

# **Town of Drumheller COUNCIL MEETING MINUTES**

**June 20, 2011 at 4:30 PM**

**Council Chamber, Town Hall**

703-2nd Ave. West, Drumheller, Alberta



## **PRESENT:**

**MAYOR:**

Terry Yemen

**COUNCIL:**

Andrew Berdahl arrived at 5:18 PM

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Allan Kendrick

**DIRECTOR OF CORPORATE SERVICES:**

Michael Roy

**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 a letter from Town of Three Hills advising that a meeting will be arranged with the Town of Drumheller, Town of Three Hills and Kneehill Regional Water Services Commission to discuss the feasibility of an expanded regional water system.
- 2.2 Mayor T. Yemen presented a letter from the Solicitor General's Office advising that the Town will receive a payment of \$263,456 for the 2011-12 Municipal Policing Assistance Grant.
- 2.3 Summer Calendar 2011  
**MO2011.209** Shoff, Zariski moved to cancel the Regular Council Meetings of July 4, 2011, August 2, 2011 and August 29, 2011 and the Council Committee Meetings of July 11, 2011 and August 8, 2011.

Carried unanimously.

### **3.0 PUBLIC HEARING**

### **4.0 ADOPTION OF AGENDA**

**MO2011.210** Shoff, Stanford 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 June 6, 2011

**MO2011.211** Shoff, Hansen-Zacharuk moved that the regular Council Meeting Minutes of June 6, 2011 be adopted as presented. Carried unanimously.

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

5.2.1 Municipal Planning Commission Minutes - May 26, 2011

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

### **6.0 DELEGATIONS**

#### **6.1 Fund Raising Committee**

Jeff Hall advised that the fundraising campaign as prepared by Nine Lions Consultants is progressing on schedule. He stated that the Cabinet is in the "quiet phase" of the campaign meeting with potential larger donors. Their efforts will soon focus on Calgary prospective groups. He noted that 70% of the "family" (those individuals closest to the campaign) have either donated or pledged an amount towards the facility. Once the family commitments have reached 100% the Cabinet will move forward with a public announcement - more mails outs and public information to go out at this time. The launching of the public campaign will coincide with the grand opening. He stated that there will be a recognition wall inside the facility however the logistic of where it will be located has not been finalized. Council thanked J. Hall for his efforts and commitment to the Cabinet and requested updates on a quarterly basis.

#### **6.2 Drumheller Valley Buying Group –**

Leanna Mohan and Ray Telford provided an update on the DMO (Destination Marketing Organization) as follows:

L. Mohan provided the names of the research group: Linda Digby, Atlas Coal Mine, Kathy Little, Chamber of Commerce & World's Largest

Dinosaur (WLD), Scott Westman, Dinosaur Trail Golf & Country Club, Heather Little, Rosebud, Dan Sullivan, Canalta, Ray Telford, Town of Drumheller, Leanna Mohan, Royal Tyrrell Museum

L. Mohan stated that based on information gathered from their meetings with other communities and the needs of Drumheller's group, the DMO should accomplish the following tasks:

- Destination awareness marketing.
- Assemble ad buys
- Attend travel Trade shows
- Develop marketing pieces, and distribute to VIC's
- Act as a tourism / marketing resource for local businesses
- Market research
- Community relations
- Manage the traveldrumheller.com website
- Travel Alberta contact, and TDR applications
- In the future, look at a central booking system, and marketing to tour operators and international visitors.

She stated that for now, the main purpose is to increase visitation to Drumheller, and remain a sustainable organization. She further stated that it is recommended that the DMO be operated from the World's Largest Dinosaur and that a board be set up with representation from tourist attractions, one from campgrounds, one from downtown businesses, the Town and Chamber. It is proposed that funding for the DMO be provided from the DMF (Destination Marketing Fund), marketing projects, a reallocation of existing funds from the Town and the Chamber, and by charging for services provided. This would allow businesses to be involved as much or as little as they wish.

L. Mohan provided a list of the next steps:

- Put an ad out for a Destination Marketing Manager in August, for an October hire with funds coming from the Town and Chamber.
- Have a public meeting in September. Invite all the stakeholders in the community to share what we've learned, take their input, and come up with final recommendations.
- Biggest thing is to get everyone on board and make tourism a #1 priority.

Council thanked Leanna and Ray for their presentation.

