

# **Town of Drumheller COUNCIL MEETING MINUTES**

**December 21, 2009 at 4:30 PM**  
**Council Chamber, Town Hall**  
703-2nd Ave. West, Drumheller, Alberta



## **PRESENT:**

**MAYOR:**

Bryce Nimmo

**COUNCIL:**

Andrew Berdahl

Karen Bertamini

Don Guidolin

Sharel Shoff

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICE**

Allan Kendrick

**DIRECTOR OF CORPORATE SERVICES:**

Micheal Roy

**RECORDING SECRETARY:**

Linda Handy

**ABSENT:** Councillor Blaine McDonald

Councillor Terry Yemen

## **1.0 CALL TO ORDER**

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

- 2.1 Mayor B. Nimmo presented a letter from Hon. Ray Danyluk, Minister of Alberta Municipal Affairs announcing the continuation of funding for emergency management training for 2009/10 under the Municipal Sponsorship Program.
- 2.2 Mayor B. Nimmo presented a letter from Hon. Ray Danyluk, Minister of Alberta Municipal Affairs advising that the 2010/11 funding levels are expected to be roughly the same as in 2009/10 for the MSI, Policing Assistance Grant and Family and Community Support Services programs.
- 2.3 Mayor B. Nimmo announced that the Council Committee Meeting scheduled for December 28, 2009 has been cancelled.

## **3.0 PUBLIC HEARING**

#### **4.0 ADOPTION OF AGENDA**

**MO2009.219** Shoff, Guidolin moved to approve 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 December 7, 2009**

**MO2009.220** Shoff, Berdahl moved to approve the regular Council meeting minutes of December 7, 2009. Carried unanimously.

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

###### **5.2.1 Municipal Planning Commission Minutes of November 26, 2009**

##### **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 RFD - 2010 Capital Budget**

R. Romanetz advised that Administration presented the Town's 2009 Capital Plan to Council for review on December 14th. He explained that the capital plan outlines the capital priorities for the Town for 2009 and also identifies how these priorities are funded. He further advised that the Multi Year Plan (2011-2020) and Capital Financing Strategy have not been completed and it is expected that Administration will present these documents to Council by February 2010. He stated that Administration is looking for authorization to proceed with the 2010 Project Plan to ensure that the tendering process is not delayed and the competitive edge is not lost. He stated that the 2010 Project Plan includes \$37,278,873 in spending and the majority of projects are subject to funding confirmations from the Province. He further explained that any projects subject to funding from the Province will not proceed without

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confirmation. He stated that in some cases, borrowing bylaws need to be in place before projects proceed as well. He further explained that since the review meeting, the addition of scales for Community Enforcement has been included (with the deletion of the purchase for a new 1/2 ton truck). He stated that the new Community Enforcement Supervisor is qualified for weights and measures and will be taking on these responsibilities effective January 1st.

**MO2009.221** Bertamini, Shoff that Council approve the 2010 Project Plan, totalling \$37,278,873 in expenditures, as presented.

Councillor K. Bertamini stated that in the past, weights and measures responsibilities were covered by a separate person and she questioned whether an increase in the number of officers is required to cover off this component of Community Enforcement. R. Romanetz stated that Darcy Nundahl will take on this responsibility as part of his ongoing duties and he will be delegating some responsibilities to the two other officers. He stated that he does not foresee these hours, which may result in 5% of the normal hours, interfering with the regular duties. He further explained that he has requested a copy of the Community Enforcement Work Plan for Council which identifies different work hours over and above the regular 8:00 AM - 4:30 PM hours. He stated that a meeting will be held in the new year with the surrounding municipalities to review the weights and measures enforcement duties.

Vote on Motion: Carried unanimously.

#### 8.1.2 RFD - Historical Designation

R. Romanetz advised that Council has discussed this matter in the past with direction given to Administration for a report by year end. He provided an overview of the report prepared by P. Salvatore. R. Romanetz advised that he along with P. Salvatore toured the downtown area with representatives from the Municipal Heritage Program, following which a meeting was held with the Chamber and Town Administration on clarification of the program. He stated that the representatives from the program felt that Drumheller had a significant number of historical type buildings that would fit their program. He explained that the key considerations are the cost and requirements attached to the program. The first step is the completion of a Heritage Inventory (80% of the downtown buildings would qualify under the program guidelines). He further explained that the total project cost is \$50,000 plus, of which \$30,000 plus could be funded by partners including the Chamber of Commerce, Community Futures, individual property owners and the Town. The range of financial commitment for the Heritage inventory depends on the number of properties included. The current estimate is \$1,500 per property (would cover 33 properties with a total net cost of \$30,000). The remaining \$20,000 is available via a Provincial Grant.

