

Town of Drumheller COUNCIL MEETING MINUTES

March 28, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

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 Hon. Hector Goudreau, Minister of Municipal Affairs regarding the Town of Drumheller's allocation under the Municipal Sustainability Initiative (MSI). In his letter, Hon. Goudreau advised that based on the 2011 formula, the Town of Drumheller will see a decrease of \$232,631 under the Sustainable Investment component. Mayor Yemen stated that Drumheller has not experienced such a drastic reduction in our allocation and it was not anticipated. He further stated that the Province needs to introduce a transition plan so the effect of the Provincial target for eligibility under the Sustainable Investment component is more manageable. Mayor Yemen will send a letter to the Minister expressing the Town's concerns.

Mayor Yemen announced that Canada Post is requesting nominations of an individual or educator who has excelled in the area of literacy awareness. He asked Council to consider an individual that should be nominated.

Mayor Yemen advised that he attended the Economic Development Course for Elected Officials on March 25th and the course material is available to any Councillor who may be interested in reviewing it.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2011.57 Shoff, 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 March 14, 2011

MO2011.58 Hansen-Zacharuk, Zariski moved to adopt the regular Council Meeting minutes of March 14, 2011. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Elected Officials Remuneration Task Force Report
Chair Bob Hannah thanked Council and Administration for their cooperation and information for the preparation of their report.

Questions and Comments from Council:

Councillor A. Berdahl asked for clarification on the recommendation for an increase to the Mayor's salary based on a comparison of other communities. Irv Gerling stated that the Task Force reviewed the list of comparable communities to Drumheller and noted that there was very little disparity between the communities when it came to the Councillors' salary range however the Mayor's salary was well below those of the other communities. Therefore the Task Force is recommending an increase of 25% or better to bring the Mayor up to the middle of the comparables. He further explained this would bring the Mayor's base salary of under \$25,000 in 2010 to \$35,000. He further stated that this

increase would put the Mayor in line with the rest of the Province for a community the size of Drumheller.

Councillor J. Garbutt asked for a list of the comparables. I. Gerling stated that the communities reviewed included: Beaumont, Edson, High River, Hinton, Lacombe, Olds, Ponoka, Rocky Mountain House, Sylvan Lake, Stettler and Taber.

Councillor A. Berdahl stated that the Task Force made a recommendation in regards to the elected officials' pension plan and asked Irv to summarize the Task Force's intentions with this recommendation. I. Gerling stated that the pension plan was introduced to the elected officials in 2011 and noted that if included as part of Council's benefit package, there would be a cost to the Town of 3% (contributions by the employer). He explained that the Task Force agreed on an increase for Councillors based on the difference between the cost of living adjustment previously applied and negotiated union increases for 2009 and 2010 which equals 7.5%. He further explained that the Task Force felt that the 2011 3% increase should not be given if the elected officials opted for the 3% employer contribution pension plan. He stated that the Task Force recommends a 3% increase be applied to Council's amended salary effective January 1, 2012 and that a COLA adjustment be applied effective January 1, 2013.

Councillor A. Berdahl asked the Task Force their opinion if a Councillor wished to opt out of the pension plan. I. Gerling stated that the Councillor would not see a recovery for that decision.

Councillor A. Berdahl asked if the Task Force felt these recommendations were reasonable given the market. I. Gerling stated that their report reflects market value.

Mayor and Council thanked the Task Force for their report.

6.2 Elim Pentecostal Church

Rev. Daniel Dannhauer and Rev. Blaine McDonald provided an overview of their intentions to either purchase the former St. Anthony's school or the former Central School in order to meet the growth demands of their church and also meet the needs of the community. Rev. Dannhauer stated that although they have written a letter of intent to secure the St. Anthony's building, they have not made an official offer. He stated that Central School has now become available and that school as well would meet their needs. He stated that Central School is their Plan B (which would serve their charitable purposes to be fulfilled and is more affordable). He stated that because of the size of both buildings, it makes sense for them to share the building with other organizations in the valley. He stated that they have many potential leases, some of these include: Licensed Day Care, Counselling Centre, Post Secondary educational (Hope College), Max Campus, faith based rehabilitation center, meeting rooms, gymnastics club, and others. He stated that their intentions are to have dedicated space set aside for

community user groups. He stated that regardless of which former school they purchase, Elim still needs Council's support for possible zoning and partnerships with the Town and community.