### 6.3 Policing Committee and Staff Sgt. Art Hopkins presenting the Annual Policing Plan

Fred Makowecki (Chair), Colin Kloot (public at large) and Jeff Collins (Village of Delia) were in attendance representing the Policing Committee. F. Makowecki advised that the Policing Committee will be celebrating their 3<sup>rd</sup> anniversary of formation. Their membership is comprised of both rural and urban representation, with one

representative each from the Villages of Carbon, Delia and Munson. He stated that its composition reflects the area of coverage for the RCMP detachment and the committee composition is unique in the Province. He explained that the Committee receives direct input from the public on policing priorities. In 2010, the Committee held a public consultation in the development of the RCMP plan. The Committee was successful in putting forward a resolution on distracted driving which was passed at the conference. They are currently working on the recovery of 911 fees on cell phone bills and that motion was accepted this past year. F. Makowecki stated that he was nominated to the Alberta Association of Police Governance.

Staff Sgt. Art Hopkins stated that he appreciates the work of the Policing Committee and their input into policing priorities.

Councillor A. Berdahl arrived at 5:18 PM.

Staff Sgt. Hopkins stated that he takes the concerns from the Policing Committee and assigns the appropriate resources. This past year policing priorities were identified as follows: 1) frauds; 2) thefts - car thefts and thefts of items within cars have increased, 3) distracted driving; and 4) Penitentiary Program – before assigning a member to the Penitentiary there was a wide variety of crimes occurring in the Penitentiary with very few files recognized in the judicial system. Since the Penitentiary/ RCMP partnership was formed in 2007, the number of files with charges has been increasing each year. In 2010/11, there were 308 investigations at the Penitentiary with 99 resulting in charges being laid and 157 charges cleared (a clearance rate of 86% in the last year). He stated that the Town is lobbying the Province / AUMA for this position to be funded provincially or federally rather than municipally. The position serves a valuable purpose as the efforts to date show a significant decrease in the violence and reduction in drugs at the Institution. He further stated that for the first time in history, a recent urine sample testing recorded a zero percent of illicit drugs in the inmates' urine.

Councillor Jay Garbutt stated that although the Penitentiary Program has proven to be beneficial, he did not feel that the residents of Drumheller should be paying for a member at the Institution and concurred that lobby efforts should continue in this regard.

Staff Sgt. Hopkins stated that Drumheller has been selected to be associated with the Duke of Edinburgh's Awards which is a self directed development program for young Canadian age 14 to 25. He stated that this is a worldwide recognized program and more information will be brought forward.

Staff Sgt. Hopkins concluded by stating that overall crime in Drumheller from 2007 to current has gone up by 4% which equates to 200 files in four years. He stated that the detachment is seeing an increase in the demands for public relations which are not reflected in the stats. He further noted that the detachment is regularly not up to strength (part of the norm in other communities as well).

Council thanked Staff Sgt. Hopkins and Fred Makowecki for their presentation. They requested quarterly reports from the Staff Sgt.

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

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

#### **8.1. CAO**

##### **8.1.1 Updated PTMA Fire QMP**

R. Romanetz advised that the Petroleum Tank Management Association's (PTMA) general objective is to provide programs and initiatives to enhance the good management of petroleum storage tank systems in Alberta. He stated that the PTMAA's mandate is set in accordance with various legislative instruments and an agreement with the Minister of Alberta Municipal Affairs sets the responsibility they take on at the provincial level for the removal, installation and operation of petroleum storage tank systems. Currently, the Town of Drumheller's petroleum storage tank systems are administered under the Town's Quality Management Plan through Part IV of the Fire Code. If Council agrees to the removal of this clause, the Fire Chief will no longer have direct responsibilities for underground tanks however; he would continue to work closely with PTMAA regarding any enforcement. PTMAA will not charge the municipality for services provided. In discussions with the Fire Chief, he concurred that PTMAA brings substantial expertise and recommends that it would be in the Town's best interests to move in this direction.

**MO2011.212** Garbutt, Zariski moved that Council approve an amendment to the QMP to relinquish enforcement of Part IV of the Fire Code dealing with tank storage of flammables or combustibles to the Petroleum Tank Management Association of Alberta (PTMAA).

##### **Discussion on Motion:**

In response to a question from Council, R. Romanetz advised that under the mandate of the PTMAA, they work closely with municipalities to remediate brownfield sites. He further stated that the Town's inventory was recently updated which is advantageous for them to have more control of the remediation of the sites on a timely basis. He further advised that he serves on AUMA's Brownfield Redevelopment Working Group and is in the process of developing a proposal for the Province's consideration on the redevelopment of these sites across the Province.

Vote on Motion: Carried unanimously.