R. Romanetz stated that the application must be initiated by the municipality. He further noted that a Designation Bylaw would have to be passed. He

stated that the property owners must be on side so that they can access funding and a caveat would be registered against the property (the Town can not force property owners to participate in the program). The owner can only retrofit their building in accordance with the program guidelines - once the buildings are designated, there is funding available - up to \$50,000 twice per year (matching dollars) - the dollars would have to be used to ensure that the standards are met. Their matching portion can be used to upgrade heating and electrical to Safety Codes compliant. He further explained that the main appearance of the building has to be maintained so that the historical component is front and center.

R. Romanetz advised that Alberta Culture and Community Spirit manages the Alberta Main Street Program in addition to the Municipal Heritage Partnership Program. He further advised that although the Town of Drumheller was a participant in the Main Street Program in the early 1990's, there is no commitment to sign on to the Main Street Program at this time. He explained that the Main Street Program requires significant contributions from a majority of property owners, while a Heritage Designation policy could serve the Town's interest on a case by case basis. He stated that the key requirements of the Main Street Program is the hiring of a coordinator. He explained that although the Town initially heard that the Chamber was interested in hiring this individual it would only be on a fee for service availability. There are no dollars budgetted for this position in 2010.

R. Romanetz explained that although the Town would make the Municipal Heritage Partnership Program application, the Town could search out other partners, including the building owners themselves to help offset the costs. He stated that Administration has not contacted any business owners to determine interest. He stated that the program representatives saw potential to upgrade the buildings from a heritage point of view, tourism and economic benefits.

**MO2009.222** Bertamini, Guidolin moved that in order to encourage the development of business related to tourism, economic growth and downtown revitalize, Council directs Administration to seek funding partners in the preparation of a Heritage Inventory.

In response to a question from Council, R. Romanetz advised that the Chamber has shown interest in the program but he is not aware of their intentions to contribute any dollars. Councillor K. Bertamini stated that the Town and Chamber need to ask the building owners to be partners. R. Romanetz stated that Administration will communicate the program requirements and obligations with the Chamber and businesses to assess their interest.

Vote on Motion: Carried unanimously.

#### 8.1.3 RFD - Drumheller Public Library Appointment to the Marigold Library System

R. Romanetz advised that the Town has received a request from the Drumheller Public Library Board to appoint Laura Clavette as the Town's representative to the Marigold Library System with the alternate being Peter Glossop. He further advised that Ingrid Thornton who served in this capacity has resigned from the Drumheller Public Library Board.

**MO2009.223** Shoff, Guidolin that Council approve the appointment of Laura Clavette as the Town of Drumheller's representative to the Marigold Library System with Peter Glossop as the Alternate. Carried unanimously.

Mayor and Council extended their appreciation to Ingrid for her service to the Library Board. Councillor K. Bertamini stated that Ingrid was a very dedicated volunteer and requests that the Mayor send her a letter of thanks.

## **8.2. Director of Infrastructure Services**

## **8.3. Director of Corporate Services**

### **8.3.1 RFD - Vacation Policy**

M. Roy advised that Council has reviewed this matter in the past and requested Council's direction. He provided options for Council's consideration.

**MO2009.224** Shoff, Berdahl moved that the Town pay out all staff who are in excess of their annual entitlement plus 5 days totalling \$234,843.00.

Councillor A. Berdahl asked that the Vacation Policy be followed in the future. In response to a question from Council, M. Roy advised that the payout does not affect a large number of individuals in the organization.

Councillor K. Bertamini asked for an amendment that would allow the staff the opportunity to choose their vacation pay or take their vacation. Council disagreed to the amendment as the taking of vacation would carry over into 2010 and it would be at their new rate for that year. Councillor K. Bertamini stated that she would not support the motion because the option of taking the vacation was given to staff.

4 in favour - Nimmo, Shoff, Berdahl, Guidolin  
1 against - Bertamini

Vote on Motion: Carried.

## **8.4. Director of Community Services**

**9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICES OF MOTIONS**

**13.0 COUNCILLOR REPORTS**

**14.0 IN-CAMERA MATTERS**

There being no further business, the Mayor adjourned the meeting at 5:33 PM.

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MAYOR

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CHIEF ADMINISTRATIVE  
OFFICER