

**Town of Drumheller
COUNCIL MEETING
MINUTES**

March 18, 2019, at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne De Mott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF INFRASTRUCTURE SERVICES

Dave Brett

DIRECTOR OF PROTECTIVE / EMERGENCY SERVICES:

Greg Peters

COMMUNICATIONS OFFICER/ECONOMIC DEVELOPMENT OFFICER:

Julia Fielding

RECORDING SECRETARY:

Linda Handy

1. CALL TO ORDER

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

2. MAYOR'S OPENING REMARK

Mayor Colberg congratulated the Drumheller Dragons Hockey Team for their successful season.

Mayor Colberg announced the following community events:

Drumheller Chamber of Commerce Annual General Meeting on March 27th at 7:00 PM
at BCF

Drumheller Music Festival from April 8 to 18, 2019

Volunteer Recognition Event - April 9th

Drumheller Legion - Jake's Gift on May 11th at 8:00 PM at the BCF

Mayor welcomed Dave Brett as the Town's new Director of Infrastructure Services.

Mayor Colberg announced that the Council Committee of March 25th, 2019 will be cancelled.

3. ADOPTION OF AGENDA

MO2019.28 Hansen-Zacharuk, Demott moved to adopt the agenda as presented. Carried unanimously.

4. MINUTES

4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

4.1.1. Regular Council Meeting Minutes of February 19, 2019

MO2019.29 Lacher, Zariski moved to adopt the Regular Council Meeting Minutes of February 19, 2019 as presented. Carried unanimously.

4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

Municipal Planning Commission Meeting Minutes of January 25, 2019

Municipal Planning Commission Meeting Minutes of February 14, 2019

4.3. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

6. REQUEST FOR DECISION REPORTS

6.1. CAO

6.1.1 2019 – 2021 Operating Budget Approval

D. Drohomerski advised that Administration is seeking adoption of the 2019 Tax Supported Operating Budget in accordance with Section 242(1) of the MGA. As a result of combined efforts, Administration worked hard to find a 5% reduction in operating costs and achieved a 4.9% reduction in expenses. Further to this, new asks from Council and Administration resulted in an addition of \$377,000 in operating costs. Reduction in expenses include: close the BCF on 6 general holidays (Good Friday, Easter Monday, Victoria Day, Heritage Day, Labour Day and Thanksgiving; reduce the BCF operating hours by closing 1 hour earlier per day (9:00 PM on weekdays, 7:00 PM on Saturday and Sunday; and reduce the operating season of the outdoor pool (to be open from last week of June to Labour Day) – these small operational adjustments resulted in close to \$30,000 in savings. As a result of these combined efforts, there will be a 1.9% increase to the municipal property tax requisition.

MO2019.30 Makowecki, Zariski moved to adopt the 2019 Tax Supported operating budget as presented reflecting a municipal property tax requisition of \$8,884,435.00.

Councillor Garbutt stated that the recommendations on efficiencies that would have the least impact with savings achieved came from Manager of the Recreation Facilities. He

further stated that he was pleased that Administration has provided the culture of new ways of doing things at lower operating costs. He also stated that the operating budget includes measures to bring Council compensation to an acceptable level resulting from a change imposed on wages for elected official from the Federal government. Councillor T. Zariski stated that this Council has seen more requests from organizations within the community than ever before in one year and Council has tried to come up with a way to support the asks by giving a hand where needed. Mayor Colberg stated that Council is proud of every department for cutting the operating costs. She further stated that these savings will help to implement Council's strategic plans and help the community to advance.

Vote on Motion: Carried unanimously.

6.1.2 Bylaw 17.18 being a bylaw for the purpose of implementing a non residential development incentive program for the Town of Drumheller – second and third readings

D. Drohomerski advised that an Open House was held on March 28th to introduce the tax incentive bylaws to the public. He stated that Bylaw 17.18 allows for a tax incentive for a one year waiver of municipal taxes for new development up to a maximum of \$25,000 or for renovations up to a maximum of \$50,000 new assessment. He further stated that the bylaw received first reading on November 26, 2018 and he recommended that Council proceed to second and third readings.

MO2019.31 Zariski, Lacher moved second reading of Bylaw 17.18. Carried unanimously.

MO2019.32 DeMott, Makowecki moved third reading of Bylaw 17.18. Carried unanimously.

6.1.3 Bylaw 19.18 being a bylaw for the purpose of waiving fees for new businesses in existing non residential vacant buildings within the Town of Drumheller – second and third readings

D. Drohomerski advised that Bylaw 19.18 received first reading on November 26, 2018 and would benefit the tenant not the building owner. He explained that the bylaw proposes to waive the business license fee and development fee for a tenant occupying a vacant building. He recommended that Council proceed to second and third readings.

