

**Town of Drumheller
COUNCIL MEETING
MINUTES**

October 2, 2017, at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Libby Vant

ABSENT:

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

1.0 CALL TO ORDER

Mayor Yemen called the meeting to order at 4:30 pm.

2.0 MAYOR'S OPENING REMARK

Mayor Yemen welcomed new CAO Darryl Drohomerski.

2.1 World Cerebral Palsy Day

Mayor Yemen Proclaimed October 6, 2017 to be World Cerebral Palsy Day in Drumheller.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Mayor Yemen requested the addition of Item **2.2** Request for Cancellation of Regular Council Meeting of October 16, 2017.

MO2017.120 Shoff, Hansen-Zacharuk Moved to adopt the agenda as amended. Carried.

4.2 Request for Cancellation of Regular Council Meeting of October 16, 2017.

MO2017.121 Garbutt, McMillan Moved to Cancel the Regular Council Meeting of October 16, 2017. Carried.

5.0 MINUTES

5.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Minutes of September 18, 2017 Regular Meeting

D. Drohomerski noted on page five (5) paragraph one (1), line nineteen (19) the word “except” should be “expect”.

MO2017.122 Shoff, Hansen-Zacharuk Moved to adopt the minutes of the September 18, 2017 Regular Council Meeting as amended. Carried.

6.0 DELEGATIONS

6.1 Economic Development Advisory Committee [EDAC]

EDAC Chairperson S. Manca advised that EDAC appeared as a delegation as a follow up to the discussion that arose from the EDAC minutes of Councillor Shoff's committee report at the previous Council Meeting - Mayor Yemen and Councillor Garbutt asked that the EDAC executive come and discuss Cold Calling/ the position budgeted for to assist the Economic Development & Communications Coordinator.

Councillor Garbutt advised that it was his addition to add the funding to the budget for the Cold Calling position and this idea was meant to be a proactive way to provide additional assistance to the whole community. He added that the intention was to look at a short term position that is proactive with a singular purpose, and was not meant to be a threat or as competition to the Economic Development Officer's position, but as an additional resource.

Councillor Garbutt asked if EDAC attended the recent Franchise Expo in Calgary.

S. Manca replied that EDAC was represented at that event by the Central Alberta Economic Partnership [CAEP].

B. Harrington advised that EDAC appreciates the opportunity to flesh this position out more clearly, and stated that the first questions from potential new businesses is always “Why should we relocate?”, so EDAC needs some skills training and incentives for potential new businesses. He went on to state that there needs to be more thought put in to determine what the incentives are; we have challenges with labour, transportation and geography, and suggested that EDAC attend expos with an all-encompassing package to present to potential new businesses.

S. Manca advised that, yes, we need all of these things as well as others - when EDAC has the right person and the right materials we will be ready; we still want to move this along in the meantime.

Councillor Garbutt asked what CAEP would do in terms of attracting new business.

P. Salvatore responded that CAEP is engaged to build the story, to find the value proposition and then hand it off to the person who will make these calls - we can also use members of the EDAC's expertise and guidance so that we have the best package possible; CAEP's intention there is to fill that gap for EDAC so that we can hand it off.

Councillor Garbutt asked if enough funds were allocated for this position.

P. Salvatore responded that EDAC is currently operating on the basis of funds that were allocated by Council; whether or not it was enough money is another story: EDAC is working within the funds provided to achieve an outcome that we believe has a chance of success; one of the reasons that we are working so closely with the committee is to optimize the use of those funds.

Councillor Shoff asked if, as she understood it, Council put forward \$ 20,000 for the marketing strategy from CAEP.

P. Salvatore responded that Council put forward \$ 20,000 for marketing, \$ 20,000 for investment attraction and \$ 20,000 for cold calling that came from the total allocation of \$ 150,000 put forward by Council that incorporated branding, including the Dinosaur Capital of the World emphasis.

Councillor Shoff asked if she was correct that the \$ 20,000 for marketing strategy was to assist the person that is doing the cold calling and it was mentioned that CAEP has offered to send a representative once a week to assist with the marketing and cold calling.

P. Salvatore responded that CAEP is based in Red Deer, so EDAC thought that, in order to have local positioning here we identified that having the representative here once a week would be a requirement with email and telephone/video conferencing throughout the week.

Councillor Shoff asked how long EDAC envisions doing this with CAEP prior to the new position being filled.

P. Salvatore responded that originally Council discussed an eight month timeframe with a value in the neighbourhood of \$ 40,000; as time went on we said that a good way to ensure that these things happen within this fiscal year would be to run them in parallel: working with CAEP as well as working on hiring the new person which would put us in a four month time frame so that the new person can get their feet on the ground.

Councillor Shoff asked if interviews have taken place for this position.

P. Salvatore responded that interviews have taken place and he expects that a decision will be reached by the end of this week.

C. Curtis advised that he feels there is not enough money allocated, and that an allotment for expenses should be identified for the position, which would allow them to bring prospects to town and host them at lunches, etc.

Councillor Zariski asked B. Harrington to fill in the details of the attraction/incentive package he referred to.

