

Town of Drumheller COUNCIL MEETING MINUTES

January 25, 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

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

ABSENT:

DIRECTOR OF CORPORATE SERVICES: Barb Miller

DIRECTOR OF COMMUNITY SERVICES: Paul Salvatore

1.0 CALL TO ORDER

Mayor Terry Yemen called the meeting to order at 4:33 PM.

2.0 MAYOR'S OPENING REMARK

Mayor Terry Yemen announced that the Town of Drumheller signed a contract today with Frutas Healthy Foods Ltd. operating as Frutas Smoothies & Juice Bar at the BCF Kiosk with an opening date of March 1st.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Deletion: Item 8.4.1 2016 – 2017 Service Fee Schedule

MO2016.16 Shoff, McMillan 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 January 11, 2016

MO2016.17 Zariski, Hansen-Zacharuk moved to adopt the Regular Council Meeting Minutes of January 11, 2016 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 02.16 being a bylaw to adopt an Area Structure Plan for the Former St. Anthony's School Property (between 12 St. and 14th Street East) - first reading

R. Romanetz advised that the property was subdivided into two parcels in 2013 and one condition of subdivision at that time was that prior to a further subdivision into individual lots, any land use amendments could not be considered until an Area Structure Plan (ASP) was created. He stated that a number of options have been proposed by the owner/developer over the years and those have not been approved. He further stated that recently a revised plan was brought before the Town to create 14 residential lots. The proposal was reviewed by the Municipal Planning Commission on January 14th and the MPC indicated support for the ASP. He further advised that Palliser reviewed the proposal as well and have indicated their support with minor changes that will be brought forward at the public hearing. He further explained that in 2013 it was also recommended that as part of any proposal, a public information meeting be held. He stated that the developers held a public meeting on January 21st with 35 residents in attendance and it was

generally a positive meeting. He recommended that Council pass first reading to the bylaw so that the proper advertising can be carried out and a public hearing held on February 8th.

MO2016.18 Zariski, Shoff moved first reading to Bylaw 02.16.

Councillor T. Zariski stated that the MPC reviewed the plans and were impressed with the proposed development.

Vote on Motion:
Carried unanimously.

8.1.2 Bylaw 05.16 being a bylaw to amend the Land Use Bylaw 10.08 for the Former St. Anthony's School Property by redesignating the property from CS to R1 - first reading

R. Romanetz advised that the land use bylaw amendment is an extension of the ASP and once the public hearing is held and if Council moves forward with 2nd and 3rd readings of the bylaw, the intention would be to reclassify the property from the current CS to R1. He reiterated that the reclassification cannot happen until the ASP is adopted. He explained that to save time the Town intends to advertise both proposed bylaws at the same time and a public hearing held on the same date, February 8th.

MO2016.19 Shoff, Hansen-Zacharuk moved first reading of Bylaw 05.16

Councillor J. Garbutt asked if rezoning would include both parcels of land (including the old St. Anthony's building) and if so would there be any value in rezoning the area R2 rather than R1. He stated that there is a need for multi-family housing as well and there is not a lot of land to do it. R. Romanetz advised that the reclassification is only for the easterly portion and does not include the land that houses the former school building. Residents in the area, through a petition and dialogue, have indicated a strong preference for an R1 district. He further advised that the area to the west will require a separate reclassification and will be dealt with at that time. In response to a question regarding the value of the homes, R. Romanetz advised that the houses will be similar to those in the area with a floor plan of a minimum of 1200 sq. ft. and with lot sizes of 45 ft. in width but the homes values have not been discussed. Councillor L. Hansen-Zacharuk asked if the area has been undermined. R. Romanetz stated that this is probably one of the few areas not undermined and not in the flood plain.

Vote on Motion:
Carried unanimously.

8.1.3 Bylaw 04.16 being a bylaw to amend the Business License Bylaw 04.15 - second and third readings

R. Romanetz advised that Council gave first reading to Bylaw 04.16 on January 11th and at that time Council asked for Travel Drumheller to provide additional information

such as their budget and priorities. He stated that this information was provided and representatives from Travel Drumheller are in the audience, if Council should have any questions.

MO2016.20 Hansen-Zacharuk, Shoff moved for second reading of Bylaw 4.16.