##### **8.1.2 Bylaw # 12-11 - Being a Bylaw to amend Land Use Bylaw No. 10-08 regarding Signs**

R. Romanetz presented Bylaw 12-11 which proposes to amend the Land Use Bylaw 10.08 by introducing new sign and tourist dwelling definitions. He noted that Palliser working with Administration has prepared the changes to make the system more flexible. As an example, he explained that if an applicant wanted to bring in a portable sign they would have to pay an annual permit fee which would allow them to move the sign from one site to another with the approval of the development officer. He recommended that Council proceed to first reading to allow for the public hearing to be

held. In response to a question from Council on signage within the highway right of way, Alberta Transportation has delegated this authority to the Town however if required, they will get involved on any contentious matters. Any private property signage needs to be approved by the Municipal Planning Committee to ensure it meets the requirements of the Land Use Bylaw. He concurred that "tractor trailer" signage is problematic but the Province has not taken a stand on this matter. He stated that this matter will be directed to Palliser for their comments.

**MO2011.213** Shoff, Berdahl for first reading to Bylaw 12.11. Carried unanimously.

#### 8.1.3 RFD - Appointment to Drumheller Public Library Board

**MO2011.214** Hansen-Zacharuk, Garbutt moved that Council approve the appointment of Judy Campbell to the Drumheller Public Library Board for a three year term. Carried unanimously.

#### 8.1.4 Bylaw # 11-11 being the Municipal Emergency Management Bylaw - First Reading Report from Chairman of the Emergency Management Committee - Councillor Doug Stanford

R. Romanetz introduced Bylaw 11.11 which incorporates new wording in accordance with the Provincial Act, which proposes to change the wording disaster services to emergency management. He further noted that there is one significant change to Clause 10 which deals with declaring a local state of emergency. He explained that the former bylaw allowed for the Mayor, or in his absence, the Deputy Mayor, or a Council member in propriety according to the Deputy Mayor roster to declare a state of local emergency under the Act. The new bylaw proposes that Council, may by resolution, make a declaration of a state of local emergency. Because of the concerns with the practicality of the legislation, it is up to the municipality if they wished to use the new clause or stay with the mechanisms currently in place. He noted that in discussions with the Mayor, he feels that every effort will be made to get Council together to pass a motion, which may be done via telephone conferencing. He further noted that a legal opinion recommends that municipalities use the new Clause 10 as it is consistent with the wording written in the current legislation.

**MO2011.215** Shoff, Stanford for first reading of Bylaw 11.11. Carried unanimously.

**MO2011.216** Stanford, Zariski for second reading of Bylaw 11.11. Carried unanimously.

**MO2011.217** Berdahl, Hansen-Zacharuk moved no objection to third reading of Bylaw 11.11. Carried unanimously.

**MO2011.218** Garbutt, Hansen-Zacharuk for third reading of Bylaw 11.11. Carried unanimously.

Councilor D. Stanford stated that a table top exercise was held with the Disaster Services Committee, Bruce McKenzie - Emergency Management Field Officer for Central Alberta and other emergency and health responders. In their discussions, B. McKenzie had advised that table top exercises are worthwhile and should be held every four years. He recommended that the Town consider hosting a mock disaster at their

own discretion or piggyback on other agencies / companies in the near future. The Town's involvement is crucial in ensuring that the proper steps are carried out. Council directed Administration to either take the lead or piggyback with another group in a mock disaster within a year.

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

### **8.2.1 RFD - Award Tender for Architect to Relocate Town Hall**

M. Roy advised that a Request for Proposal for the Town Hall relocation closed on May 5, 2011 with 13 proposals received. He explained that the objective of the proposal call was to select the most qualified consultant to conduct a needs analysis and provide design services for construction conforming to the Town's standards for a Town Hall located at the current civic centre. Administration reviewed the proposals and Group2 was determined to be in the best interests of the Town.

**MO2011.219** Shoff, Zariski moved that Council accept the proposal from Group2 Architects for the needs analysis and design services to relocate the Town Hall to the new location at the Civic Centre in the amount of \$28,600.00 plus GST.

Discussion on Motion:

Councillor J. Garbutt questioned whether the Town Hall relocation should remain a priority project for 2012 and requested that the matter be discussed in more detail at a Committee Meeting.

Vote on Motion: Carried unanimously.

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

## **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**

**MO2011.220** Garbutt, Stanford moved to go in camera at 7:05 PM. Carried unanimously.

### **14.1 Land Matters**

Offer to Purchase – Gallagher

Offer to Purchase - Morgan

**MO2011.221** Shoff, Zariski moved to revert to regular Council meeting at 7:50 PM.  
Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 7:50 PM.

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Mayor

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Chief Administrative Officer