

Town of Drumheller COUNCIL MEETING AGENDA

**October 29, 2018 at following Organizational Meeting
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta**



Page

1.0 CALL TO ORDER

- 1.1 Councillor Lisa Hansen-Zacharuk to be sworn in as Deputy Mayor for the months of November and December, 2018.

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 3-6 5.1.1 Regular Council Meeting Minutes of October 15, 2018

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

- 7 8.1.1 Bylaw 14.18 being a bylaw to amend the Land Use Bylaw 10.08 Section 56 - Home Occupations - first reading

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

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 Councillor Fred Makowecki - Tax Incentive Discussion (Motion to Direct Administration)

13.2 Councillor Fred Makowecki - Downtown Building Paint Pallete

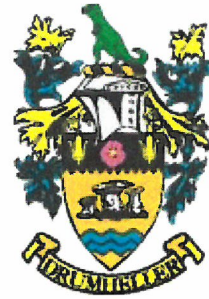
13.3 Councillor Jay Garbutt - Preliminary Budget Discussion

14.0 IN-CAMERA MATTERS

14.1 Land Matter - Plan 9211120 Block 1 Lot 4 (*FOIPP Section 23 Public Confidences*)

**Town of Drumheller
COUNCIL MEETING
MINUTES**

October 15, 2018, 2018 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne DeMott

Jay Garbutt

Lisa Hansen-Zacharuk

Fred Makowecki

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

ACTING DIRECTOR OF COMMUNITY SERVICES:

Darren Goldthorpe

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

ABSENT: Councillor Tony Lacher
Councillor Tom Zariski

1.0 CALL TO ORDER

Mayor Heather Colberg called the meeting to order at 4:30 PM.

2.0 MAYOR'S OPENING REMARK

Mayor Heather Colberg congratulated the Salvation Army on their 100th Anniversary and the grand opening of their new building.

Mayor Colberg stated that she spoke to the DVSS students this morning in promoting and encouraging everyone to endorse Council's vision to be the cleanest, friendliest, most sought after community in Alberta.

Mayor Colberg announced that Council's Annual Organizational Meeting will be held on October 29th, 2018.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Addition to Agenda: 14.3 Legal Matter (*FOIPP Section 23 – Local Public Body Confidences*)

MO2018.166 Hansen-Zacharuk, Garbutt 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 October 1, 2018

MO2018.167 Garbutt, DeMott moved to approve the Regular Council Meeting Minutes of October 1, 2018 as presented. Carried Unanimously.

5.2 MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of August 16, 2018
Municipal Planning Commission Meeting Minutes of August 30, 2018

Councillor J. Garbutt stated that in reviewing the minutes, he saw that three (3) retail cannabis stores have been approved in the downtown core. He explained that the Municipal Planning Commission operates within the authority of Council's direction and as such, Council's decision to remove the distance between retail cannabis stores has resulted in three cannabis stores being approved in the downtown core. He further stated that he does not feel that this was Council's vision for the downtown core. He explained that Council will have to provide future planning directives when it comes to the downtown core.

6.0 DELEGATIONS

6.1 Presentation by Economic Development Advisory Committee – Summer Manca
Summer Manca - Chair, Economic Development Advisory Committee stated that the Advisory Committee will provide an overview of their activities every eight (8) weeks. She stated that from their October 10th meeting, their focus will be on three (3) actions: Town logo refresh (Andy Neuman and Julia Fielding), color scheme for the downtown core (improvements to buildings similar to the Mainstreet Program), and blade signage (encourage business owners to install blade signs with a possible funding being provided under the Store Front Grant Program). She concluded by stating that the Economic Development Advisory Committee wants to be aligned with Council's opinions in the forefront. Councillor F. Makowecki stated that the Heritage, Arts and Culture Committee involvement in developing some design elements for the buildings in the downtown core would be welcomed. In response to a question from Council on the refresh of the Town's logo, Mayor Colberg explained that Andy Neuman has agreed to assist through the Royal Tyrrell Museum's consultant which results in cost savings for the Town.