Councillor J. Garbutt referred to the documents received this morning and stated that even though they are independent of Council's decision, Travel Drumheller has presented a basic budget which shows a commitment to the efforts of the board as they need to transition from a governance envisioned board to a working board. He stated that he is concerned about the level of base funding requested from the Town of Drumheller for 2016 as it relates to a percentage of their overall operating budget at 71% and not for marketing expenses. He further stated that he is concerned that the level of funding for marketing is unlikely to occur in 2016 and he is not in favor of the amount being requested from the Town as those that need to contribute might believe that they do not need to be responsible for the operating costs of the organization nor for the sustainability of the organization in the long term. Councillor P. Kolafa asked the level of funding from the Town in the past years. R. Romanetz advised that \$40,000 was given to the DMO Travel Drumheller prior to Schedule B. Councillor L. Hansen-Zacharuk asked representatives from Travel Drumheller who were in the audience if there have been anymore conversations with others joining and if this has gone favorably. A representative from Travel Drumheller stated that they have had conversations and the majority of the hotels indicated that they will continue to contribute on a voluntary basis. Mayor Yemen stated that the intent of the bylaw was for the tourism industry to step up and take the burden off the taxpayers as the Town contributes significant dollars to tourism, to name a few, fixing the suspension bridge at \$50,000 and a contribution of \$46,000 towards the visitor information centre. He further stated that there were flaws in the funding model and he would have preferred adjustment to the bylaw and keep the levy. He further stated that Schedule B was one of the most significant policy decisions that Council has done. He noted that many operators within the tourism industry stated that they would be willing to participate if it was not mandatory and he is hopeful that this will be the case.

Vote on Motion:

6 - favour – Yemen, Garbutt, McMillan, Zariski, Hansen-Zacharuk, Shoff

1 - opposed - Kolafa

Carried.

MO2016.21 McMillan, Garbutt moved for third reading of Bylaw 04.16.

Vote on Motion:

6 - favour – Yemen, Garbutt, McMillan, Zariski, Hansen-Zacharuk, Shoff

1 - opposed - Kolafa

Carried.

8.1.4 RFD - Approval of 2016 Strategic Business Plan

R. Romanetz presented the Strategic Business Plan that identifies corporate and operational priorities for 2016. He stated that the document reflects the direction set at Council's retreat held on December 7th and 8th, 2015. He further explained that quarterly updates will be provided to Council.

MO2016.22 Garbutt, Hansen-Zacharuk moved that the 2016 Strategic business Plan be adopted as presented.
Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.2.1 RFD - Badlands Community Facility Janitorial Contract Award

A. Kendrick advised that on January 14, 2016, eight tender submissions were received for janitorial services at the Badlands Community Facility for 2016, 2017 and 2018 with the low tender from David Meeres in the amount of \$98,400.00 (\$22.00 / hour for additional work outside the scope of the contract). He further advised that David Meeres has provided professional caretaking services to Drumheller for over 30 years and currently holds contracts with the Town since 2006.

MO2016.23 Hansen-Zacharuk, Shoff moved that Council award the contract for Janitorial Services at the Badlands Community Facility for 2016,

Councillor L. Hansen-Zacharuk stated that the draft budget allocated for the BCF janitorial is \$100,000 and she asked if the tender from David Meeres was on the low side. B. Miller clarified that the budgeted amount also includes some specialized work outside of the contract. In response to a question from Council, B. Miller stated that there is a provision for an annual increase based on CPI. Councillor J. Garbutt asked if the company has adequate staff to service the entire janitorial contract for all facilities with the Town. A. Kendrick stated that David Meeres has had adequate staffing in the past and has done an excellent job.

Vote on Motion:
Carried unanimously.

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 ~~RFD - 2016 Service Fees Schedule~~

8.4.2 RFD - Recreation Fee Assistance Policy

R. Romanetz advised that based on discussions of previous meetings and based on the City of Red Deer and Leduc's models, staff has prepared a policy for Council's

consideration. He further advised that the policy covers off the direction that Council provided and includes the list of qualifications for assistance.

MO2016.24 Garbutt, Shoff moved to accept the policy as presented.

In response to a question from Council, R. Romanetz confirmed that the approvals will be from the Director of Community Services or his delegate as it is a new program and direction may be required at the senior level. He clarified that any applications brought forward by the interagency committee will be reviewed and facilitated under Clause (f).

Vote on Motion:
Carried unanimously.

8.5. DIRECTOR OF PROTECTIVE SERVICES

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

- 9.1 CAO's Quarterly Report from October 1 to December 31, 2015
CAO's 2015 Annual Report
- 9.2 Infrastructure Services' Quarterly Report from October 1 to December 31, 2015
Infrastructure Services' 2015 Annual Report
- 9.3 Corporate Services' Quarterly Report from October 1 to December 31, 2015
Corporate Services' 2015 Annual Report (absent – to be tabled to February 1, 2015)
- 9.4 Community Services' Quarterly Report from October 1 to December 31, 2015
Community Services' 2015 Annual Report (absent – to be tabled to February 1, 2015)
- 9.5 Protective Services' Quarterly Report from October 1 to December 31, 2015
Protective Services' 2015 Annual Report

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

Chief Administrative Officer

Mayor