

Town of Drumheller COUNCIL MEETING MINUTES

November 28, 2016 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

DEPUTY 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:

Darryl Drohomerski

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

ABSENT: MAYOR Terry Yemen

1.0 CALL TO ORDER

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

2.0 DEPUTY MAYOR'S OPENING REMARK

Deputy Mayor Jay Garbutt thanked the FCSS and Town Staff for hosting the Light of Drumheller event. He further thanked St. Anthony's school children and adult choirs for the Christmas carols. The event kicked off the Christmas shopping season in our community.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2016.159 McMillan, Shoff 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 November 14, 2016

MO2016.160 Hansen-Zacharuk, Kolafa moved to adopt the Regular Council Meeting Minutes of November 14, 2016 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of September 15, 2016

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Red Cross – Janice McManus – Vice President of Red Cross in NWT and Alberta and Melanie Soler – Associate Vice President of Red Cross Disaster Management Services and Heading Up the Disaster in Municipality of Wood Buffalo

J. McManus and M. Soler provided an overview of the context and role of the Canadian Red Cross:

- Canadian Red Cross is part of the international Red Cross and Red Crescent Movement, the World's largest Humanitarian Network;
- Canadian Red Cross is designated as auxiliary to government by the 1909 Act of Parliament allowing the organization to serve as a reliable, confidential partner to government at the local, provincial/territorial and national levels;
- Most recently at the Provincial level, the Red Cross has assisted with 2013 Alberta Floods and 2016 Alberta Fires;
- Red Cross works on prevention / preparedness on a personal and community level with a focus on improving readiness and reducing impact; they help where the gaps are in response or into recovery;
- On average the Canadian Red Cross assists 129 Canadians daily and responds to a disaster every 3 hours;
- More than 5000 trained disaster response volunteers pre-positioned, with almost 2000 ready to act when the time comes; for instance, 2489 volunteers were deployed for Fort McMurray Fire Response;
- Several major corporate partnerships of which Wal-Mart Canada is one; J. McManus extended a kudos to the Drumheller Wal-Mart for their assistance with raising dollars for

the 2016 Alberta Fires; as well she thanked Drumheller for being a welcoming host community during the 2016 Alberta Fires.

- To date \$178M has already been spent to directly assist those impacted by the fires.

Questions and Comments from Council:

Councillor S. Shoff asked how Drumheller can have a local Red Cross Committee. M. Soler explained that Red Cross works with those responsible with providing emergency services and then discuss how human services are currently managed and identify the gaps and enhancements needed. For instance, fundraising dollars from the local Wal-Mart are targeted for emergencies at the household level where supplies are provided if there is a gap. Red Cross can jointly plan with the local authority to fill the gaps.

Councillor L. Hansen-Zacharuk thanked Red Cross for their services and hard work, particularly with the 2016 Alberta Fires. She asked why the Province of Alberta does not have an agreement in place with Red Cross. M. Soler stated that Red Cross is looking to the Province to provide leadership and they are at the planning table with the Province.

Councillor S. Shoff asked what percentage of donations to Red Cross goes towards administrative costs. J. McManus explained the breakdown on fundraising allocations: 5% fundraising costs, 1.5% for future national capacity building and the remainder for disaster relief and support.

Deputy Mayor J. Garbutt asked Director of Protective Services G. Peters if the Town is working towards integrating the Red Cross into our emergency response plan. G. Peters stated that he has consulted Red Cross on one incidence which recently occurred in Drumheller and how they could provide assistance. He stated that the Town will continue to work with Red Cross for their support and to identify how they can be involved in our community.

Council thanked Janice and Melanie for their presentation.

6.2 Drumheller Public Library 2017 Budget Overview - Chair Vanessa Page and Board Member Julia Fielding

V. Page and J. Fielding provided an overview on the 2017 budget as follows:

- Expenses (bulk of expenses is salary - staff will be retiring and replaced with lower cost staff – existing staff receiving a 1.5% cost of living increase in 2017 and 2018 projected at 0% right now as well as being eligible for a \$0.50 per hour merit increase for performance standards;
- 2016 budget was miscalculated and the requested dollars from the Town was too high resulting in \$36,750 not needed for benefits as well as another miscalculation for a 3% increase for staff in 2016 – this has been corrected for 2017 and 2018;
- The remaining expenses have a slight cost of living increase; 2016 expenses decreased from \$280,000 to \$222,000
- There is a carryover of \$33,559 for 2017 and as a result the Library Board will be asking the Town for \$52,000 less than in 2016 and for 2018 the Library Board will be asking the Town for more than 2017 but less than 2016.

