

**Town of Drumheller
COUNCIL MEETING
MINUTES**

July 28, 2014 at 4:30 PM

Council Chamber, Town Hall

224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Sharel Shoff

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

ACTING DIRECTOR OF CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT: Councillor Tara McMillan

Councillor Tom Zariski

Director of Infrastructure Services Allan Kendrick

1.0 CALL TO ORDER

Mayor Terry Yemen called the meeting to order at 4:30 PM

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2014.107 Hansen-Zacharuk, Kolafa 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 June 30, 2014

MO2014.108 Garbutt, Shoff moved to adopt the regular Council meeting minutes of June 30, 2014 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 06.14 Road Closure (Riverside Avenue) - second and third readings

R. Romanetz advised that Bylaw 06.14 which proposes to close a portion of unused road allowance (Riverside Avenue in the Newcastle area) to accommodate DARTS' new development was given first reading on April 22, 2014, a public hearing held on May 20, 2014 and approved by the Minister of Transportation on July 2, 2014. The entire developable area along the undeveloped Riverside Avenue will be closed as this would allow adjacent property owners to purchase the property from the Town. They will be required to pay the market value for the land, share of survey costs and any legal or planning expenses related to the subdivision. He recommended that Council move forward with second and third readings.

MO2014.109 Garbutt, Hansen-Zacharuk moved second reading of Bylaw 06.14. Carried unanimously.

MO2014.110 Shoff, Hansen-Zacharuk moved third reading of Bylaw 06.14. Carried unanimously.

8.1.2 Bylaw 07.14 being a bylaw to establish fees for the issuance of permits of overweight and over-dimensional commercial vehicles on highways - all three readings

R. Romanetz presented Bylaw 07.14 which relates to the provincial TRAVIS (Transportation Routing and Vehicle Information System) in controlling the movement of overweight and over dimensional trucks requiring a provincial permit in all instances and municipal approval if the trip uses municipal roads as part of their route. He explained that the current permit process lacks coordination and requires applicants to contact

multiple organizations and provide the same data to each jurisdiction. Community Enforcement Supervisor, Greg Peters stated that although the permitting and up keeping of the system is the responsibility of the province, the benefits to the municipality are considerable and moving in the right direction. He explained that the process is more streamlined and tests to date prove that the new system is working adequately; the industry likes the new system as well because of the "one stop" shopping process. He further stated that a central registry office equates to less room for those not abiding by the rules.

MO2014.111 Garbutt, Hansen-Zacharuk moved first reading of Bylaw 07.14.

Discussion on Motion:

In response to a question from Council, the fee for most municipalities is \$15.00 (can be revisited in the future) which is divided between Road Data and the Province with the municipalities receiving a quarterly payment. R. Romanetz clarified that if an overweight vehicles damages any roads that are red flagged the trucker / company is responsible for the road damages. The Town may have to video the road before a truck is permitted to use the road to re-enforce any damage repair. G. Peters stated that the new system allows for a pre road inspection as well as the shipment inspection.

Vote on Motion: Carried unanimously.

MO2014.112 Kolafa, Shoff moved second reading of Bylaw 07.14. Carried unanimously.

MO2014.113 Hansen-Zacharuk, Zariski moved no objections to third reading of Bylaw 07.14. Carried unanimously.

MO2014.114 Shoff, Garbutt moved third reading of Bylaw 07.14. Carried unanimously.

MO2014.115 Garbutt, Kolafa moved to approve the Memorandum of Agreement between the Town of Drumheller and the Minister of Transportation outlining the responsibilities of the Province and Town under the new TRAVIS system. Carried unanimously.

8.1.3 Bylaw 08.14 being a bylaw to designate a municipal heritage building - first reading

R. Romanetz advised that the Committee has identified the East Coulee School Museum as a municipal heritage property. In accordance with the designation criteria, once notice is given to the property owner a sixty (60) day period must lapse before a bylaw can be adopted. He further advised that once the bylaw is adopted, the property will be designated a municipal heritage property allowing the Museum to apply for grant funding for building improvements of a heritage value as identified in the Historical Resources Act. He further explained that the Province reviews application and they determine what projects / upgrades are eligible.

MO2014.116 Shoff, Garbutt moved first reading of Bylaw 08.14.