B. Harrington responded that we need to determine what the incentives are for prospective new businesses of which there are two streams: one is a welding shop moving their fifty-person business to town, the second is franchises; we need doctors and other professional services as well.

Councillor Zariski asked if B. Harrington is referring to value added services.

B. Harrington responded that yes, if Council is prepared to incentivize and cost share with EDAC to ensure that businesses are attracted; we have fibre optic, which is very positive; it is a very competitive environment out there - we are not unique in our situation.

S. Manca advised that developing the package is a process and, working together, we can figure out what that package is and not stop moving along the way while we do it; we hope we can keep on getting the funding along the way.

B. Harrington advised that you can talk to one hundred companies and only one may be ready - we have to be ready for them so we need to make sure we have good results; we need to call five of the right people not one hundred of the wrong people.

Councillor Garbutt advised that it sounds as if there could be different asks from all of the industries; we need to state that foremost we are willing to negotiate, while not alienating the businesses that have been providing employment here for years.

Councillor Garbutt asked if we pay a CAEP membership fee.

P. Salvatore responded that we pay a per capita membership fee to CAEP.

Councillor Garbutt asked if that membership is applicable to the work we are looking at.

P. Salvatore responded that yes, it is referred to as the roving EDO.

J. Fielding advised that CAEP has recently been doing an investment attraction strategy that we are involved with, which is why this discussion started; CAEP will be promoting the regional picture and what our priorities are; that information would feed to our investment attraction so that we can then attract the leads our partners are working on; we can fit it into the whole CAEP package; we are the only CAEP municipality looking at tourism, which makes us stand out.

Councillor Hansen-Zacharuk asked the timeframe to get this package together prior to hiring and getting this person in place.

P. Salvatore responded that EDAC has been working with CAEP for a about two months and now that CAEP is doing their investment attraction project EDAC saw a good opportunity to dovetail the two; EDAC has worked hard to get in partnership with the Calgary Regional Partnership on an informal basis - we want to be more connected; we have been more isolated than we have would like to be, if we are going to be successful down the road it is going to be on the basis of growing these relationships.

Councillor Hansen-Zacharuk asked what EDAC thinks the relationship with the new person will look like since CAEP is involved already.

P. Salvatore responded that J. Fielding, EDAC and he have been working on investment attraction and developing the local intel website and other materials so that we can promote them; there are so many of these things that are working concurrently - a number of focus areas that we continue to be connected to: branding, downtown revitalization, beautification, development and attraction, tourism and all of that threaded together with an emphasis on communication that is better on the whole. Many gears are in motion at the same time – the intent is to do as much as we can within this fiscal year.

Councillor Kolafa thanked EDAC for presenting to Council and suggested that they continue to attend future meetings with the incoming Council.

Mayor Yemen advised that the conversations with EDAC can continue at Committee Meetings as well as Regular Council Meetings with the incoming Council.

6.2 Drumheller Agriculture and Stampede Society

Drumheller Agriculture and Stampede Society president Mike Hansen presented an update on the activities undertaken this year by the society. M. Hansen advised that he has been involved with the society since 1989 and he has enjoyed it immensely. He further advised that one of the questions the society continually asks is, “How can we do better?”; he feels that the society can improve its visibility through the travels of its members, that they educate people on what the society is all about. M. Hansen advised that the stock car racing developed seven years ago just through word of mouth; this year they had 8,167 attendees, and only fifty percent were locals, meaning the remaining 4,083 attendees were tourists.

He advised that the society has changed their focus a bit with flat track motorcycle racing, stock car racing, one of the largest IMCA races in western Canada, roller derby, concerts, weddings, and other family events along with their regular agricultural events. M. Hansen further advised that the society was approached by the Sam's Club to host 200 RV units in the summer of 2018.

M. Hansen advised that the society relies on provincial funding: they usually receive between \$ 20,000 to \$ 24,000 annually in grants. He further advised that the society

was featured in several magazines this past year and, thanks to the promotional work done by member Carol Douglas, they have over 1,000 facebook followers, which the society finds amazing! M. Hansen advised that the society wishes to convey their appreciation for all the support that Council has provided to them throughout the years, adding that they have had locals who have supported them this whole time as well. He further advised that the Town has always been there for the society, and it has been fantastic promoting the Town all over the country and he encouraged Council to attend the society's events.

Mayor Yemen advised that M. Hansen is an unsung hero: he has put in thousands of hours with the society, and thanked M. Hansen for all the work that he does. In response to a question from Mayor Yemen, discussion was held on the potential winterization of the society's building as a cost savings measure.

Councillor Hansen-Zacharuk thanked M. Hansen for his role in the society and advised that, over her seven years with the board, she has seen a big change in the society financially and they are now debt free. She further advised that events have been phenomenal.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 Motion to Appoint Darryl Drohomerski to Drumheller and District Solid Waste Management Association [DDSWMA]

D. Drohomerski explained that, with the retirement of R. Romanetz, the Drumheller and District Solid Waste Management Association has a vacancy on the executive.

Councillor Hansen-Zacharuk asked if the appointment would be for one term or indefinitely.

