

**Town of Drumheller
COUNCIL MEETING
MINUTES**

January 23, 2017 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:
Terry Yemen

COUNCIL:

Jay Garbutt
Lisa Hansen-Zacharuk
Patrick Kolafa
Tara McMillan
Sharel Shoff
Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Darryl Drohomerski

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

ABSENT:

1.0 CALL TO ORDER

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

2.0 MAYOR'S OPENING REMARK

Mayor welcomed MLA Rick Strankman and Pat Turnbull to the Council Meeting.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Addition to Agenda - 13.1 Mayor Terry Yemen - Canadian Badlands Report
MO2017.07 Hansen-Zacharuk, Garbutt 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 January 9, 2017

MO2017.08 Shoff, Zariski moved to adopt the Regular Council Meeting Minutes of January 9, 2017 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

Municipal Planning Commission Meeting Minutes of December 7, 2016.

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. CAO

8.1.1 Bylaw 01.17 being a bylaw to amend the Land Use Bylaw 10.08

R. Romanetz presented Bylaw 01.17 which proposes to change Plan 0813007 Block 15 Lot 2 from "UT" Urban Transition District to "SCR" Suburban Community Residential District. He advised that the applicant wishes to reclassify the property at the east end of East Coulee which would allow for the placement of a manufactured home. He further advised that following first reading, the circulation to neighboring properties and advertising of the public hearing will be carried out.

MO2017.09 Shoff, Garbutt for first reading of Bylaw 01.17. Carried unanimously.

8.1.2 RFD – 2017 Strategic Business Plan

R. Romanetz advised that the Town's 2017 Strategic Business Plan was developed at the Council Retreat held on October 24th and 25th, 2016. The intent of the plan is to identify priorities, how they will be accomplished, who will do the work, by when and within what framework of accountability. The Strategic Business Plan includes 2017 Corporate, Organizational and Operational Improvements Work Programs. He further

advised that in addition to the priorities identified in the 2017 Strategic Business Plan, Administration develops a separate list of operational work priorities not included in this document. He further advised that some corporate priorities are dependent upon the receipt of Provincial grant dollars which is unknown until their budget is released in March. He recommended approval of the 2017 Plan with the understanding that more details will be provided on the specific work priorities as more information is received from the Province.

MO2017.10 Hansen-Zacharuk, Shoff moved to approve the 2017 Strategic Business Plan with the understanding that more specific information will be provided on work priorities.

Discussion on Motion:

Councillor J. Garbutt stated that he believes there was an oversight with the omission of Council's number one priority being the execution of succession planning as it relates to the CAO. Council agreed to the amendment.

Councillor J. Garbutt asked for clarification on what the Arts and Culture Strategy entails. P. Salvatore explained that a facilitated session will be held this Wednesday, January 25th to identify goals for arts and culture activities in Drumheller. He stated that in addition to this, Administration will be proceeding with a Community Group Assistance Policy as it relates to the decision on requests for assistance for community events – how the Town's decides and who the Town helps out. He stated that Administration will include an inventory of all assistance to community groups – both funding and in-kind.

Councillor L. Hansen-Zacharuk asked when the banners in celebration of Canada's 150 will be hung. P. Salvatore stated that the banners have been ordered and will be hung along the Drumheller's highest traffic route – the south entrance. He further explained that the Heritage, Arts and Culture Committee has been assigned the tasks for celebrating Canada 150 and they intend to invite and involve community groups on planning of the events.

Councillor S. Shoff asked if Drumheller will have their own Celebration Canada 150 lapel pin. P. Salvatore stated the Committee is reviewing their budget and will take the creation of a pin into consideration.

Councillor L. Hansen-Zacharuk stated that she wanted residents to know that Banff Park Passes are available at the gate and do not need to be ordered online.

MO2017.10A Hansen-Zacharuk, Shoff moved to approve the 2017 Strategic Business Plan with the understanding that more specific information will be provided on work priorities, and as amended to include the "Execution of Succession Planning as it relates to the CAO".