Discussion on Motion:

Councillor J. Garbutt asked if the Museum's upgrades need to be approved by Council. R. Romanetz clarified that any upgrades would have to be approved by the Municipal Planning Commission as Safety Codes would be required to carry out an inspection. Councillor Garbutt further questioned whether a plaque would be affixed to the exterior of the building recognizing the property as a municipal heritage site. P. Salvatore stated that this topic will be an agenda item at the next Committee meeting as a budget for the plaques will need to be set. He stated that the Town will research what other municipalities have done. Councillor J. Garbutt stated that he would like to see the Committee's budget for this expenditure.

Vote on Motion: Carried unanimously.

MO2014.117 Hansen-Zacharuk, Kolafa moved second reading of Bylaw 08.14. Carried unanimously.

8.1.4 RFD - Cast Iron Waterline Program Award

R. Romanetz advised that tenders went out for this project in early June with zero tenders received. He further advised that the Town approached companies and asked if they would be interested. As a result of these discussions, the Town felt some bids would be received if retendered. Three tenders were received however the low bid was close to double what the budget was set for. He further advised that the bid is not in line with the budget based on pricing from the previous year even with an inflation increase. Administration is recommending that this project along with the budgeted dollars be added to the 2015 budget and tender a larger project in the spring. It is anticipated that this action will yield more bids with a price that reflects what the Town has paid in the past for this work.

MO2014.118 Hansen-Zacharuk, Garbutt moved that all tenders be rejected for the 2014 Cast Iron Watermain Replacement Program.

Discussion on Motion:

Councillor J. Garbutt stated that the project is one year behind already and now a further year behind. R. Romanetz stated that with both portions being done next spring the project would be completed with a one year delay.

Vote on Motion: Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

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 to June 30, 2014
- 9.2 Director of Infrastructure Services' Quarterly Report to June 30, 2014
- 9.3 Director of Corporate Services' Quarterly Report to June 30, 2014
- 9.4 Director of Community Services' Quarterly Report to June 30, 2014

Chris Curtis – DMO Travel Drumheller and Darren Reeder – Point Consulting provided information on the need for a tourism levy and how it should be paid for. Point Consulting has been hired by Travel Drumheller to help set up a system where the businesses that benefit from tourism pay the cost of marketing. D. Reeder stated that each community has to define its own business license model as it assesses the characteristics that influence tourism to come up with a fee schedule that is appropriate for a tourism levy. Tourism levies are more commonly accepted in the hotel industry. *“Do you want to focus primarily on industry that is purely tourism and clearly based on visitation from those outside of the community?”* He further advised that trying to build capacity during other times of the year may be challenging. Municipalities are pursuing these arrangements because tourism Alberta’s funding is cut in half and Drumheller needs to keep pace with comparable markets. Question from Council – *“Are you aware of any models that provides for a stable funding for the DMO and additional funds for maintaining infrastructure deteriorating from tourism?”* D. Reeder stated that there are percentages that you can put aside and varies upon the economic development for each municipality. He further stated that if the process is explained upfront and the process is transparent for every business that benefits from tourism, it can be accomplished. C. Curtis stated that the next steps are to develop a marketing plan for Travel Drumheller and then speak to the goals and objectives identified and set the funding model elected to fit these goals. He plans to speak with stakeholders in Drumheller and develop a model that works for them. D. Reeder concurred, stating that you need a master plan first with measurements for success and then a tourism levy so that economic opportunities will increase.

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS MO2014.119 Hansen-Zacharuk, Garbutt to move in camera at 6:25 PM. Carried unanimously.

- 14.1 Land Matter (Passion Play)
- 14.2 Legal Matter

MO2014.120 Shoff, Garbutt moved to revert to regular Council meeting at 7:09 PM.
Carried unanimously.

MO2014.121 Garbutt, Hansen-Zacharuk moved that the Town of Drumheller accept the proposal from the Canadian Badlands Passion Play to proceed with the land exchange for the net variance of \$20,000 plus legal costs. Carried unanimously.

MO2014.122 Shoff, Hansen-Zacharuk moved that the Town of Drumheller endorse and sign a Memorandum of Understanding with Telus that allows Telus and the Town to pursue discussion regarding the upgrade of Telus' infrastructure within the Town of Drumheller. Carried unanimously.

MO2014.123 Garbutt, Kolafa moved that the Town of Drumheller authorize Administration to sign a Small Cell License Agreement between Telus and the Town of Drumheller. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 7:12 PM.

Mayor

Chief Administrative Officer