MO2019.33 Hansen-Zacharuk, Makowecki moved second reading of Bylaw 19.18. Carried unanimously

MO2019.34 Makowecki, Garbutt moved third reading of Bylaw 19.18. Carried unanimously

6.1.4 Bylaw 22.18 being a bylaw for the purpose of implementing a non residential tax incentive program for owners of existing non residential vacant buildings within the Town of Drumheller – second and third readings

D. Drohomerski advised that Bylaw 22.18 received first reading on December 10, 2018 and proposes to provide a tax incentive for owners of existing non residential buildings

that have been vacant for one year and the business owner provides proof of start-up of a new business. He further explained that cancellation of property tax in second year of business requires an application to Council. He recommended that Council proceed to second and third readings.

MO2019.35 Zariski, Lacher moved second reading of Bylaw 22.18. Carried unanimously.

MO2019.36 Garbutt, Lacher moved third reading of Bylaw 22.18. Carried unanimously.

6.1.5 Bylaw 01.19 being the Municipal Emergency Management Plan – first reading

D. Drohomerski stated Bylaw 01.19 has been updated in accordance with new legislation. He further stated that a draft was presented to Council on February 25, 2019 and the reference to David Thompson Health Region has been removed. He recommended that Council proceed to first reading of Bylaw 01.19.

MO2019.37 DeMott, Hansen-Zacharuk moved first reading of Bylaw 01.19. Carried unanimously.

6.1.6 Bylaw 02.19 being a bylaw for the purposes of respecting the safety, health and welfare of people, and the protection of people and property within the Town of Drumheller (Public Behavior Bylaw) – first reading

D. Drohomerski stated that Bylaw 02.09 results from sections of the former Community Standards Bylaw being removed that deals with public behavior rather than property standards. He further stated that the draft bylaw was presented to Council on February 11, 2019. He recommended that Council proceed to first reading of Bylaw 02.19.

MO2019.38 Lacher, Hansen-Zacharuk moved first reading of Bylaw 02.19. Carried unanimously.

6.1.7 Bylaw 04.19 being the Tourism Corridor Bylaw

D. Drohomerski presented Bylaw 04.19 being a bylaw for the purposes of establishing property standards at a higher level of care for properties along Drumheller's Tourism Corridor which includes properties within the downtown core and along Highways 9, 10, 575 and 838 (as identified on the attached map). He stated that the bylaw was originally presented to Council as a draft in February 11, 2019.

Further to a Public Consultation held on February 28th, he referred to the Tourism Corridor map and advised that an amendment is required to Priority Area 1 as follows:

Priority Area 1: Hwy 10 from 1st Avenue North / Rosedale Industrial Road to Mabbott Road (Rosedale);

Priority Area 2: Hwy 10 from Town of Drumheller Water Treatment Plant to Rosedale Industrial Road.

He further stated that concerns were brought forward by the public and they have been addressed. With regards to why signage provisions are needed, D. Drohomerski explained that signage under the LUB is for new development and enforcement under the LUB would involve stop orders. Signage requirements under the Community

Standards and Tourism Corridor Bylaws allows the Town to be proactive in dealing with infractions with remediation of the issues dealt with more quickly.

MO2019.39 Zariski, Lacher moved second reading of Bylaw 04.19 as amended.

Councillor L. Hansen-Zacharuk questioned whether Priority Area 1 should include 5th Street East as several events utilize this roadway including Gran Fondo and the July 1st Parade. D. Drohomerski advised that all properties not included in the Priority Area 1 Tourism Corridor are required to comply with the standards within the Community Standards Bylaw. He further explained that these routes can be included on the Tourism Corridor in the future should Council feel it is necessary. Councillor F. Makowecki stated that there appears to be confusion with the green space between businesses and whether these businesses fall under the Tourism Corridor. D. Drohomerski stated that if the properties are in the line of sight, they are included along the Tourism Corridor. Councillor T. Zariski explained that he spoke with residents at the Open House and said to them that the main routes tourists travel should be the Town's first impression routes. Councillor J. Garbutt concurred stating that with Council's vision comes some expectations to live up to the vision.

Vote on Motion: Carried unanimously

MO2019.40 Hansen-Zacharuk, Garbutt moved third reading of Bylaw 04.19 as amended. Carried unanimously.

6.1.8 Bylaw 05.19 being the Supplementary Tax Bylaw under Part 10 of the MGA – first reading

D. Drohomerski presented Bylaw 05.19 which authorizes supplementary assessment for improvements during the taxation year of an improvement. He further explained that in December, the assessor reviews development applications and assesses the development at the point of construction at that time, including machinery and equipment. He recommended that Council proceed to first reading.

MO2019.41 DeMott, Lacher moved first reading of Bylaw 05.19. Carried unanimously.

6.1.9 Rescind MO2019.23 and MO2019.24 pertaining to second reading of the Community Standards Bylaw 07.18

D. Drohomerski explained that Bylaw 07.18 did not receive first reading and as such two motions: MO2019.23 and MO 2019.24 would have to be rescinded bringing the bylaw back to draft and a new number assigned for 2019.

