

# **Town of Drumheller COUNCIL MEETING MINUTES**

**December 5, 2011 at 4:30 PM**  
**Council Chamber, Town Hall**  
703-2nd Ave. West, Drumheller, Alberta



## **PRESENT:**

### **MAYOR:**

Terry Yemen

### **COUNCIL:**

Andrew Berdahl arrived 4:40 PM

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

### **CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

### **DIRECTOR OF INFRASTRUCTURE SERVICES:**

Allan Kendrick

### **ACTING DIRECTOR OF CORPORATE SERVICES:**

Bill Wulff

### **DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

### **RECORDING SECRETARY:**

Linda Handy

## **1.0 CALL TO ORDER**

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

- 2.1 Mayor T. Yemen presented the Drumheller Titans Senior Football Team with a plaque and congratulated the team for their success in winning the Tier IV Alberta Provincial Championship on November 25, 2011.

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

**MO2011.279** Shoff, Hansen-Zacharuk moved that the agenda be adopted as presented. Carried unanimously.

## **5.0 MINUTES**

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

### **5.1.1 Regular Council Meeting Minutes of November 21, 2011**

**MO2011.280** Zariski, Stanford moved to adopt the regular Council meeting minutes of November 21, 2011 as presented. Carried unanimously.

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

### **5.2.1 Municipal Planning Commission Meeting Minutes of November 3, 2011**

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

## **6.0 DELEGATIONS**

### **6.1 Presentation from Diana Rowe, Economic Development Task Force re: Drumheller Retail Survey 2011**

D. Rowe stated that she along with Councillor Sharel Shoff and former EDO – Ray Telford formed a Sub Committee of the Economic Development Task Force to conduct a shopping survey of the Drumheller area in early 2011. She provided an overview of the Drumheller Retail Survey as follows:

- Survey was mailed to Drumheller households and posted on the Town website with 10% of the households responding;
- The survey consisted of 10 questions;
- #1 out of town purchases include ladies', men's and children clothing;
- Reasons for shopping out of town included:
  - Consumers are attracted to the brand of store, of a shopping district or a chain;
  - Brand experience and engagement are the strongest drivers of loyalty;
  - Price and selection (perception that local prices are too high);
  - Downtown shopping hours are not shopper friendly;
  - Out of Town professional services (95% of respondents go out of town for medical appointments, usually referrals or specialists);
  - Entertainment
- Retail services or stores that Drumheller could use include:
  - Clothing stores, shoe store, a second postal outlet, a bakery, book store, chain restaurants such as KFC, and competitive hardware and lumber, home and bath.
- Opportunities to be considered include:
  - Customer satisfaction, service and selection
  - Marketing plan for downtown "Shop Local Campaign";
  - Create "experience" downtown uniqueness;
  - Appearance improvements such as signs, flowers, etc.

D. Rowe stated that the Economic Development Task Force will share the results with the Chamber, Downtown Merchants, Realtors and Community Futures. They will also share the areas of opportunity with professional services located in Town.

Mayor and Council thanked D. Rowe for her presentation.

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

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

#### **8.1. CAO**

8.1.1 Bylaw 13.11 being a bylaw to dedicate certain lands owned by the Town of Drumheller to Environmental Reserve (Doyle Property - Legal 565LK Block 4 Lot 1)

R. Romanetz explained that Bylaw 13.11 intends to dedicate the former Pat Doyle Property to an Environmental Reserve due to potential continued ground subsidence on the property. He further stated that through an agreement with the Province, the property has been turned over to the Town and it will not be for sale in future years.

**MO2011.281** Shoff, Hansen-Zacharuk for first reading to Bylaw 13.11. Carried unanimously.

**MO2011.282** Garbutt, Stanford for second reading to Bylaw 13.11. Carried unanimously.

Councillor A. Berdahl requested that prior to third reading of Bylaw 13.11, the public be made aware of the proposed change to the land by way of a public notice in the Drumheller Mail for two weeks.

#### **8.1.2 RFD - 2012 Authorization for Expenditures**

R. Romanetz advised that there is an annual requirement under the Municipal Government Act subsection 248(2) for authorizing and verifying expenditures not included in the budget until the 2012 operating and capital budgets are approved.

**MO2011.283** Shoff, Hansen-Zacharuk moved that in accordance with Section 248(2) of the Municipal Government Act authorize the Chief Administrative Officer or his delegate to pay all current accounts, which are properly charged to the Town, until the 2012 Operating and Capital Budgets are approved by Council. Carried unanimously.

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

##### **8.2.1 RFD - New Backhoe Purchase**

A. Kendrick advised that the Town intends to purchase a new backhoe / loader through an approved MSI grant of \$225,000, to replace an existing 1997 John Deere unit with approximately 7900 hrs. On October 21, 2011 tenders closed with four submissions. Based on the evaluation criteria, Administration is recommending the purchase of the Cat 450E which is not the low bid, however is an equivalent machine to the John Deere with a better warranty and \$45,000 lower in price. The other two (2) bids had numerous deviations from the base specifications. The Cat warranty is for the period of 5000 hrs or 60 months and includes all travel to Drumheller.

**MO2011.284** Shoff, Stanford moved that Administration purchase the recommended Cat 450E backhoe at a cost of \$157,673.00 plus GST for a total amount of \$165,556.65. Carried unanimously.

CAO Ray Romanetz and Mayor Terry Yemen left the meeting at 5:20 to attend the Banff Leadership Conference. Deputy Mayor Andrew Berdahl assumed the chair.

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

#### **8.3.1 Financial Indicator Graphs Overview**

B. Wulff provided an overview of the 2010 Financial Indicator Graphs as they relate to Drumheller. He highlighted the following areas:

- Drumheller is compared with 18 other communities with similar populations;
- caution should be used when interpreting results as each municipality has unique characteristics affecting how it compares to the group. For instance, Drumheller's geographical area is very different from other municipalities;
- Drumheller is showing higher than the median residential tax rate;
- Drumheller is slightly lower than the median of the equalized assessment of the comparison group; with Drumheller's equalized assessment being slightly lower than the median, Drumheller has to have a tax rate slightly higher than the median to earn the same tax revenue;
- Drumheller shows more non-residential assessment as a percentage of total assessment than the median of the comparison group;
- Drumheller is using 54% of the debt limit; and Drumheller is using 18% of the debt servicing limit;
- In 2005 the long term debt per capita was \$141 per capita, increasing to \$1,575 per capita in 2010.
- Drumheller is at the lower end of the scale in the group comparisons for equalized assessment per capita resulting from Drumheller's older housing stock compared to other municipalities.

### **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 MO2011.285** Stanford, Shoff to move in camera at 6:20 PM. Carried unanimously.

### **14.1 Legal Matter**

**MO2011.286** Hansen-Zacharuk, Shoff to return to regular meeting at 6:28 PM. Carried unanimously.

There being no further business, the Deputy Mayor declared the meeting adjourned at 6:28 PM.

---

Mayor / Deputy Mayor

---

Chief Administrative Officer