

Town of Drumheller COUNCIL MEETING MINUTES

February 22, 2016 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
Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:
Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:
Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:
Barb Miller

DIRECTOR OF COMMUNITY SERVICES:
Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:
Greg Peters

RECORDING SECRETARY:
Linda Handy

ABSENT: Councillor Tara McMillan

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Addition to Agenda: 7.0 Humane Society and 8.3.2. Travel Drumheller Contribution (prior to budget discussion)

MO2016.37 Shoff, Hansen-Zacharuk 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 February 8, 2016

MO2016.38 McMillan, Garbutt moved to adopt the Regular Council Meeting Minutes of February 8, 2016 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 STARS Presentation - Glenda Farnden

G. Farnden provided a statistical overview of their operations from six (6) bases (Calgary, Edmonton, Grande Prairie, Saskatoon, Regina and Winnipeg) and an eleven (11) helicopter fleet. In 2014, there were 3084 total missions flown with 1839 missions from the three Alberta bases – averaging 5 missions per day in Alberta. STARS is a non-profit charitable organization and relies on fundraising and government funding as their revenue source. Forty-one (41%) of Alberta STARS expenditures is for aviation and 23% on medical services. Drumheller's total missions from 2010 – 2015 was 111 – averaging 18 per year (1-2 per month).

In response to a question from Council, G. Farnden explained that STARS continually has discussions with the government in asking for increased support as these dollars are used to ensure that STARS continues to be innovative and strives to have the latest technology. She further stated that STARS has been successful with the support of Albertans to reach 30 years of service. She further explained that AHS is their largest funding partner to date. Councillor P. Kolafa asked if the issue with the hospital's landing pad (not being able to accommodate the larger helicopter) is being addressed. G. Farnden explained that STARS continues to use both helicopters however discussions are ongoing with AHS to increase the size of the helipads in Alberta. She further advised that this would be an ideal community fundraising project. Councillor J. Garbutt asked if Drumheller's neighboring municipalities have been approached for contributions. G. Farnden stated that the surrounding counties have been long term contributors. He further asked if STARS has approached the Federal government to

assist with the costs of transporting inmates. G. Farnden stated that STARS is considering a cost for this service and they are currently in discussions with the Federal government. Councillor T. Zariski stated that STARS should be 100% funded by the Province. G. Farnden concluded by stating that STARS is proud of their accomplishment of providing 30 years of service with a total of 30,000 missions.

6.2 Alberta 55 Games - Linda Traquair

L. Traquair presented an opportunity for Council's consideration for the Town of Drumheller to host the Big Country Senior Sports Society Zone 2 games from September 30 – October 2, 2016. The BCSS zone games is for persons 55 plus and includes both active sports such as hockey, swimming, athletics, bowling, etc. and passive games such as cribbage, bridge, shuffleboard, etc. She explained that a new model for Alberta 55 games was announced in November 2015. In moving forward, the 2017 provincial games will be held, however the host community has not been determined. Alberta has 8 zones and each zone is responsible for holding qualifying events for the provincial games in 2016. Drumheller falls within Zone 2 and includes those communities surrounding Calgary from Youngstown, Oyen, Hanna, Three Hills, Strathmore, Sundre, Cremona, Cochrane, Okotoks and Banff. There will be potential for 450 participants – more if pickleball is included as a sport event. Each participant would pay \$65.00 for their registration fee which would bring in \$30,000 - \$35,000. She explained that the number of participants may be down this year as in the past their hotel rooms and one meal were paid for, however the Province has done away with these reimbursements. She stated that the event should be cost neutral and would have economic spin offs for our hotels, restaurants and RV sites. A volunteer base would be required. She stated that the event would not be much different than hosting a large conference.

