

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**June 26, 2017 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, AB, T0J 0Y4**



**PRESENT:**

**MAYOR:**  
Terry Yemen

**COUNCIL:**

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

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

**DIRECTOR OF CORPORATE SERVICES**

Barb Miller

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Darryl Drohomerski

**DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

**DIRECTOR OF PROTECTIVE SERVICES:**

Greg Peters

**RECORDING SECRETARY:**

Linda Handy

**ABSENT:** Councillor Jay Garbutt

**1.0 CALL TO ORDER**

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

Councillor Sharel Shoff was sworn in as Deputy Mayor for the months of July and August, 2017.

Mayor Terry Yemen advised that he attended the Central Alberta Economic Partnership's Annual General Meeting in Red Deer on June 22<sup>nd</sup>. He further advised that their Annual Report is available for circulation.

Mayor Terry Yemen congratulated the organizers of Gran Fondo for a successful event.

Councillor Tara McMillan thanked Councillor Tom Zariski for all his hard work on the Passion Play Golf Tournament.

## **2.0 MAYOR'S OPENING REMARK**

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

**MO2017.78** Kolafa, Hansen-Zacharuk 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 June 12, 2017**

**MO2017.79** Zariski, Shoff moved to adopt the Regular Council Meeting Minutes of June 12, 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 CAO**

#### **8.1.1 Bylaw 04.17 being a bylaw to incur indebtedness by the issuance of debenture(s) in the amount of \$497,400 for the purpose of Flood Mitigation in Central Drumheller through berm enhancement and construction**

R. Romanetz presented Bylaw 04.17 which proposes borrowing to raise our portion of the costs for flood mitigation in Central Drumheller. He explained that Drumheller received grant approval one year ago and since that time, Drumheller has had ongoing discussions with the Province and Federal governments on cost sharing and ownership of the dykes. If Council passes all three readings it does not commit Council to borrowing the money; it does however ensure that the borrowing option is in place and the dollars can be accessed immediately. Under the Municipal Government Act, there is a requirement for public notice through advertising of the bylaw. Although, a further grant program from the Federal government may be available down the road, at this time there are no further dollars to help offset the flood mitigation costs. He further noted that the main point being negotiated with the Province is transferring the

ownership of the dykes to the municipality and as of last week at a meeting held with our Solicitor and Administration, our proposal for wording of the transfer was provided to the Province however we have not yet heard back from the Province. He explained that once the funding agreement is signed, the Town will proceed to the design phase with hopes of tendering the project this fall. As we work on finalizing the funding agreement, the Town is proactively looking at taking steps that will reduce the likelihood of project delays down the road.

**MO2017.80** Zariski, Hansen-Zacharuk moved first reading of Bylaw 04.17

Councillor T. Zariski commended the Mayor and Administration who have lobbied the government for so many years to try and get the original agreement honored however it is now time to look at the protection of the community. He further asked for the rate of borrowing? B. Miller explained that the 30 year rate is 3.315% and the 25 year rate is 3.185%. Councillor S. Shoff asked the deadline date to start the project? R. Romanetz advised that there is an unsigned funding agreement in place that anticipates the design work to start now, tender and construction start by the fall with the work completed by the fall of 2018. In response to a question from Council, B. Miller stated that the Town is in an extremely good debt servicing position with a large margin available. She also advised that the Hillsvie Lodge debenture has only two payments remaining which will further reduce our debenture debt. R. Romanetz stated that the Town has approximately \$16M in reserves and this would be another option to fund flood mitigation projects. He further explained that the Town has set its own debt servicing limits at 60% of the Province's level. He stated that the borrowing rates are reasonable now and when you spread the debt over 20 to 30 years, the costs are shared with future generations. He further stated that the Town is in a healthy financial position and the Town's capital financing strategy includes borrowing on specific projects.

Vote on Motion:

Carried unanimously.

**8.1.2 Bylaw 05.17 being a bylaw to incur indebtedness by the issuance of debenture(s) in the amount of \$516,000 for the purpose of Flood Mitigation in East Midland and Newcastle through berm enhancement and construction**

R. Romanetz presented Bylaw 05.17 advising that it deals with borrowing for the second flood mitigation project for East Midland and Newcastle. He recommended that Council proceed with first reading with the understanding that there would be ample time to review other funding sources. He further stated that there may be a further federal program that could cover a portion of the costs for subsequent flood mitigation projects that have not been funded by the Province but has been identified as being eligible. He stated that the federal grant application will be submitted in July.

**MO2017.81** Shoff, Hansen-Zacharuk moved first reading of Bylaw 05.17. Carried unanimously.

### 8.1.3 RFD – Economic Development Advisory Committee Appointment

R. Romanetz advised that the Economic Development Advisory Committee has one public at large vacancy due to the resignation of Adrian Hartman as he was relocated to another community. He further advised that the vacancy was advertised and one application was received from Mr. John Goudy to serve in this capacity.

