

# **Town of Drumheller COUNCIL MEETING MINUTES**

**January 30, 2012 at 4:30 PM**  
**Council Chamber, Town Hall**  
703-2nd Ave. West, Drumheller, Alberta



## **PRESENT:**

**ACTING MAYOR:**

Sharel Shoff

**COUNCIL:**

Andrew Berdahl

Jay Garbutt

Lisa Hansen-Zacharuk

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

**ABSENT:** Mayor Terry Yemen

## **1.0 CALL TO ORDER**

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

Acting Mayor S. Shoff advised that the Chamber of Commerce will host a luncheon at the Dinosaur Golf and Country Club on Feb. 7<sup>th</sup> at 11:30 AM. She encouraged individuals to attend to hear the St. Albert Brand Story and how economic development and the business community can come together for the betterment of the community. She further advised that she attended the Parent Link meeting and noted the importance of such an organization for the development of children. As well, Acting Mayor S. Shoff attended the Cadets Mess Hall Dinner on January 28<sup>th</sup> and extended kudos to this group for an excellent event.

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

**MO2012.09** Garbutt, 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 January 16, 2012

**MO2012.10** Zariski, Garbutt moved that the minutes of the Regular Council Meeting be adopted 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 01.12 being the Safety Codes Bylaw - third reading

R. Romanetz advised that Bylaw 01.12 received first and second readings at Council's meeting held on January 16<sup>th</sup>, 2012. At that time, Council delayed third reading in order to give the public an opportunity for comment. R. Romanetz advised that no comments have come forward from the public and he recommended that Council proceed to third reading. Acting Mayor S. Shoff advised that she attended the Palliser Regional Municipal Services Annual Meeting on January 25<sup>th</sup> and the board approved the hiring of Superior Safety Codes as well as passing the necessary bylaw.

**MO2012.11** Berdahl, Garbutt moved third reading to Bylaw 01.12. Carried unanimously.

8.1.2 RFD - 2012 Strategic Business Plan

R. Romanetz advised that the Town's 2012 Strategic Business Plan was developed at the Council Retreat held on December 12<sup>th</sup> and 13<sup>th</sup>, 2011. The intent of the plan is to identify priorities, how they will be accomplished and within what framework of accountability. He provided an overview of the priorities and actions to date as follows:

1) Badlands Community Facility Funding Strategy meeting held with the Fundraising Cabinet on January 17<sup>th</sup> to review options.

2) Penitentiary Utility Rates Contract has been discussed with the Penitentiary representatives and it is anticipated that a report will be presented to Council within the next few weeks.

3) Town Hall Relocation Public Meeting to be held on February 8<sup>th</sup>.

4) Badlands Community Facility Phase 2 Design / Committee Structure draft Terms of Reference have been prepared and will be presented to Council within the next few weeks.

5) 2013 Celebration Committee membership have been advertised in the Drumheller Mail and recommended appointments to the Committee will be presented to Council shortly. Preliminary work has been done on legacy grant availability and Administration is working with the Skateboard Park Committee on a possible grant submission.

R. Romanetz advised that quarterly updates will be provided on the corporate priorities and other work priorities.

**MO2012.12** Hansen-Zacharuk, Berdahl moved that Council approve the 2012 Strategic Business Plan as presented.

Questions from Council:

Councillor A. Berdahl asked if there has been any progress on the regional water initiatives. R. Romanetz advised that a joint meeting with other municipalities and consultants has been arranged for February 1<sup>st</sup>. A report will be provided to Council at the Committee meeting of February 6<sup>th</sup>. Councillor Berdahl requested an update on the CN rail line. R. Romanetz advised that a conference call was held on January 9<sup>th</sup> with all parties and CN advised at that time that their position has changed somewhat and agreed to send a letter outlining their new position. A further conference call has been arranged for February 8<sup>th</sup>. Councillor Berdahl referred to the Organizational Work Program and requested that Council set dates to attend community meetings. P. Salvatore will prepare the list for Council's review via Email.

Vote on Motion: Carried unanimously.

8.1.3 RFD - Shareholder Representatives of the Canadian Badlands Ltd.

R. Romanetz advised that a form letter was received from the Canadian Badlands Ltd. requesting Council to appoint three shareholder representatives. It is recommended that as of April 1<sup>st</sup>, 2012, the three shareholder representatives of the Canadian Badlands Ltd. be Mayor Terry Yemen, Councillor Sharel Shoff and EDO – Bob Crowell.

**MO2012.13** Zariski, Stanford moved that Council approve the appointments of Mayor Terry Yemen, Councillor Sharel Shoff and EDO – Bob Crowell for Drumheller as shareholder representatives to the Canadian Badlands Ltd. Carried unanimously.

