Makowecki moved that Administration be authorized to spend a maximum of \$ 5,000.00 to purchase a parking fee donation box for a trial installation at the hoodoos site.

DEFEATED unanimously.

G. Peters advised that the Honour Box system is prone to vandalism even if it is monitored twice a day and suggested that perhaps a less isolated venue would be preferable to the hoodoos site. D. Drohomerski asked if Council would like further investigation into other parking payment options, such as a STEP summer student to monitor the parking, and report back.

Update Due on February 11, 2019

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

12.1. Round Table Discussion

Councillor Zariski advised that we often talk about how well we handle Canada Day events; he applauds the community on how well we do Christmas in Drumheller: we promote shopping local, have the Festival of Lights, Light Up the Night contest, the Salvation Army kettles, merchant feedback on Christmas revenues has been good, the incredible performance at the Christmas Cantata event, the DVSS Seniors Christmas dinner, the Yavis Christmas dinner, the Ukrainian Christmas dinner, and school Christmas concerts.

Councillor Makowecki asked if the positions of the Economic Development Officer, Development Officer and Director of Infrastructure Services have been filled. D. Drohomerski advised that interviews have been conducted; the short list interviews for the Economic Development Officer and Director of Infrastructure Services should be completed by the end of this month depending on schedules. He further advised that the Development Officer was hired and will begin with the Town on January 21 – the announcement will be made tomorrow.

Councillor Lacher advised that Christmas was very well done in Drumheller, especially the Public Works staff efforts in putting up the downtown Christmas tree - the photo of it went viral!

Councillor Garbutt advised that the Sandstone Manor operating budget will be presented to Council at the January 21 Regular Council meeting.

Councillor De Mott advised that the Drumheller Public Library will soon offer a monthly Movie and Mingle event for adults. January's theme is "The Trouble with Space Travel" and the library is conducting an online poll on facebook to see which films the public want to see.

Mayor Colberg advised that she would like to work on a calendar of upcoming events by Council.

13. IN-CAMERA MATTERS

MO2019.06 Lacher, De Mott moved to go In Camera at 5:27 PM. Carried unanimously.

13.1. Labour Matter - Staff Long Service / Recognition Policy (*FOIPP Act Section 23*)

MO2019.07 Hansen-Zacharuk, De Mott moved to revert to Public Meeting at 5:50 PM. Carried unanimously.

MO2019.08 Lacher, Hansen-Zacharuk moved to direct Administration to amend Policy 4.02.10.16 Staff Long Term Service Awards/Retirement/Resignation Recognition Awards to include reference to tax implications and to inform the 2018 Award Recipients of the Canada Revenue Agency policy. Carried Unanimously.

14. ADJOURNMENT

There being no further business, Mayor Colberg adjourned the meeting at 5:51 PM.

Chief Administrative Officer

Mayor