

Town of Drumheller COUNCIL MEETING MINUTES

December 2, 2013 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

ACTING MAYOR:

Jay Garbutt

COUNCIL:

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT: Mayor Terry Yemen

Byron Nagazina, Director of Corporate Services

1.0 CALL TO ORDER

Acting Mayor Jay Garbutt called the meeting to order at 4:30 PM.

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Additions to Agenda: 14.2 Land Matter and 14.3 Labour Matter

MO2013.139 Zariski, Shoff moved to adopt the agenda as amended. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of November 18, 2013

MO2013.140 Hansen-Zacharuk, McMillan moved to adopt the regular Council Meeting Minutes of November 18, 2013. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Barb Steeves, Manager - East Coulee School Museum (Request for in-kind support for the remediation and redevelopment of the East Coulee School Museum)

B. Steeves provided an overview of the remediation and redevelopment project scheduled for the East Coulee School Museum. The proposed upgrades will create a sustainable facility capable of hosting activities on a year round basis. She stated that the building is now almost 85 years old and three major undertakings are required over a three year period: replacement of the boiler, installation of a new fire alarm system and foundation upgrades with a total project cost of \$300,000.00. In addition to a cash contribution of \$5,000 towards Phase 1 of the redevelopment project from the Town of Drumheller, she requested in-kind support (labour and equipment) which would include: site grading on the west side of the building to eliminate water seepage into the building from heavy rain and the installation of a proper playground surface. She further advised that a grant application was submitted to the Community Facility Enhancement Program however no confirmation of approval has been received to date. Local funding efforts include activities such as the Spring Festival, admission to the East Coulee School Museum, bake sales and attendance at their dinners.

Questions / Comments from Council:

Councillor T. McMillan asked if the East Coulee School Museum has received a heritage designation. B. Steeves stated yes and explained that the Museum upgrades will be carried out in accordance with the heritage guidelines for inside work however the outside work is not an issue. She further explained that any upgrades inside would have to be reviewed with the Historic Society as it is their intent to preserve as much as possible because they do not want to lose their status. Councillor T. Zariski asked if grant dollars are available from the Provincial Heritage Program. B. Steeves stated that the Board chose to go with CFEP because it had a faster approval process as there is an urgency to install the new boiler and fire alarm to meet safety codes. She further explained that the East Coulee Community Association is the owner of the Museum and leases it to the Dinosaur Valley Heritage Society for a nominal fee. The Provincial Heritage Program requires approval from the owner for the application process and at this time the East Coulee Community Association was not prepared to take on the responsibility of ownership for the upgrade however they did offer the use of their hall for any fundraising efforts. She further advised that once the upgrades are completed, they intend to promote events such as school sleepovers which are of interest to the schools because of the historical and culture component, weddings, workshops, etc. Councillor T. Zariski stated that the Town of Drumheller must adopt the Heritage Bylaw

before any designated buildings can acquire dollars which may be in the range of a matching grant of \$35,000 per year.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Budget / Utility Rates Update

R. Romanetz advised that Administration is moving forward with the utility rate review and a meeting will be held with staff to finalize costs, update the reserves and project surpluses to the end of the year. He further advised that the previous Council approved a three year budget with 2014 being the third year however Council reviews the budget annually to make any necessary changes. Reserves in place become part of the equation that Council must consider as part of the rate review for an utility increase including whether a surcharge is appropriate to supplement the reserves to build towards the target level identified in our capital financing strategy. He further advised that the Town wants to continue to grow the reserves as they are less than what we would like to see. Council will be presented with options on December 16th at which time Council may pass first and / or second readings with an advertising period to allow for public comments. A special Council meeting can be held on December 23rd or January 6th to adopt the bylaw. If the bylaw is adopted on January 6th there will be one utility billing that includes both the new rates and the former rates but there may be concerns expressed by the business owners with the imbalanced billing. Staff would have to read the meters if the bylaw is adopted at the January 6th Council meeting.

