

**Town of Drumheller
COUNCIL MEETING
MINUTES**

January 8, 2018 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne DeMott

Jay Garbutt

Fred Makowecki

Lisa Hansen-Zacharuk

Tony Lacher

Tom Zariski

ACTING CAO / DIRECTOR OF CORPORATE SERVICES

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT:

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Darryl Drohomerski

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

1.0 CALL TO ORDER

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

Mayor Heather Colberg congratulated Deputy Mayor Tom Zariski for being chosen as Volunteer of the Year for Golf Canada.

Mayor Heather Colberg advised that there would be two additions to the agenda: 8.3.1 Authorization for Expenditures and MLA Rick Strankman wished to appear before Council today.

2.0 MAYOR'S OPENING REMARK

2.1 MLA Rick Strankman congratulated the newly and re-elected Councillors in their new role. He stated that he was in attendance today to inform Council of his willingness and openness to assist Council. He further stated that there is potential for boundary changes for the Drumheller-Stettler constituency to include the Municipal District of

Provost and this new larger area would be challenging. He stated that one recent highlight is the request from Infrastructure Minister Sandra Jansen for municipalities to submit their infrastructure capital priorities to her department. He stated that he has provided a list to Minister Jansen which includes the importance of flood mitigation for Drumheller and three other personal priorities – 1) Engineering study for Sheerness Blowdown Canal, 2) Improvements to the Dead Fish Reservoir (irrigation system) and 3) the ongoing development of Special Areas Water Supply Project. He further stated that after the 2013 flood risk, Drumheller was unfairly recognized because flood mitigation was done as a result of the 2005 flood which made the community “un-newsworthy” in 2013. He stated that opposition members have difficulty in meeting with Ministers however he attempts to speak with Ministers whenever opportunities arise. He stated that he would work with Council in moving forward.

Councillor J. Garbutt stated that the flood mitigation remains a top priority for Council and he requested MLA Strankman to lobby on behalf of Drumheller for potential buyouts for those residents in the West Rosedale, Lehigh and Nacmine areas.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Addition to Agenda: 8.1.3 Authorization for 2018 Expenditures and MLA Rick Strankman’s attendance under Item 2.0

MO2018.01 Garbutt, 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 December 11, 2017

MO2018.02 Lacher, Hansen-Zacharuk moved to adopt the Regular Council Meeting Minutes of December 11, 2017 as presented. 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 ACTING CAO

8.1.1 RFD - 2018 Strategic Business Plan

B. Miller presented the Town's 2018 Strategic Business Plan for Council's review and adoption.

MO2018.03 Garbutt, Zariski moved that Council approve the 2018 Strategic Business Plan.

Council requested the following amendments:

- Top Priority to be the Economic Task Force recommendations;
- Under Incentives for Staff - \$ incentive program to save dollars;
- Economic Task Force to be Brooke Christianson (not Blair); and
- Cannabis Legislation to address a Consumption Policy.

MO2018.03A Garbutt, Zariski moved that Council approve the 2018 Strategic Business Plan as amended. Carried unanimously.

8.1.2 RFD - Safety Policy C-01-18

B. Miller presented the Safety Policy for Council's review and adoption. She explained that the policy requires an annual review by Council so that Council is aware of the safety initiatives and endorse the same.

MO2018.04 Garbutt, Hansen-Zacharuk moved that Council adopt the Safety Policy C-01-18 as presented. Carried unanimously.

8.1.3 RFD - Authorization of Expenditures

B. Miller advised that pursuant to Subsection 248(2) of the Municipal Government Act, Council must approve a procedure for authorizing and verifying expenditures not included in the budget. She explained that since the 2018 operating budget has not yet been approved, a resolution from Council is required to authorize the CAO, or his delegate, to pay all current accounts, which are a proper charge of the Town, until the 2018 Operating and Capital Budgets are approved.

MO2018.05 Zariski, Makowecki moved that Council in accordance with Section 248(2) of the Municipal Government Act authorize the Chief Administrative Officer or his delegate, to pay all current accounts, which are properly charged to the Town, until the 2018 Operating and Capital Budgets are approved by Council. Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 2018 Service Fees Discussion

B. Miller presented the adopted 2017 service fees and reviewed selected fees that will see a proposed increase of 2% in 2018 which includes recreation and cemetery.

In response to Council's questions on the recreation fees, Council requested that Administration be more sensitive and more communicative on how the Community Assistance Policy is administered. P. Salvatore reviewed the criteria for the corporate

membership program which states that a company must have a Drumheller business license and the employer must submit an up to date list of their employees. It was explained that the corporate discount (20%) would apply to both a single or family membership on the annual multi-pass.

In response to concerns relating to whether or not a business licenses is required, Mayor Colberg recommended Administration carry out a communication campaign on business licenses.

Mayor Colberg presented a proposal to offer students in Grades 7, 8 and 9 (possible inclusion of Grade 6) free memberships with the purpose of encouraging Drumheller's youth to stay active with an overall goal to improve their well-being. Councillor Garbutt asked Administration what the implications would be for the Town offering stand alone youth passes. P. Salvatore stated that this program may fit under the fee assistance program as there is no dollar cap assigned to this policy. He further noted that Kids Sport and Jump Start do provide assistance for youth in Drumheller. He further reviewed the "drop-in toonie" program at the BCF and free swim program available to all residents and visitors and it was recommended that more of these programs be implemented to stretch out the traffic. Council expressed their appreciation to the recreation staff for their innovated ways of trying to offer more programming for youth. Mayor Heather Colberg requested that Administration research the numbers for those using the Community Assistance Program, those receiving Jump Start assistance, how many youth (Grades 6, 7, 8, 9) attend the Drumheller schools and the costs of offering free membership to these youth.

Mayor Colberg asked how we can better communicate with the schools and requested that this be included in the Town's communication plan.

Councillor DeMott recommended that an orientation program be held for youth on how to use the facility equipment. She further suggested that a free guest pass be provided to new members.

In response to a question on the difference between a micro business and residential license fee, P. Salvatore explained that a micro business is one that does not yet have a GST number and would be a first time business. Councillor Makowecki recommended that Council consider offering a scaled fee for businesses with a few years in operation as well. P. Salvatore explained that currently Administration is streamlining the home occupation renewal process; currently an annual development permit is required. Other factors that would impact the annual renewal process are the type of business and whether any complaints are brought forward.

In response to a question from Council on the cost of \$25.00 to reproduce a copy, B. Miller explained that this fee is high because the information is readily available for self print and those options are provided to the inquirer.

Council requested that the airport hangar fees should be compared with other municipalities and a comparison brought back to Council for their review. As well, Council requested that research be carried out on whether an animal license can be a lifetime purchase and possibly implemented next year.

B. Miller stated that she would like to move forward with bringing the 2% increase fee back to Council on January 22nd for implementation on February 1st, 2018 as the free membership for youth can be a policy decision separately from the adoption of the 2018 service fees.

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 MAYOR AND COUNCILLORS REPORTS

13.1 Mayor Heather Colberg - Video Live Streaming of Council Committee Meetings
Council agreed that any further Council Committee Meetings will be video live-streamed commencing January 15th, 2018. In addition, Council requested the purchase of a camera to be installed at the front of the meeting room to capture delegation speakers.

14.0 IN-CAMERA MATTERS

There being no further business, the Mayor declared the meeting adjourned 6 06 PM.

Chief Administrative Officer

Mayor