Director of Community Services, P. Salvatore stated that it was a good opportunity and sees it as a similar event to Grey Matters. He stated that from previous discussions with L. Traquair, it is expected that the Town provide the space and staffing and hope costs would be recovered. He further stated that it is a good way to leverage the Town's facilities during the shoulder season. Council agreed in principle that the event is good for the seniors of Drumheller and surrounding communities and asked that more information be brought forward on the costs. L. Traquair stated that she has a meeting with the Province next week and will provide more information on costs for Council's consideration. She stated that there is uncertainty as to the exact costs as it is now a user pay event and it is the first year of running the event under the new model. She further explained that in the past, the communities had to raise dollars to host the event. Councillor J. Garbutt expressed concern that the Town's Economic Development Officer's position is vacant and other groups such as Travel Drumheller may have to assist with hosting the event.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

MO2016.39 Hansen-Zacharuk, Shoff moved to rescind the appointment of Councillor Tara McMillan to the Humane Society effective immediately. Carried unanimously

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Bylaw 07.16 being a bylaw to amend the Land Use Bylaw 10.08 by re-designating Lots 13 & 14, Block 2, Plan 4317CQ from R1a Residential District to R2 Residential District - first reading

Councillor S. Shoff declared a conflict of interest. She left the meeting at 5:31 PM.

R. Romanetz advised that Bylaw 07.16 proposes to re-designate a parcel of land in North Drumheller to allow for the construction of a duplex by Habitat for Humanity. He recommended that Council proceed to first reading to allow for the public hearing to be held on March 21st, 2016.

MO2016.41 Hansen-Zacharuk, Garbutt moved first reading of Bylaw 07.16. Carried unanimously

Councillor S. Shoff returned to the meeting at 5:33 PM.

8.1.2 Bylaw 08.16 being a bylaw to amend Bylaw 04.15 (Business License Bylaw) - all three readings

R. Romanetz advised that once adopted, Bylaw 08.16 would allow Council to change the rates set out in Schedule A of the Business License Bylaw 04.15 by resolution.

MO2016.42 Zariski, Hansen-Zacharuk moved first reading of Bylaw 08.16. Carried unanimously.

MO2016.43 Shoff, Garbutt moved second reading of Bylaw 08.16. Carried unanimously.

MO2016.44 Kolafa, Hansen-Zacharuk moved no objections to third reading of Bylaw 08.16. Carried unanimously.

MO2016.45 Shoff, Hansen-Zacharuk moved third reading of Bylaw 08.16. Carried unanimously.

8.1.3 RFD - Palliser Regional Municipal Services " Regional Asset Management Implementation" Alberta Community Partnership Program

R. Romanetz presented a grant application for funding under Alberta Community Partnership Program for Palliser Regional Municipal Services. The funding would be used to enhance their webmap, providing a more intuitive, user friendly interface for managing infrastructure assets and cemetery records for partnering municipalities.

MO2016.46 Shoff, Hansen-Zacharuk moved that Council authorizes the Town of Drumheller to participate in an application for the "Regional Asset Management Implementation" submitted by the Town of Trochu with Palliser Regional Municipal Services as Primary Contractor under the Intermunicipal Collaboration component of

the Alberta Municipal Affairs Alberta Community Partnership Program; further that the Town of Drumheller if the applicant, agrees to enter into, or as a participant, agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant. Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD - 2016 Operating Budget (Utilities Supported)

B. Miller presented the 2016 operating budget (utilities supported) based on a 5% increase to water utility rates and a 2% increase to wastewater utility rates.

MO2016.47 Zariski, Shoff moved that Council approve the 2016 Utility Supported Operating Budget as presented.
Carried unanimously.

8.3.2 RFD - 2016 Operating Budget (Tax Supported)

Addition to Agenda: Travel Drumheller

MO2016.48 Zariski, Hansen-Zacharuk moved to continue the funding level of funding as in 2014 with a contribution of \$40,000 for Travel Drumheller in 2016.

Councillor S. Shoff asked that the contribution be decreased to \$20,000-\$25,000. She further stated that she disagreed with one of their 2016 priorities to employ a marketing agency for the marketing of the tourist magazine.

Councillor L. Hansen-Zacharuk stated that although Travel Drumheller is in a difficult financial position, they have a plan to move forward to advertise our community. R. Romanetz clarified that the request from Travel Drumheller was for \$50,000. Councillor J. Garbutt stated that Travel Drumheller is committed in moving forward with a working board rather than a governance board. He further stated that the Drumheller Council has a shared responsibility in causing this transition and as such, a one-time financial contribution is needed to wean this organization off of taxpayer dollars. He stated that he is hopeful that more and more voluntary contributions will come forward to allow them to generate their baseline budget of \$100,000 in 2016. Councillor J. Garbutt disagreed with Travel Drumheller's request for a contribution from the Town of Drumheller for \$50,000.