Rev. McDonald stated that they are moving forward with their business plan which includes: space utilization, budget and financing. He further explained that the congregation makes the final decision, followed by approval from their levels of authority. He stated that their business plan has been altered in view of the Central School option.

Questions and Comments from Council:

Mayor Yemen asked when St. Anthony's school will be available. Rev. Dannhauer stated that the School Board has advised that the students will be in the new school in September, 2011.

Councillor J. Garbutt stated that he is pleased to see that no matter which option is chosen, the building will be well utilized with options for community groups to lease space. He asked how many community groups could be housed. Rev. Dannhauer stated that the church needs will be 60% (includes the daycare and Max Campus) and they could lease 40% of the building.

Councillor T. Zariski stated that Golden Hills School Division has put up Central School for sale by tender so there is a possibility that the school could be sold to another party. Rev. Dannhauer stated that he has been in contact with the Minister of Infrastructure and they do not have the right to sell it without going through the tender process. He stated that he expects the tender package to be released shortly. He stated that Golden Hills School Division is aware of their intentions. Councillor T. Zariski stated that Alberta Infrastructure has the option to demolish the building as well. Rev. Dannhauer stated that the School Board's motion was to sell the building.

Councillor S. Shoff stated that there are a number of community groups via a "Super Board" under Community Futures that want to utilize the space. Rev. Dannhauer stated that the Church Board could not work under that form of system but they do want to lease space to community groups through a lease agreement.

Councillor L. Hansen-Zacharuk asked if Hope College still intends to lease space. Rev. Dannhauer stated that although there is a signed Memorandum of Agreement in place, they are still in negotiations with Hope College.

Councillor A. Berdahl asked if there was any indication from the Minister as to when the bid process will start. Rev. McDonald stated that the Ministry has to sign off that no other provincial department wants the building, following which the bid package will be sent out.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 RFD - Badlands Community Facility Conference Room Rates

R. Romanetz advised that the Badlands Community Facility Steering Committee and Council have discussed the need to book future events such as banquets and other special events once the facility opens in the fall of 2012. Council reviewed the proposed rates at their meeting of March 21st meeting and at that time recommended some changes.

Ray Telford provided an overview of the changes incorporated which include rates for local and not for profit rates and field house rates for tradeshow or other type of events. He noted that the Town will require a deposit of 30% of the meeting room rate and that the cancellation rate will be \$300 (could be varied dependent on the date the room is cancelled).

MO2011.159 Shoff, Stanford that Council approve the rental rates for the conference, meeting and major events in the Badlands Community Facility as presented.

Discussion on Motion:

Councillor A. Berdahl asked if Room 131 is the multi purpose room (similar to the current room at the Civic Centre). R. Telford confirmed yes and stated that the room rate is based on the rates at the Civic Centre. He explained that as these rates are low it was considered that the rates remain reasonable (only a \$12.50 increase).

Councillor A. Berdahl noted that the local rate is 15% off the rates - the private rate for meeting room #131 is recorded as \$175 which is not 85% of the rate. He noted that it should be in the range of \$149. R. Telford noted the error.

Councillor T. Zariski stated that if the facility is utilized for school functions during the day would there be a consideration for reduction of rates if the school needs the space for a longer period (example three months) - could there be a discount based on the volume of rental. P. Salvatore stated that the day to day operational rates have not been set and the Town needs to meet with the schools for discussion of joint use agreements.

Shoff, Stanford agreed to a friendly amendment to include the local rate for meeting room #131 as \$149.00 for the daily rate (\$25.00 for the hourly rate).

MO2011.159 Shoff, Stanford that Council approve the rental rates for the conference, meeting and major events in the Badlands Community Facility as amended.

Carried unanimously.

8.1.2 RFD - Appointments to the Badlands Community Facility Steering

Committee

R. Romanetz advised that Council at their meeting of January 4th, 2011, requested the Town of Drumheller to advertise for two members to the BCF Steering Committee. Four applications were received from Sandy Brown, Don Guidolin, Corinne Gerling, and Gary McRae. Administration is recommending that two members be appointed by secret ballot.

MO2011.160 Garbutt, Zariski to approve the appointments of Don Guidolin and Corinne Gerling to the Badlands Community Facility Steering Committee subject to clarification on the role and term by Council. Carried unanimously.

8.1.3 RFD - Adoption of Tourism Master Plan

R. Romanetz asked R. Telford to provide an overview of the recommendations and an implementation plan to move forward with the Tourism Master Plan.

R. Telford stated that the first strategic priority is to strengthen the leadership role of the tourism industry: which involves three steps: 1) A Destination Management / Marketing Organization (DMO) with a committed and stable funding model is fully operational by 2012; 2) The Town Centre District Business Revitalization Zone is in place by 2012; and 3) Content and communication of an education strategy to increase awareness of the value of tourism has been developed and implemented by 2011.

He stated that Administration is recommending that Council authorize the existing Drumheller Valley Buying Group to facilitate the first steps in the implementation of the Tourism Master Plan.

The recommendations for a DMO organization and governance model for the Town of Drumheller are as follows:

- 1) Create a standalone, partner driven not for profit DMO that operates at arm's length from the Chamber and Town. The proposed structure should support or improve the positive organizational elements that currently exist within the eight member marketing co-op.
- 2) The DMO be incorporated as a not for profit organization that is board governed with a board of Directors which reflects all tourism interests in the region.
- 3) The eight member marketing co-op serves as the transition team responsible for the development and implementation of the work program to start up the new DMO. The Marketing Co-op (Drumheller Valley Buying Group) consists of: Town, Chamber, RTM, Reptile World, CanAlta, Golf Club, Rosebud Theatre and Atlas Coal Mine. This group would serve as a facilitator to map out the steps necessary to create a formal DMO which would look after management and marketing of tourism.

R. Telford stated that the Drumheller Valley Buying Group will review the

best options of funding as listed in the Tourism Master Plan and provide a report to Council. He recommended that the Buying Group provide quarterly reports to Council.

MO2011.161 Berdahl, Hansen-Zacharuk moved that Council adopt the Tourism Master Plan as presented and authorize the existing Drumheller Valley Buying Group to facilitate the first steps in the implementation of the Tourism Master Plan and report to Council on progress quarterly.

Discussion on Motion:

Councillor A. Berdahl stated that he is not convinced that the Town has the right fit with the business development zone (BRZ). R. Telford stated that the Buying Group should do the research – it has to be long term sustainable funding. A BRZ is one of the options for funding. Councillor S. Shoff stated that the Town had a Tourism Committee that failed because of lack of funding. R. Telford stated that the DMO has to be secure prior to a BRZ being in place. He stated that the DMO will hire a full time manager to coordinate activities and manage the budget.

Vote on Motion:

Carried unanimously.

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

8.3.1 Bylaw 04.11 - Supplementary Tax Bylaw

M. Roy presented Bylaw 04.11 being a bylaw to authorize the supplementary assessment for improvements. He advised that the bylaw is an annual requirement under Section 313 of the Municipal Government Act with a deadline of May 1st.

MO2011.162 Berdahl, Shoff moved first reading to Bylaw 04.11. Carried unanimously.

MO2011.163 Shoff, Stanford moved second reading to Bylaw 04.11. Carried unanimously.

MO2011.164 Garbutt, Berdahl moved no objection to third reading of Bylaw 04.11.

6 – in favor - Garbutt, Shoff, Yemen, Hansen-Zacharuk, Zariski, Stanford

1 – against – Berdahl

Defeated.

8.3.2 Bylaw 05.11 - Business Tax Assessment Bylaw

M. Roy presented Bylaw 05.11 which is an annual bylaw which sets the business tax rate for 2011 based on 2010 assessments. He stated that

the deadline for adoption by Council is May 1st. He further explained that the Business Tax Rate Bylaw will be presented to Council at a later date.

MO2011.165 Zariski, Berdahl moved first reading to Bylaw 05.11.

Discussion on Motion:

Councillor S. Shoff stated that she disagrees that businesses have to pay for a business license and a business tax based on 3% of annual assessment on their premises while a home base business does not pay a business tax. R. Romanetz explained that the Town modified the bylaw a number of years ago with an adjusted formula that separated the business license from the business tax and kept the combined cost at an equivalent level. Councillor S. Shoff stated that home based businesses do not pay a tax only a license. M. Roy stated that the home base business pays an annual business license and development application fee for a home business which for the vast majority is similar dollars. R. Romanetz advised that the other option would be to eliminate the business tax and increase the commercial millrate.

Vote on Motion:

In favour – Stanford, Zariski, Hansen-Zacharuk, Yemen, Berdahl, Garbutt
Opposed - Shoff
Carried.

MO2011.166 Berdahl, Garbutt moved second reading to Bylaw 05.11.

In favour – Stanford, Zariski, Hansen-Zacharuk, Yemen, Berdahl, Garbutt
Opposed - Shoff
Carried.

MO2011.167 Berdahl, Zariski moved no objection to third reading of Bylaw 05.11.

5 - In favour – Stanford, Zariski, Yemen, Berdahl, Garbutt
2 – Against – Shoff, Hansen-Zacharuk
Defeated.

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

- 13.1 Councillor Lisa Hansen-Zacharuk provided a report on the Drumheller Public Library's activities (from Linde Turner) as follows:
- 1) Circulation and usage of the library shows that the library is well used.
 - 2) Collection – a wide variety of books and materials that can be borrowed.
 - 3) Programs – there have been 16 free videoconference sessions, story time session, travel nights and book sales.
 - 4) Technology – the library has collaborated with AFSC for temporary use of its Supernet connection, until the new office is opened. Several computer parts have required immediate upgrading, due to age and unexpected power surges. This has been covered by the Drumheller Library Society's Casino Account.
 - 5) Finances – the library has significant challenges for basic operations, and 12 applications for funding assistance have gone out so far this year. The Board has decided that the Summer Reading Program will only run if there is enough funding in place ahead of the start. In addition to a bare bones administration cost, the Board is also working optimizing the staff hours to open hours, in efforts to hold the line. However, it is two years since the Library staff has had a wage increase.

Questions and Comments from Council:

Councillor J. Garbutt expressed concerns over the library's financial position and asked if there were steps in place to address the shortfall. Councillor L. Hansen-Zacharuk stated that the Board is in the process of preparing the budget and will be presented to Council shortly. Councillor A. Berdahl asked that their plans for the new facility be shared at that time as well.

- 13.2 Councillor Sharel Shoff a report on Community Futures as follows:
- 1) The Community Futures board is comprised of four directors and six appointees. Each director is elected from regional constituents at large; each appointee is an elected official from representative communities.
 - 2) The governance board meets every third Wednesday of every month.
 - 3) The investment review committee is the only standing committee and reviews business proposals independently. Members of the IRC are separately selected from the community.
 - 4) There are currently 3.5 staff positions.
 - 5) The organization is responsible to Western Economic Diversification to execute the associated signed services agreement.
 - 6) Community Futures interacts and receives information through the regional Economic Development Task Force.
 - 7) Our service area is Munson, Morrin, Delia, Starland County and the Town of Drumheller.
 - 8) Community Future has been instrumental in helping to develop Max Campus, Hope Health Initiative, Badlands Animation, and is the naming sponsor for Dinosaur Valley Half Marathon.

- 9) Community Futures is in the business of lending money to entrepreneurs, helping with their business plan and helping to get a business started.

14.0 IN-CAMERA MATTERS

There being no further business, the Mayor declared the meeting adjourned at 6:07 PM.

Mayor

Chief Administrative Officer