R. Romanetz advised staff is now using new budgeting software for the 2014 budget. He further advised that Council's direction at their Strategic Business Workshop was for Administration to look at a number of scenarios based on inflation (1% - 1.5%) as well as a zero based tax increase. He advised that staff will identify areas where they can make some changes and Council will have to decide if the impact on services is something Council wishes to pursue. It is anticipated that the 2014 budget will be approved by the third week in January with the capital budget approved by the end of February (subject to change). These timelines will allow staff to submit applications for any grant dollars for 2014.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD - Rate Review for Animal Fees and Business License

B. Wulff presented the 2014 fee schedule for establishing new rates for animals and Business Licenses. He advised that these rates are approved on an annual basis and should be passed prior to the new year. R. Romanetz advised that Councillor Lisa Hansen-Zacharuk pointed out that animal fees are to remain for two years at the introductory rate. He stated that the animal fee rates will not be considered for an increase in 2014 and should be removed from the motion.

MO2013.141 Hansen-Zacharuk, Zariski moved to adopt the business license portion of the 2014 fee schedule.

Discussion on Motion:

Councillor L. Hansen-Zacharuk stated that the peddler license rates are out of line with other communities and are prohibitive for peddlers. R. Romanetz agreed that options are being reviewed for hawkers and peddlers and transient merchants. He recommended that Council move forward with the schedule with the intention that some areas may have to be amended. He further advised that a review was carried out three years ago and the Town's rates were generally in line with other communities. P. Salvatore clarified that a recent survey conducted by staff indicated that some municipalities do have lower business license rates. Councillor Hansen-Zacharuk stated that she would like to see a report. Council requested that a review be carried out with a report to Council at their next regular meeting on December 16th.

MO2013.142 McMillan, Hansen-Zacharuk moved that MO2013.141 be tabled until the report can be review by Council. Carried unanimously.

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 RFD - Drumheller Association of Skateboarding Enthusiasts' Request for Land

P. Salvatore presented the site location for the skateboard park as recommended by DASE at Council's Committee meeting of November 12, 2013. The site is located east of pool and northwest of the arena and will not interfere with future development of recreational facilities.

MO2013.143 Kolafa, McMillan moved that Council support the Drumheller Association of Skateboarding Enthusiasts (DASE)'s new proposed location for a skateboard park – described as the current location of the single-court tennis court in Centennial Park – and as identified in the attached conceptual drawing of the site as provided by DASE.

Discussion on Motion:

Councillor L. Hansen-Zacharuk asked what if DASE has requested in-kind support. R. Romanetz advised that when DASE initially looked at the project, it would be tied in with the Town's centennial legacy and we expected these dollars which did not materialize so we anticipate there will be a further request. He further explained that the Town has made a commitment to the tennis court group as well the Town heard this evening that the Dinosaur Valley Heritage Society has requested in-kind support. He stated that there are limited resources (staff and equipment) that can be dedicated to these special projects. In response to Councillor S. Shoff's concern on the impact the skateboard park will have on the designated parking lot for Phase II, R. Romanetz advised that a parking lot was identified in this area in the Facilities Master Plan; however it can be moved to another area.

Vote on Motion:

Carried unanimously.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

13.1 Councillor S. Shoff - Community Futures Strategic Plan

Councillor S. Shoff presented a report on Community Futures which she agreed to be made available via Email.

14.0 IN-CAMERA MATTERS MO2013.144 Shoff, Zariski moved in camera at 5:35 PM. Carried unanimously.

14.1 Land Matter

14.2 Land Matter

14.3 Labour Matter

MO2013.145 Hansen-Zacharuk, McMillan moved to go out of camera at 6:45 PM. Carried unanimously.

14.2 Land Matter

MO2013.146 Zariski, Shoff moved that Council approve the Offer to Purchase and Sell for land legally described as LSD 16 and East Half of LSD 9 in the NE ¼ 7-29-20-W4M and LSD 8 in the SE ¼ 7-29-20-W4M as presented. Carried unanimously.

There being no further business, the meeting was adjourned at 6:50 PM.

Mayor

Chief Administrative Officer