**MO2017.82** Shoff, Hansen-Zacharuk moved that Council approve the appointment of Mr. John Goudy to the Economic Development Advisory Committee for a three year term expiring at Council's 2020 Organizational Meeting. Carried unanimously.

## 8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

### 8.3. DIRECTOR OF CORPORATE SERVICES

#### 8.3.1 RFD – Auditor Appointment – 2017 and 2018

B. Miller advised that in August 2014, an RFP was issued for the provision of financial auditing services for a 3 (three) year term ending December 31, 2016 with Collins Barrow LLP Edmonton being awarded the contract as the municipality's auditor. The 3 (three) year appointment ended with the adoption of the audited statements as of December 31, 2016. She further explained that in addition to the reasons outlined in the RFD, it is anticipated that a call for proposals will result in costs higher than the 8% budgeted increase. She advised that with the 2% per annum proposed increase, the cost of the extension to the Town would be \$51,500 over the two years (Library - \$4,120, Solid Waste - \$10,200).

**MO2017.83** Kolafa, Hansen-Zacharuk moved to appoint Collins Barrow LLP Edmonton as auditors for the Town of Drumheller, Drumheller Library and Drumheller & District Solid Waste Management Association for a 2 year term being 2017 and 2018. Carried unanimously.

In response to a question from Council regarding whether nonprofit organizations can be included under the same umbrella for auditing services such as the Senior Foundation, Valley Bus, etc., B. Miller agreed to pursue this option for future RFPs and provide a report to Council.

## 8.4. DIRECTOR OF COMMUNITY SERVICES

### 8.4.1. Liquor Service Model at Badlands Community Facility

D. Goldthorpe advised that as per Council's direction in the 2017 Strategic Business Plan, options for a liquor service model at the Badlands Community Facility was reviewed. He further advised that the actual requests for a liquor service provider have decreased in numbers (about 1 – 3 per year) and that typically, such requests are limited to a wedding or conference. For these types of requests, the renter is referred to local volunteer groups as they are able to fundraise for their group by providing this service. He further explained that from his research, other facilities do not want to provide a liquor service model because of the liability involved. He presented the following liquor service models for Council's consideration:

Option 1a) Self Service Model (current model) – under the self service model, the facility renter would be responsible for providing a Special Event Liquor Permit obtained from

the AGLC; they would provide all of their own liquor. Bartending service would be the responsibility of the renter. All bartenders would be required to have Proserve Certification. Liquor prices would be preset by the renter and all revenues from the liquor sales would be kept by the renter. This is the current existing model at the BCF.

Option 1b) Same as Option 1a but the renter would receive a list of local Liquor Service providers. This would require administration to put out a Request for Interest. Similar to the caterers at the events in the facility, it would not be an exclusivity model.

Option 2 – Full Service – BCF staff would be responsible for ordering the liquor, bartending, and setting of prices.

Option 3 – Bartending Service – the renter would be responsible for providing a Special Event Liquor Permit obtained from the AGLC, they would provide their own liquor however full bartending service would be provided by the BCF staff.

D. Goldthorpe presented the disadvantages of other options:

1. The facility lacks the required lockable storage areas for adequate inventory control;
2. A Liquor Service Supervisor may be required to ensure proper guidelines and inventory control.
3. Staffing levels required to constantly offer this type of level of service could prove challenging.
4. Fundraising organizers will still want to provide their own service in order to maximize the funds they collect.
5. Possible increase to the Town's liability as the staff would be serving the liquor.

He concluded by stating that it is strongly felt that the BCF would not loose events because we are not offering a Full Service Liquor Model and that Administration's recommendation is to proceed with Option 1b.

**MO2017.84** Shoff, Hansen-Zacharuk moved that Council accept Administration's recommendation as stated, "*that the Town of Drumheller and the Badlands Community Facility proceed with Option 1b: Continue to allow the Self Service Model and prepare a local Request for Interest to determine capable, competent Liquor Service providers to develop a list of names that would be available to the renters inquiring*". Carried unanimously.

## **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**

**MO2017.85** Hansen-Zacharuk, McMillan moved to go in camera at 5:35 PM.  
In favour – Hansen-Zacharuk, Zariski, McMillan, Kolafa, Shoff  
Opposed – Yemen

Mayor Terry Yemen stated that he voted against the motion as clarification was not provided.

Vote on Motion: Carried.

#### **14.1 Labour Matter**

**MO2017.86** McMillan, Zariski moved to go out of camera at 6:05 PM. Carried.

There being no further business, the Mayor declared the meeting adjourned at 6:05 PM.

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Chief Administrative Officer

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Mayor