Questions and Comments from Council:

Councillor J. Garbutt asked if memberships have increased or decreased over the last few years. J. Fielding stated that the memberships have remained flat and the Library Board is currently discussing whether memberships should be free as other libraries are doing across Alberta. She further stated that there are an increasing number of free library memberships for children resulting in a dip in revenues. Deputy Mayor J. Garbutt asked what the projected revenue dip would be if free memberships were given for all library users? He further stated that the Town needs to know this dollar amount if the Library moves forward with free memberships. J. Fielding stated that she would research these costs and provide the information to Council. Councillor P. Kolafa stated that he believes the amount would be around \$15,000.

Councillor T. Zariski asked Julia and Vanessa to comment on the value of being a member of the Marigold Library System. J. Fielding stated that the value is significant with people downloading many items and ordering books from other libraries.

Council thanked Vanessa and Julia for their presentation and commended their creativity in managing the budget with limited dollars.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 RFD - Appointment to the Economic Development Task Force

R. Romanetz explained that the Economic Development Task Force Bylaw outlines the membership of the Task Force which includes appointed members at large as well as representatives from various organizations including Community Futures, Chamber of Commerce. He further explained that although the Bylaw specifies that the number of members at large shall be up to four (4) public at large members, the bylaw also has a provision that allows the Task Force to recommend to Town Council an increase or decrease in the total membership of the Task Force. He stated that for this instance, the Task Force recommends that the membership be increased to five (5) to allow for the reappointment of Mike Todor.

MO2016.160 Shoff, Hansen-Zacharuk moved to approve the reappointment of Mike Todor to the Economic Development Task Force for a three year term to expire on the date of Council's Organizational Meeting in October, 2019. Carried unanimously.

8.1.2 RFD - Drumheller Off Road Vehicle Association Lease Renewal

R. Romanetz advised that the current lease with DORVA will expire on December 31, 2016 and DORVA has requested that the lease be renewed for a further period of five years. He further advised that the wording within the lease is flexible and meets their needs while at the same time allows for the Town to use the property for other purposes should the need arise. He recommended that Council renew the lease for a further five years.

MO2016.161 Zariski, Kolafa moved to approve the lease for Drumheller Off Road Vehicle Association for a further period of five years, from January 1, 2017 to December 31, 2021.

Discussion on Motion:

Councillor J. Garbutt stated that it may not be in Council's best interest to lease land for one dollar and requested that Administration provide a report on what other communities do in similar circumstances. Councillor S. Shoff requested that DORVA present to Council on their activities and financial report in future years.

Vote on Motion:

Carried unanimously.

8.1.3 RFD - Lease and Operational Agreement between the Town of Drumheller and Drumheller and District Solid Waste Management Association

R. Romanetz advised that the Town of Drumheller has never entered into a formal lease agreement with the DDSWMA for the property where the landfill is situated. He further stated that this matter was discussed at the DDSWMA meeting and they have approved the document as presented this evening. He further stated that the Association was created in 1978. At that time, the landfill operated for a population of 5000 under strict health regulations requiring that solid waste be covered on a daily basis. Because the landfill was forced into these stricter regulations costing significant dollars for equipment, Drumheller opened its operations to surrounding municipalities thereby eliminating dozens of "dumps" across the area. He explained that a regional landfill would require the same equipment to cover the solid waste on a daily for a population of 5000 as it would for a population of 30,000. He stated that the DDSWMA's landfill is a state of the art facility and runs efficiently through the Association. He explained that although there is no dollar amount assigned to the lease, there is a fair exchange of services that is outlined in the operational agreement. For instance, in exchange for accounting work and engineering expertise from the Town, the Association provides the inventory of recycled products; the landfill manager serves as an auditor for the Town and assists with solid waste collection management, etc. He further explained that the Town and Association wish to formalize the lease for the land as outlined in red. The Town remains in control of the land and has access through the property to our recycled products through weigh-ins and weigh-outs, as well as access to the Water Treatment Plant and in the future, our public works yard. By outlining the area involved as attached to the agreement and outlining the responsibilities that have developed over the last 30 plus years, the agreements form the basis for moving forward into the future.

MO2016.162 McMillan, Shoff moved to accept the lease and operational agreements between the Town of Drumheller and the Drumheller and District Solid Waste Management Association as presented.

