

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

February 6, 2017 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

MAYOR:  
Terry Yemen

**COUNCIL:**

Jay Garbutt  
Patrick Kolafa  
Sharel Shoff  
Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Darryl Drohmerski

**DIRECTOR OF CORPORATE SERVICES:**

Barb Miller

**DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

**DIRECTOR OF PROTECTIVE SERVICES:**

Greg Peters

**RECORDING SECRETARY:**

Libby Vant

**ABSENT:**

Councillor Lisa Hansen-Zacharuk  
Councillor Tara McMillan

**1.0 CALL TO ORDER**

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

**2.0 MAYOR'S OPENING REMARK**

**3.0 PUBLIC HEARING**

**4.0 ADOPTION OF AGENDA**

**MO2017.14** Shoff, Kolafa moved to adopt the agenda as presented. Carried unanimously.

## **5.0 MINUTES**

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

#### **5.1.1 Regular Council Meeting Minutes of January 23, 2017**

**MO2017.15** Zariski, Garbutt moved to adopt the Regular Council Meeting Minutes of January 23, 2017 as presented. Carried unanimously.

### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

### **5.3. BUSINESS ARISING FROM THE MINUTES**

## **6.0 DELEGATIONS**

### **6.1 Presentation from Shelley Rymal, President, and Marley Henniagh, Office and Chamber Services Coordinator, Drumheller & District Chamber of Commerce [DDCC].**

S. Rymal thanked Council for the opportunity to present their 2016 update. She advised that the DDCC is committed to building a membership base and a strong business community; they are currently focused on generating awareness of membership benefits, such as providing networking opportunities, relationship building and hosting education sessions. In 2016 the DDCC gained 15 new members, and they currently have 632 twitter followers and 553 facebook likes. S. Rymal further advised that the DDCC offers value-added programs like group insurance, merchant discount rates for financial institutions, data and point of sales terminal vendors, courier services and fueling stations. The DDCC also has a key priority business advocacy committee that recently met with MLA Rick Strankman. S. Rymal advised that the DDCC is a member of the provincial and federal Chamber of Commerce groups, and represents our community's interest at those levels. She went on to state that DDCC events promote local businesses and networking opportunities. The DDCC hosts several annual events such as the Canada Day Parade, the Jurassic Classic Golf Tournament, the Jingle Mingle, Small Business Week and the upcoming 2017 Lunch & Learn Sessions. S. Rymal advised that the DDCC Annual General meeting will take place on March 23, 2017, and the 3rd Annual Spring Expo will be held from April 21-23, 2017. She stated that the DDCC and Rotary Club are in discussions about combining the annual Rotary Celebration of Excellence with the DDCC annual Gala Event for 2018.

S. Rymal advised that 2016 saw 127, 481 visitors to the World's Largest Dinosaur, which is an increase of 22% over 2014, 5.2% over 2015, and the second busiest year since its 2000 opening. The Visitor Information Centre counseled 57,805 visitors in 2016, with 30, 000 of those visitors arriving in July and August. She stated that it is an accredited VIC, and they offer a Mobile VIC at the Royal Tyrrell Museum when the weather is conducive to do

so [2016 had an unusually wet summer]. M. Henneigh advised that the VIC does not generate revenue and requires significant funds to operate. In 2016 the total VIC expenses were \$142,939 and the expected shortfall for 2017 is \$97,239. She further advised that in 2017 the DDCC will continue to monitor news and advocate for local businesses and community stakeholders with the provincial and federal governments. She concluded by stating that “Together we can achieve more than we can independently”.

Questions from Council members were fielded.

S. Shoff asked if it is correct that the VIC did not receive provincial funding last year or this year. S. Rymal confirmed that they had previously received \$25,000 annually in funding from the province, but they did not receive the funding in 2016 and will not receive it in 2017, as the Province has reallocated the funds to other areas. S. Shoff asked if there are other ways to get provincial grants or funding. S. Rymal replied that they hope to be successful with their applications for small staff training grants, the STEP program and the Canada Summer Jobs program.

T. Zariski asked if it would be beneficial for the DDCC or VIC to work in tandem with the Citizens on Patrol Committee, and if they may qualify for funding under the World’s Largest Dinosaur Legacy Fund. S. Rymal responded that grant program registration outlines the guidelines for eligibility, and COP are welcome to meet with or make a presentation to the DDCC.

P. Kolafa asked how concerned the Town should be regarding the World’s Largest Dinosaur’s structure, age and maintenance. S. Rymal responded that the World’s Largest Dinosaur is now 17 years old, and it has been repainted - they are addressing some structural cracks, and planning preventative maintenance to ensure the future longevity of the dinosaur and the support it provides to the area.

## **7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

### **8.0 REQUEST FOR DECISION REPORTS**

#### **8.1 CAO**

##### **8.1.1 Bylaw 02.17 being a bylaw to regulate the Water and Wastewater Systems - first reading**

R. Romanetz presented Bylaw 02.17 Water and Wastewater Bylaw and advised that a committee was set up with all departments about six months ago to review the proposed revisions to the bylaw. He stated that the idea was not to simply amend the existing bylaw but take a broader approach and redraft the bylaw to make it comparable with those of surrounding municipalities. R. Romanetz advised that the committee

reviewed numerous bylaws that included the recent changes in legislation. The committee met numerous times to produce a draft bylaw that incorporated all requisite procedures, policies and guidelines, then held comprehensive sessions with the Town Solicitor to ensure that no clauses within the draft bylaw were in conflict with each other. R. Romanetz highlighted one area in the draft bylaw regarding unpaid utility bills: previously Council would annually review unpaid bills and determine if they would be written off. The new terms of the bylaw specify that Council now has the authority to ensure that the property owner has the responsibility to pay the bill or the amount will be transferred to their property taxes. R. Romanetz also spoke about how prohibited substances are dealt with in the draft bylaw: it sets out guidelines for what substances are allowed to enter the system, and in what concentrations, and the Town will have the authority to go into the enforcement mode if these guidelines are contravened.

B. Miller advised that p.20 section 7 of the draft bylaw specifies how the property owner will be held accountable, and how they can keep apprised of tenant's account payments by submitting a form requesting that a duplicate bill be sent to the property owner. B. Miller further advised that the draft bylaw contains a full section on enforcement of infractions and the corresponding fines.

D. Drohomerski advised that p.32 section 4 of the draft bylaw refers to hydrogen sulfide which is primarily the cause of offensive odours in the system. He stated that the goal is that we will have a better quality of waste water entering the system, and it falls to the Town to monitor the system and enforce the guidelines and penalties when required. R. Romanetz added that random checks will be implemented to monitor the system, identify what is entering it the system, and to test the quality as well.

#### Discussion on Motion:

Mayor Yemen asked if there is a timeline for property owners to be alerted that a tenant is not paying their utility bill - how they will be notified. B. Miller responded that there are multiple ways built into the draft bylaw: the owner can request to have a hard copy of the bills monthly or quarterly, they can have the bills via email, and the property owner would automatically be notified after two months of a tenant being in arrears.

B. Miller advised that another issue the property owner notification options will address is the fact that the Town is often not notified when a tenant moves out – the draft bylaw included measures to help eliminate this problem, as the owners will need to let the Town know when their properties are vacant.

J. Garbutt asked how many of the \$21,000.00 in unpaid utility accounts written off by Council in 2016 were commercial and how many were residential. R. Romanetz responded that Administration would investigate and provide those figures to Council for their information. B. Miller advised that the guidelines and processes within the draft bylaw has become best practice in municipalities across the province.

P. Kolafa asked when this bylaw would be implemented. B. Miller responded that any existing accounts holders could have the property owners elect to receive copies of the bills, but all new accounts will fall under the new bylaw as soon as it is enacted.

**MO2017.16** Shoff, Zariski moved that Council approve first reading of Bylaw 02.17 Water and Wastewater Bylaw.

Vote on Motion:  
Carried unanimously.

**8.2. DIRECTOR OF INFRASTRUCTURE SERVICES**

**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**

9.1 CAO's Quarterly Report to December 31, 2016  
CAO's 2016 Annual Report

9.2 Director of Infrastructure Services' Quarterly Report to December 31, 2016  
Director of Infrastructure Services' 2016 Annual Report

9.3 Director of Corporate Services' Quarterly Report to December 31, 2016  
Director of Corporate Services' 2016 Annual Report

9.4 Director of Community Services' Quarterly Report to December 31, 2016  
Director of Community Services' 2016 Annual Report

9.5 Director of Protective Services' Quarterly Report to December 31, 2016  
Director of Protective Services' 2016 Annual Report

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICE OF MOTION**

**13.0 COUNCILLOR REPORTS**

13.1 RFD - FCM Recruiting Municipalities for Africa, Asia and Latin America - Partnerships for Municipal Innovation: Local Economic Development (PMI-LED) Program

Mayor Yemen presented the FCM Recruiting Municipalities Partnerships for Municipal Innovation: Local Economic Development (PMI-LED) Program. Mayor Yemen advised that he received the information from FCM, and saw it as an opportunity for Drumheller to apply for the program. He stated that Nicaragua caught his eye, as he is very familiar with the surrounding areas and their issues. Mayor Yemen advised that FCM will pay for everything that the municipality requires to provide two staff and two Councillors on two missions for two weeks, and the expectation is that if staff are involved they would not be expected to use their vacation time for a mission, but use actual work hours for the mission.

T. Zariski stated that when he travelled to Vietnam he found that they were focusing strongly on tourism but at that time they did not have a clear concept of how to attract tourists , that they were struggling to obtain information on programs and services and provide it to the tourists. He stated that the Town of Drumheller has considerable expertise in tourism and economic development, and asked Mayor Yemen if information on programs and services as well as strategies for attracting tourists could be incorporated into the application. Mayor Yemen responded that these items could be included in the application to the program.

**MO2017.17** Kolafa, Zariski moved that Council support an application to the FCM Partnerships for Municipal Innovation: Local Economic Development Program to provide assistance to Nicaragua.

Vote on Motion: Carried unanimously

#### **14.0 IN-CAMERA MATTERS**

**MO2017.18** Shoff, Zariski moved to go in camera at 5:55 PM. Carried unanimously.

##### 14.1 Legal Matter

**MO2017.19** Zariski, Shoff moved to revert to Regular Council Meeting at 6:24 PM. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:25 PM.

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Chief Administrative Officer

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Mayor