Vote on Motion: Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.2.1 Solid Waste Collection Update

D. Drohomerski advised that GFL Environment will commence operations on February 6th. He explained that there are two components to the collection – residential and commercial. In the RFD process, it was stated that GFL will be utilizing staff from Huxted however this will not be the case as the residential Huxted drivers have found other employment. GFL will bring in resources to ensure there is a smooth transition. The Town sets the prices for commercial pickup however the Town does not keep a data base. GFL has had to prepare a collection list of commercial customers. The Town has prepared a Q & A which has been posted on the website as well as a media release. Town staff can answer some of the questions however customers are being referred to GFL. GFL will be bringing in their bins and stockpiling across from 7/11 until they are delivered. The downtown area might be congested with two sets of bins until Huxted removes their bins. D. Drohomerski thanked Huxted for an admirable job over the last 13 years.

Councillor J. Garbutt asked for an explanation on the choices for commercial businesses. D. Drohomerski explained that Huxted maintains a list of their commercial businesses (bin customer) and the Town only assigns the prices for the bin pickup. Commercial customers have two choices - haul the garbage themselves or they must use the Town's provider as it is a franchise agreement under the Town's bylaw. He explained that the bylaw has been enforced in the past as the Town had to take a previous contractor to Court when they were infringing on Huxted's rights. R. Romanetz explained that other waste haulers can only collect trade / industrial waste.

Councillor T. Zariski asked why bins are placed haphazardly throughout the community. R. Romanetz advised that the Land Use Bylaw provides guidance and if there is a development that requires a bin, it should be screened. In terms of residential waste bins, they are normally placed in the back alley however some residential bins must be placed on the front street if there is no back lane. He further advised that the Town would respond to complaints if a bin is not placed according to the Town's bylaws.

Councillor P. Kolafa asked if there would be changes to the residential pickup schedule. R. Romanetz advised that GFL has indicated no change to the residential pickup schedule for one year.

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD – Bad Debt – Utilities Account

B. Miller advised that the Town has approximately 90 utility accounts in arrears largely resulting from rental properties. She further advised that the account balances included in the RFD are greater than 120 days in arrears and occurred between January 2014 and August 2016. All the accounts in arrears have been sent to a collections agency and are actively being pursued for payment. She explained that although the Municipal Government Act provides municipalities with the legislation necessary to mitigate bad

debt of utilities by granting authority to transfer outstanding balances to the tax roll, this can only be done if the utility account holder is also the property owner. She further explained that Administration will be presenting a draft bylaw to Council at the next Regular Council Meeting that will allow the Town to transfer unpaid debt to the property owner. She further advised that most of the debt incurred is from the years 2014 and 2015 and as such, the financial impact of these arrears balances have been realized annually in prior financial statements.

MO2017.11 Kolafa, Shoff moved that Council authorize the write-off of outstanding utility account balances in the amount of \$21,787.73 against the allowance of that debt.

Councillor L. Hansen-Zacharuk asked that the dates be included in the motion, January 2014 to August 31, 2016. Council agreed to the amendment.

MO2017.11A Kolafa, Shoff moved that Council authorize the write-off of outstanding utility account balances in the amount of \$21,787.73 dated January 2014 to August 31, 2016.

Discussion on Motion:

Councillor J. Garbutt asked if the motion halts the collection of these accounts by an agency. B. Miller stated that an agency will continue with their collection process. Mayor Yemen asked if there are multiple write-offs on the same property. B. Miller stated most likely yes, however the new bylaw will address this issue with the debt being transferred to the property owner's taxes.

Vote on Motion

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

13.1 Canadian Badlands Report

Mayor Terry Yemen advised that he attended the Canadian Badlands' Meeting in Brooks on January 19th. He further advised that Strathmore's Economic Development

Officer provided a presentation on a new app called “*On This Spot*”. It allows for site points that can be coordinated to the app which can then be accessed on an individual’s cell phone. It would provide a historical overview of that site point. He explained that this app would be ideal for Drumheller’s 39 mine sites. He further explained other initiatives / projects moving forward – geo-caching sites will be transferred to the Medicine Hat Tourism Board, winter projects to include birding and ice fishing derbies, additional shows are planned at the Canadian Badlands amphitheatre, grassland naturalist events are being planned throughout the Canadian Badlands, pheasant festivals are being planned in several communities (Drumheller is looking for a champion to drive a pheasant festival in our community during the winter months modeled after Stettler’s).

14.0 IN-CAMERA MATTERS

MO2017.12 Hansen-Zacharuk, Garbutt moved to go in camera at 5:10 PM. Carried unanimously.

14.1 Land Matter

MO2017.13 Shoff, McMillan moved to revert to Regular Council Meeting at 5:43 PM. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 5:43 PM.

Chief Administrative Officer

Mayor