Council thanked Summer for her presentation.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3 DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD – 2018 Reserve Bid

B. Miller advised that as part of the tax recovery process under the Municipal Government Act, properties with a tax caveat registered against them must be offered for public action one year after the date of the tax caveat. Section 419 of the Municipal Government Act states that Council must set a reserve bid for each property and the reserve bid must be as close to market value as possible.

MO2018.168 Garbutt, Hansen-Zacharuk moved that Council set the assessed value as the reserve bid price for properties for the January 25, 2019 tax recovery action. Furthermore, the successful bidder must pay via cash, or cash equivalent. Carried unanimously.

In response to a question from Council on what other tools are needed to strengthen tax collection process, B. Miller recommended that Council consider a Mobile Home Tax Collection Bylaw. She stated that she can prepare a draft bylaw whereby the property owner must collect and submit payment for those properties that are within a mobile home park. In response to the Mayor's request on what options are available to property owners in the tax recovery process, B. Miller explained that tax arrears do not have to be paid in full by January 25th if the property owner enters into a tax agreement to amortize the arrears over 36 months which prevents the property from moving forward for public sale. She further explained that there are some perimeters when it comes to the auction with one being that the property gets set at the minimum value. If the property was sold at a public auction, the funds are divided with the property arrears and other related costs going to the municipality and the balance going to the property owner and /or those who have a registered interest on title. She stated that anyone can pay a property's tax arrears on behalf of a property owner.

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 Round Table

Councillor Jay Garbutt, as appointee to the RDRMUG, explained that the Charter is an affirmation for the member municipality to develop priorities for source water (defined as all water that enters the water treatment system). He explained that each member municipality has been asked to identify threats and action plans for their municipality. He stated that of the universal list prepared and presented by the member municipalities, the Town will focus on flood management, drought preparedness plan and the development of a storm water management plan as priorities for Drumheller. He stated that unless Town Council wished to present other priorities, he recommended that the Town sign off on the Charter with those priorities identified for Drumheller.

14.0 CLOSED MEETING MATTERS

MO2018.169 Hansen-Zacharuk, DeMott moved to go into closed meeting of Council at 5:00 PM. Carried unanimously.

14.1 Labour Matter (*FOIPP Section 23 – Local Public Body Confidences*)

14.2 Land Matter (*FOIPP Section 23 – Local Public Body Confidences*)

14.3 Legal Matter (*FOIPP Section 23 – Local Public Body Confidences*)

MO2018.170 Hansen-Zacharuk, DeMott moved to revert to open meeting of Council at 6:38 PM. Carried unanimously.

There being no further business, Mayor Heather Colberg adjourned the meeting at 6:38 PM.

Chief Administrative Officer

Mayor

TOWN OF DRUMHELLER

BYLAW NUMBER 14.18

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 639 of the ***Municipal Government Act***, RSA 2000, Chapter M-26, the Council of the Town of Drumheller (hereinafter called the Council), has adopted Land Use Bylaw No. 10-08;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw 10-08; and

NOW THEREFORE the Council hereby amends Land Use Bylaw No. 10-08 as follows:

- 1. In Part VII, General Land Use Regulations, Section 56. "Home Occupations", (b), remove the following sentence:**
 - (b) "An applicant shall seek renewal for a home occupation permit each year from the date of issue of the prior development permit"
- 2. In Part VII, General Land Use Regulations, Section 56. "Home Occupations", add the following proceeding (b):**
 - (c) "A permit issued for a home occupation does not need to be renewed each year if there are no changes to the conduct of the home occupation that departs from the description in the application or from any other conditions or restrictions imposed in the permit."
- 3. Repaginate and renumber as required.**
- 4. This Bylaw will come into full force and effect on the date of final passing thereof.**

READ A FIRST TIME THIS 29th DAY OF October, 2018

READ A SECOND TIME THIS ____ DAY OF _____, 2018.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER