

**Town of Drumheller
COUNCIL MEETING
MINUTES**

May 25, 2010 at 12:00 AM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

DEPUTY MAYOR:

Blaine McDonald

COUNCIL:

Andrew Berdahl

Karen Bertamini

Sharel Shoff

Terry Yemen

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Micheal Roy

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

ABSENT:

Mayor Bryce Nimmo

Councillor Don Guidolin

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

- 2.1 Proclamation - June 7 - 13, 2010 as Seniors' Week
Deputy Mayor B. McDonald proclaimed June 7 – 13, 2010 as Seniors Week.
- 2.2 Deputy Mayor B. McDonald presented a letter from Doug Jones, President, Canadian Badlands advising that Mayor Bryce Nimmo has been appointed as a member at large to the Canadian Badlands Ltd. Board of Directors for a term of one year.

3.0 PUBLIC HEARING

3.1 Deputy Mayor B. McDonald - Call to Order 4:36 PM

Deputy Mayor B. McDonald presented the purpose of the Public Hearing is to consider Bylaw 13.10 being an amendment to the Land Use Bylaw 10.08 by adding "Hotel or Motor Hotel" to the list of discretionary uses under Section 30 'DT - Downtown Transitional District'

PRMS was unable to attend the meeting and P. Salvatore read their comments into the record.

Deputy Mayor B. McDonald asked the Secretary if any written submissions were received. There were none received.

There was no one present to speak in favour of or in opposition of the matter.

Public Hearing closed at 4:40 PM.

4.0 ADOPTION OF AGENDA

MO2010.101 Shoff, Yemen moved to adopt the Agenda. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 5.1.1** Regular Council Meeting Minutes of May 10, 2010
Deputy Mayor B. McDonald noted that the minutes of April 26, 2010 were not approved as MO2010.83 was not moved by Councillor T. Yemen. Councillor A. Berdahl noted that he had moved MO2010.83. MO2010.86 was corrected showing Councillor T. Yemen moving the motion.

MO2010.102 Bertamini, Berdahl moved adoption of the regular Council meeting minutes of April 26, 2010 as amended. Carried unanimously.

MO2010.103 Shoff, Yemen moved adoption of the regular Council meeting minutes of May 10, 2010 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 12.10 Tax Rate Bylaw - 3rd reading

R. Romanetz noted that Council had requested to table third reading until the general public were made aware of the increase in the mill rate. He advised that no one had contacted him and he recommended third and final reading be given to the Bylaw #12.10.

MO2010.104 Bertamini, Berdahl moved third reading to Bylaw 12.10. Carried unanimously.

8.1.2 RFD - Tourism Master Plan

R. Romanetz noted that the Town made an application for a grant to the Rural Alberta Development Fund through the Canadian Badlands Ltd. The purpose of the grant was to develop a Tourism Master Plan for the Town. A specialized tourism industry consultant will be retained to research and produce Terms of Reference for the Tourism Master Plan. R. Telford, Economic Development Officer provided some background information on the process for the Tourism Master Plan. He advised that Drumheller is a favourite destination for over 500,000 visitors each year and has been identified as one of four major hubs within Canadian Badlands. A meeting was held in January with the Chamber, Downtown Merchants Association and a Government of Alberta Tourism representative to discuss the criteria needed for the Request for Proposal and Terms of Reference for the Tourism Master Plan. The RFP was sent out and seven proposals were received. In April representatives from the Chamber, Downtown Merchants and Royal Tyrrell Museum met to review each proposal. They narrowed the selection to four companies based on the scoring criteria and then after checking references the selection was narrowed down to two companies; Malone Parson Givens Ltd and InterVISTAS.

Malone Parson Gibson have a lot of experience with the Canadian Badlands and their references were outstanding. This company has done most of the current research and recommendations for the Badlands (Eco Tourism Report, Alberta Tourism Destination Assessment, Dry Island Buffalo Jump Tourism Development Plan and others). They have Alberta contacts and personnel for this project. InterVISTA brings a wealth of tourism and transportation expertise with specific experience in community tourism planning and economic development for communities of a similar size. Members of the team include planning expertise from Delcan, a member of the parent group of companies which owns InterVISTA. InterVISTA have worked in the Provincial Government with Canadian Badlands (Visitor Information

Centre Study), Ski Banff/Lake Louise, Travel Alberta and others). R. Telford noted that the Committee reviewed all the companies that responded and looked for expertise in doing Master Plans, Economic Development, organizational, and on a tourism basis in Drumheller and the Canadian Badlands. Malone Parson Gibson was first and Intavista was second in the scoring process. R. Telford advised that it was the Committee's recommendation to award the tender to Malone Parson Gibson to prepare the Tourism Master Plan.

MO2010.105 Shoff, Berdahl that Council accept the Request for Decision to award the Tourism Master Plan Study to Malone Parson Givens Ltd. for the amount of \$160,469. Plus GST.

Discussion followed on the selection process for Malone Parson Givens. R. Romanetz noted the Steering Committee recommended Malone Parson Givens based on the scoring system. Councillor S. Shoff noted that the difference of costs between the two selected companies is significant. R. Telford advised that the Committee made their recommendation on the scoring system with pricing being a factor. They looked at the company that would do the best job possible. Deputy Mayor B. McDonald asked for clarification on the funding. R. Romanetz advised that the Town's contribution of \$56,250.00 consisted of the iTrans Transportation Study for the Tourism Master Plan and the Badlands Community Facility. Councillor K. Bertamini stated that more information is needed on the Steering Committee's recommendation. Deputy Mayor B. McDonald asked the next steps of the Steering Committee. R. Telford noted that once the Terms of Reference and Request for Proposals were approved, the Committee would be meeting with the Consultants to decide on how to format the current Steering Committee; should it be expanded or sub-committees be formed. The current Committee was comprised of representatives from the Chamber of Commerce, Tyrrell Museum and Downtown Merchants. R. Romanetz noted that it was discussed having a Councillor on the committee and he sees the committee expanding. R. Telford noted that in the Terms of Reference the Council would be approving all appointments to the Committee.

Councillor T. Yemen asked for clarification on the outcomes of the Tourism Master Plan. R. Telford advised that the outcomes include current tourism trends, future trends, implementation plan, organization and development, strategies for the short term and long term, and measurable goals. R. Romanetz added that other topics would include street scape and signage throughout community. R. Telford stated that realistically goals would be set for a timeframe of one to five years.

MO2010.106 Shoff, Berdahl moved to table the vote on MO2010.105 until next Council meeting, June 7th.

4 - In favour - Berdahl, Bertamini, Shoff, McDonald

1- Opposed - Yemen.

Carried.

8.2. Director of Infrastructure Services

8.2.1 RFD - Automated Water Meter Reading System

A. Kendrick noted further to recommendations presented to Council on May 17th. Administration was to move forward with a RFP to supply a complete water metering system for a pilot program. This system would provide a "one stop shopping experience" that would provide us with Water Meters, RF Transmitters, Reading System, including Handheld, Mobile/Drive-by and Fixed Area Network Collectors, Software and a Compatibility Guarantee.

MO2010.106 Bertamini, Shoff Council direct Administration to proceed with a RFP to the Automated Water Meter Service Providers to supply a complete metering system for a pilot project.

Councillor K. Bertamini noted that the current provider has changed current practices. R. Romanetz confirmed that the ongoing program has changed and the \$90,000 has been budgeted for a pilot project. The intention is not to go beyond the \$90,000. A. Kendrick noted that the new system provides more information and will reduce costs for readings.

Motion carried unanimously.

8.3. Director of Corporate Services

8.3.1 RFD - Write Off of Utility Accounts

R. Romanetz advised that this matter was given to the Town Solicitor and his recommendation was to write the accounts off.

MO2010.107 Berdhal, Bertamini that Council authorizes Administration to write off \$58,608.75 in outstanding debts.

4 - in favour - Bertamini, Berdahl, McDonald, Shoff.

1 - opposed - Yemen.

Motion Carried.

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

- 10.1 Bylaw 13.10 Amendment to Land Use Bylaw by adding 'Hotel or Motor Hotel' to the list of discretionary uses under Section 30 'DT - Downtown Transitional District'

MO2010.108 Shoff, Yemen moved second reading to Bylaw #13.10.
Motion carried unanimously.

MO2010.109 Yemen, Berdahl moved third reading to Bylaw #13.10.
Motion carried unanimously.

11.0 AGENDA ITEM REMOVED FROM INCAMERA

RFD - Canalta

R. Romanetz advised that he wished to add this matter to agenda. Council agreed. He advised that Canalta agrees with Option #1 outlined in his letter dated April 23, 2010.

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

MO2010.110 Bertamini, Shoff moved to go in-camera at 5:34 PM.

4 - in favour - Bertamini, McDonald, Shoff, Yemen.

1 - opposed - Berdahl opposed.

Motion carried.

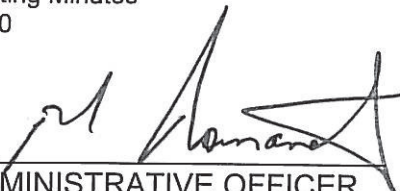
MO2010.111 Shoff, Yemen to revert to regular Council meeting at 6:00 PM. Carried unanimously.

14.1 RFD Canalta

MO2010.112 Yemen, Bertamini that Council accept Canalta's proposal for access to the Badlands Community Facility as amended, to clarify that landscaping as outlined in Clause 2 is to be on one side of the roadway only and authorises Administration to execute the proposal as amended. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:03 PM.

Council Meeting Minutes
May 25, 2010



CHIEF ADMINISTRATIVE OFFICER

DEPUTY MAYOR