Councillor Kolafa responded that the executive positions are appointed each year.

MO2017.123 Kolafa, Zariski Moved to appoint Darryl Drohomerski to the Drumheller and District Solid Waste Management Association [DDSWMA]. Carried unanimously.

8.1.2 Request for Decision - Bylaw 11-17 Public Utility Lot, Rosedale

D. Drohomerski advised that the lot in question has a trunk sewer that services the south part of Rosedale which is adjacent to a house that is built on an encroachment. He further advised that this situation has been ongoing for about twenty-five years and the homeowners tried to purchase the land from the Municipal District of Badlands prior to the amalgamation. D. Drohomerski advised that the Town would like to subdivide the property into two lots to correct these outstanding deficiencies.

Councillor Hansen-Zacharuk asked if the lot is being used.

D. Drohomerski responded that the situation has been ongoing for decades, that the Town does not need and has never used this piece of land.

Councillor Hansen-Zacharuk asked if the shed shown on the property map belongs to the Town.

D. Drohomerski responded that there are a few challenges and opportunities with this property; the Town wants to make sure that we manage our utilities well and would likely ask for removal of the accessory buildings.

Councillor Kolafa asked what would happen if the adjacent property owners do not purchase the lot.

D. Drohomerski responded that they have tried to purchase it previously and they are the ones who brought it to our attention and have expressed interested in purchasing the property providing the market value is agreeable to them.

8.1.3 Bylaw 11-17 - Public Utility Lot, Rosedale

MO2017.124 Garbutt, Hansen-Zacharuk Moved First Reading of Bylaw 11.17. Carried unanimously.

MO2017.125 Hansen-Zacharuk, Shoff Moved Second Reading of Bylaw 11.17. Carried.

MO2017.126 Shoff, McMillan Moved no objection to Third Reading of Bylaw 11.17. Carried.

Councillor Garbutt asked if there is a reason that we need to do this quickly.

D. Drohomerski responded that this matter was brought to Administration's attention by the adjacent property owners and we would not like them to go forward to petition to absorb this lot; something similar occurred in Rosebud.

MO2017.127 Shoff, Zariski Moved Third and Final Reading of Bylaw 11.17. Carried.

8.2 DIRECTOR OF INFRASTRUCTURE SERVICES

8.3 DIRECTOR OF CORPORATE SERVICES

8.3.1 2017 Reserve Bid Tax Recovery Public Auction

B. Miller advised that, as part of the tax recovery process under the Municipal Government Act, properties with a tax caveat registered against them must be offered for public auction one year after the date of the tax caveat. The properties listed on the attached schedule have had caveats registered against them as required and are now due for public auction. As part of this process, Council must set the terms and reserve bid amounts for the properties. In the past, the terms have been cash, or cash

equivalent, and the reserve bid for each property has been equal to its current year's assessment value.

Section 419 of the Municipal Government Act states that Council must set a reserve bid for each property and the reserve bid must be as close to market value as possible.

- The property assessment value is updated on an annual basis and is based on market values using the mass appraisal approach. These are preliminary values as of July 31, 2017.
- This method is the cheapest and quickest method in determining a reserve bid especially since any costs associated with the auction are charged back to the property.

An individual property appraisal report is not conducted. This method is more accurate than the mass appraisal standards used for assessments. However, it is cost prohibitive for many of the properties being auctioned in 2018 as most properties are eventually redeemed by the owner prior to the sale and access is not readily available to a real estate appraiser until such time as the municipality assumes the title. The cost of a property appraisal would be passed on to the property owners.

Councillor Zariski asked for an estimate of how many property owners generally redeem prior to the auction.

B. Miller responded that last year there were about twenty properties slated for auction and only three were actually put up for auction - she expects that almost all of the current properties will get satisfied prior to the auction date.

Discussion was held on the tax recovery process, legislation, notification process and the Town's monthly payment plan.

MO2017.128 Hansen-Zacharuk, Kolafa Moved that Council set the assessed value as the reserve bid price for properties for the January 26, 2018 tax recovery auction. Furthermore, the successful bidder must pay via cash or cash equivalent. Carried.

8.3.2 Request for Decision - 2017 Municipal General Election - Golden Hills School Board Trustee

B. Miller advised that Drumheller citizens will be voting for their local school board trustees as part of the municipal general election held every four (4) years. She stated that Section 3 of the Local Authority Elections Act (LAEA) authorizes elected authorities to conduct joint elections for voter convenience and for economies of scale. She further stated that the Golden Hills School Board has contacted her requesting a joint election and to conduct the school board trustee election on their behalf.

Councillor Garbutt asked where the polling station information will be advertised.

B. Miller responded that it will appear in this week's local newspaper as well as on the Town website, with advance polling held on October 5 and 14.

MO2017.129 Zariski, Hansen-Zacharuk Moved that Council authorize the Returning Officer to enter into an agreement with the Golden Hills School Division to conduct the 2017 School Board Trustee election on their behalf. Carried unanimously.

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

There being no further business, Mayor Yemen declared the meeting adjourned at 5:44 PM.

Chief Administrative Officer

Mayor