Vote on Motion:

In favour – Hansen-Zacharuk, Zariski, Garbutt, Kolafa

Opposed – Yemen, Shoff

Motion Carried.

B. Miller presented the 2016 operating budget which proposes a 3% increase to property taxes and service fees.

MO2016.49 Garbutt, Kolafa moved to approve the 2016 Tax Supported Operating budget as presented.

Councillor S. Shoff asked if there were provisions in the operating budget for the hiring of new staff. R. Romanetz stated that there was approximately \$20,000 in the budget for a recruitment agency.

Vote on Motion:

In favour – Hansen-Zacharuk, Zariski, Garbutt, Kolafa

Opposed – Yemen, Shoff

Motion Carried.

8.3.3 RFD - Approval of 2016 Capital Plan

B. Miller presented the 2016 Capital Plan which outlines the capital priorities in the amount of \$5,606,327 which \$1,646,063 is from projects carried forward from 2015, resulting in new capital project funding request of \$3,960,264 for 2016 with dollars coming from reserves, grants or other sources. She further clarified that some of the capital projects are contingent on grant funding from either the federal or provincial governments.

MO2016.50 Zariski, Hansen-Zacharuk moved that Council approve the 2016 Capital Plan, totaling \$5,606,327 in expenditures, as presented. Carried unanimously.

8.3.4 RFD - 2016 Capital (255) Reinvestment Program

B. Miller advised that each year, in addition to the capital budget, Administration identifies priority operating expenditures that are deemed to be non-regular and / or high maintenance costs and classify these items under the Capital Reinvestment Program. She further explained that these expenditures, although operational in nature, are funded through reserves rather than placing a fluctuating burden on the annual operating budget that is funded through property tax. The budget request for the 2016 Capital Reinvestment Plan is \$641,500.

MO2016.51 Garbutt, Shoff moved that Council approve the 2016 Capital Reinvestment Plan, totaling \$641,500 in expenditures, as presented. Carried unanimously.

8.3.5 RFD - Reserve Account Balances - 2015 Year End

B. Miller advised that on an annual basis, reserve account balances are reduced in order to fund capital project work and capital reinvestment program activities adopted by Council. She further explained that replenishment of the reserve accounts requires a motion to authorize Administration to allocate some or all of any annual surplus realized or reallocate funds from unrestricted surplus. Should the recommendations be approved, restricted reserves as of December 31st, 2015 will total \$11,074,950 and the unrestricted surplus balance will be \$344,602 plus unallocated surplus from 2015 for which Administration will seek similar approval for reallocation from unrestricted to restricted reserves in 2016.

MO2016.52 Hansen-Zacharuk, Shoff moved that Council approve the allocation of \$1,852,569 from unrestricted surplus to restricted surplus and the reallocation of the Ambulance Reserve (\$39,288), in the Schedule of Reserves as presented.

In response to a question from Council, R. Romanetz advised that the Management Incentive Fund is a program put in place about 15 years and has been used over the years to improve operations for staff within the organization, such as ergonomic furniture, building team work, etc.

Vote on Motion:
Carried Unanimously.

8.3.6 RFD - 2016 Business License Fees

B. Miller advised that annual business license fees form part of Bylaw 04.15 Business License Bylaw and are identified in Schedule A. She explained that earlier in the meeting Council motioned to increase business license fees by a resolution rather than an amendment to the bylaw. She further explained that the increased rates to Schedule A are in line with 3% increase to user fees with the exception of the 4 month temporary non-resident license fee. This fee was reduced from \$350.00 to \$250.00. This reduction serves to make the temporary fee more equitable.

MO2016.53 Shoff, Hansen-Zacharuk moved that Council approve Schedule A Business License Fees as presented.

Councillor P. Kolafa stated that in the future he would appreciate a discussion on the busker license fee and how it would improve the culture of our community.

Vote on Motion:
Carried unanimously.

8.4. DIRECTOR OF COMMUNITY SERVICES

8.5. DIRECTOR OF PROTECTIVE SERVICES

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

14.0 IN-CAMERA MATTERS

There being no further business, the Mayor declared the meeting adjourned at 6:00 PM.

Chief Administrative Officer

Mayor