Councillor A. Berdahl requested one of the Drumheller shareholders provide a report to Council on the Canadian Badlands Ltd. activities in the near future.

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

8.2.1 RFD - Badlands Community Facility Building Janitorial Maintenance

A. Kendrick advised that the Town sent out tender documents on December 14, 2011 for the janitorial service at the BCF for a two year term. Five tenders were received with one being rejected because it was faxed in. Administration is recommending accepting

the lowest tendered price of \$94,349.62 (less 5% GST), the final cost for 2012 and 2013 would be \$89,856.81 which is within the proposed budget allocation of \$90,000.

**MO2012.14** Berdahl, Stanford moved that Council award the Badlands Community Facility Janitorial Maintenance contract to Best Service Pro's in the amount of \$94,349.62 (including GST) for a two year term.

Discussion on Motion:

Councillor T. Zariski asked if Best Service Pro's (out of Calgary) would be hiring local individuals. A. Kendrick stated that he was not familiar with Best Service Pro's hiring practices however they are currently working at the Royal Tyrrell and were given good reference checks. Councillor L. Hansen-Zacharuk asked what the costs for doing this work would be in-house. A. Kendrick stated that the Town would have to hire two employees plus the cost of cleaning products which would be over and above the costs of the contract.

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**

### **9.1 CAO Quarterly Report from October 1st to December 31st, 2011 CAO Annual 2011 Report**

Additional Comments as follows:

Municipal Sustainability Implementation Plan – if Council so wished, groups could present their action plans to Council.

Green Team – Administration is reviewing a federal government grant program that would allow the Town to bring in a specialized contractor to review the Town facilities. This individual would recommend energy efficient initiatives that would be in the best interest of the Town.

Regional Water Projects – Administration will present a report from the province on intra-basin transfers at the Council Committee meeting of February 6<sup>th</sup>.

### **9.2 Acting Director of Corporate Services' Quarterly Report from October 1st to December 31st, 2011**

The following recommendations were put forward by Council:

Councillor Andrew Berdahl requested an updated Town of Drumheller Organizational Chart that would include the BCF personnel.

Councillor Andrew Berdahl requested a revised timetable for the water and sewer rate review.

Councillor Jay Garbutt requested that the Town be more proactive with public communications so that the community is informed on issues such as any changes to Town operations that would cause delays and impact billing systems, etc.

### **9.3 Director of Infrastructure Services' Quarterly Report from October 1st to**

December 31st, 2011

Director of Infrastructure Services' 2011 Annual Report

Council asked for further information on the following items:

Waste Optimization Study – Al Kendrick explained that this study involves the handling of waste by-products through the receiving waste stream operations and the need to review the logistics of combining the Water Treatment Plant and Wastewater Treatment Plant for this operation. Associated Engineering is preparing a report on a preliminary design to be submitted to AENV by the end of February.

Dutch Elm Disease - Tree maintenance work is being carried out in the valley to prevent this disease.

Garbage Bins - It was noted that garbage bins are not being moved back to the property lines. Al Kendrick advised that if the issue interferes with pedestrian or vehicular movement, Bylaw Services will do enforcement.

Cast Iron Water Main Replacement Program – it is estimated that 50% of the program is completed (year 4 of 5 however it has been delayed for a further one year because of the BCF line install). Councillor S. Shoff stated that the business owners are not in favour of another year of having both their front street and back alley dug up. A. Kendrick explained that this work was necessary for each building to have their own separate water line during the construction. He further stated that the next areas that will be impacted will be the two alleys by the Legion to the Arena as well as behind the former Elks' building to the Civic Centre.

Intersection of Hwy 9 and 10 – Al Kendrick stated that Alberta Transportation has issued a work order for repairs at this intersection.

9.4 Director of Community Services' Quarterly Report from October 1st to  
December 31st, 2011

Director of Community Services' 2011 Annual Report

Councillor Jay Garbutt requested that the Staff Sgt. present his own annual report to Council as some of the statistics are difficult to interpret. P. Salvatore advised that he will invite the Staff Sgt. and the Policing Committee Chair to present their annual reports to Council in the near future.

Councillor Tom Zariski asked for an explanation on 2011's significant decline of institutional building permits compared to previous years. P. Salvatore stated that institutions (schools, lodges, hospital, Badlands Community Facility, etc.) have invested over \$55M in our community in the last five years. However in 2011, building activity in this area has slowed. Council noted a decline in industrial building permits and asked whether the new Economic Development Officer – Bob Cromwell can market this type of development in the future. R. Romanetz advised that at this time the only available industrial land is located in Rosedale and other land has to be looked at to fill the long term needs. Potential industrial growth areas are identified in the Municipal Development Plan.

## **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 Acting Mayor declared the meeting adjourned at 6:15 PM.

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Mayor

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Chief Administrative Officer