Discussion on Motion:

Councillor T. Zariski asked how more years are left at the landfill. T. Nygaard – Landfill Manager advised that the existing site is at Stage 2 has 12 years remaining; and Stage

3 has 25 years remaining based on current volumes of garbage. R. Romanetz explained that there is room to expand to Stage 4 and 5 however the question is if landfills are going to be replaced with something else in the future. R. Romanetz further advised that DDSWMA landfill operates at one of the lowest costs in the Province. In response to a question, T. Nygaard advised that the member municipalities are from 100 km radius around Drumheller and they meet every two months. Councillor J. Garbutt asked what the costs would be for a blue box program. T. Nygaard advised that the costs would be in the range of \$20 -\$25 per month per household. She further explained that the landfill does not have the infrastructure to handle the blue box system as it requires large scale conveyors which are not cost effective for the landfill. She further explained that currently the landfill staff sort recycles by hand.

Vote on Motion:

Carried unanimously.

8.1.4 2017 Budget and Utility Rates Timelines

R. Romanetz presented an overview of the 2017 Budget and Utility Rates Timelines as follows:

December 5th – tax supported and utilities operating budget discussion; proposed that the Council COW meeting be cancelled;

December 12th – propose first reading of Utility Rate Bylaw and continuation of operating budget discussion following the Regular Council Meeting, if required;

December 19th – propose to change the Council COW to a Special Council Meeting for 2nd and 3rd reading of Utility Rate Bylaw and a review of the User Fee Schedule for 2017;

January 23rd – propose a presentation of the Capital budget review; and

February 21st or March 6th – propose budget approvals at the Regular Council Meeting.

Council agreed to the proposed schedule. Deputy Mayor J. Garbutt stated that the Budget Meetings will be open to the public.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.2.1 RFD - Solid Waste Collection Tender Award

D. Drohomerski advised that the current Solid Waste Collection Contract expires on December 31st, 2016 which is comprised of a two part contract – residential which is part of the tax base and a franchise agreement for the commercial customers. The tender was put out this fall for a four (4) year contract and the Town received four (4) bids ranging from \$1,861,321.08 to \$6,915,113.10. He explained that a four (4) year contract provides a longer term so that the successful contractor can purchase equipment and get a good foothold on the routes in the community. Administration is recommending GFL Environmental in the amount of \$1,861,321.08. He further advised that GFL is proposing to change the residential collection schedule from the current Monday to Friday roster to Monday to Thursday. GFL will be responsible for paying the costs associated with notifying residents of this change in schedule. He further advised

that commercial customers will see a decrease in their garbage service price if there is currently a small bin in place.

MO2016.163 Hansen-Zacharuk, Zariski moved to award the contract for both residential and commercial solid waste collection services to GFL Environmental Inc in the amount of \$1,861,321.08 for a four (4) year contract to expire on December 31st, 2020.

Discussion on Motion:

Deputy Mayor J. Garbutt asked if GFL intends to be part of the community. D. Drohomerski stated that GFL has indicated that they wish to become part of the community and their expectations will be to set up shop in Drumheller and hire local employees.

Vote on Motion:

Carried unanimously.

8.3. DIRECTOR OF CORPORATE SERVICES

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

13.1 Deputy Mayor Jay Garbutt - Sandstone Manor 2017 Budget

Deputy Mayor J. Garbutt presented the Sandstone Manor 2017 budget and advised that they are anticipating a better year than 2015 and expect a significant reserve payment this year as revenues are up. He explained that in 2015 not only did they see a turnover and significant reinvestment in terms of maintenance but also one suite was not rentable due to heaving of the basement floor. He further explained that the Manor is now in the position to rent all twenty suites and revenue will be better moving forward.

MO2016.164 Hansen-Zacharuk, Kolafa moved to accept the Sandstone Manor 2017 Budget as presented. Carried unanimously.

14.0 IN-CAMERA MATTERS MO2016.165 Shoff, Kolafa moved to go in camera at 5:52 PM. Carried unanimously.

14.1 Labour Matter

MO2016.166 McMillan, Hansen-Zacharuk moved to revert to Regular Council Meeting at 6:25 PM. Carried unanimously.

MO2016.167 Shoff, Zariski moved to approve the MOU between CUPE 135 and the Town of Drumheller, dated November 9th, 2016, as presented.

5 In Favour – Garbutt, Hansen-Zacharuk, Kolafa, McMillan, Shoff

1 Opposed – Zariski

Carried.

MO2016.168 Kolafa, Hansen-Zachurak moved to approve the MOU between CUPE 4604 and the Town of Drumheller, dated November 3rd, 2016, as presented.

5 In Favour - Garbutt, Hansen-Zacharuk, Kolafa, McMillan, Shoff

1 Opposed – Zariski

Carried.

There being no further business, the Deputy Mayor declared the meeting adjourned at 6:25 PM.

Chief Administrative Officer

Deputy Mayor