MO2019.42 Hansen-Zacharuk, Zariski moved to rescind MO2019.23. Carried unanimously.

MO2019.43 Garbutt, Hansen-Zacharuk moved to rescind MO2019.24. Carried unanimously.

6.1.10 Bylaw 06.19 being the Community Standards Bylaw – first reading

D. Drohomerski advised that the Community Standards Bylaw was presented to Council in draft on December 3, 2018 and February 19, 2019. He recommended that Council proceed to first reading of Bylaw 06.19.

MO2019.44 Garbutt, Hansen-Zacharuk moved first reading of Bylaw 06.19. Carried unanimously.

6.1.11 Bylaw 07.19 being a bylaw to amend Penalty on Unpaid Taxes

D. Drohomerski presented Bylaw 07.19 with amended wording as recommended by Council that will allow bank transaction dates as the date received by the municipality. He further advised that any penalties imposed on September 1st will be waived due to hospitalization or death of a property owner, both subject to proof of evidence. He recommended that Council proceed to first reading.

MO2019.45 Zariski, Lacher moved first reading of bylaw 07.19. Carried unanimously.

6.1.12 Council Policy – Safety Policy

D. Drohomerski presented the Safety Policy which is reviewed and approved annually by Council.

MO2019.46 Lacher, Hansen-Zacharuk moved to approve Safety Policy C-01-19 as presented. Carried unanimously.

6.1.13 RFD – Appointment to the Economic Development Advisory Committee

D. Drohomerski stated that a vacancy exists on the Economic Development Advisory Committee resulting from the retirement of Mike Todor. Tony Ibrahim has submitted an application to serve in this capacity.

MO2019.47 DeMott, Makowecki moved to approve the appointment of Tony Ibrahim to the Economic Development Advisory Committee for a three year term to expire on the date of Council's Organizational Meeting in 2021.

MO2019.48 Garbutt, Hansen-Zacharuk moved to go in closed Council meeting at 5:15 PM under the *FO/PP Act* Section 23 -Local Public Body Confidences. Carried unanimously.

MO2019.49 Makowecki, Hansen-Zacharuk moved to revert to Regular Council Meeting at 5:21 PM. Carried unanimously.

Vote of MO2019.47: Carried unanimously.

6.1.14 RFD – Appointment to Heritage, Arts and Culture Committee

D. Drohomerski stated that Riddel Wiebe has submitted an application to serve on the Heritage, Arts and Culture Committee.

MO2019.50 Hansen-Zacharuk, Lacher moved to approve the appointment of Riddel Wiebe to the Heritage, Arts and Culture Committee with no fixed term. Carried unanimously.

6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

6.3 DIRECTOR OF INFRASTRUCTURE SERVICES

6.4 DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.5 REVIEW OF STRATEGIC BUSINESS PLAN WORK PRIORITIES

Community Profile / Promo Piece - J. Fielding advised that the profile has been reviewed and changes as recommended by Council have been made however a few more changes are needed. The profile will be sent to Council within the next few days. Economic Development Strategy Action Plan - Councillor F. Makowecki presented the Top 10 Priorities as brought forward by the Economic Development Advisory Committee as follows: 1) Hire Full Time Senior EDO (completed); 2) Secure a full time position for a Communications & Marketing Officer (completed); 3) Business Investment and Attraction Program – follow through with key actions identified in the plan – Community Profile and EcD Team and Concierge; 4) Land and Real Estate Inventory – improve relationship with realtors / developers; 5) Positive Image Campaign Perception Change Campaign / Good News Stories: actively influence internal and external perceptions of Town and community; improve citizen knowledge – engagement around town; coffee with Council; buy local / think local first campaign; and annual business walk; 6) Branding Exercise – consistent marketing materials, accurate data, sophisticated image – EcD website; 7) Develop Cost / Service Model and Develop consistency in business licensing requirements: request information on business license applications to serve your needs re: business information; and tax information sheet; 8) Carrot and Stick re: derelict buildings: building wraps to enhance appearance of empty buildings; potential incentives for beautification and architectural controls for downtown; 9) Take CAEP Municipal Business Friendliness Training; and 10) Tourism Business Awards & Re-ignite Signature Event: invite other communities/businesses to attend; invite culture and tourism – further relationships; and invite CATA, CAEP and Access Prosperity.

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

11. NOTICE OF MOTION

12. COUNCILLOR REPORTS

Round table

Councillor L. Hansen-Zacharuk announced that Hope College's AGM will be held on March 26th and they will be looking for a new President. She asked residents if they are interested in this position to speak with her.

Councillor T. Zariski announced that a new SL4 supported living facility may be imminent.

Councillor F. Makowecki thanked everyone for their involvement in securing funding for flood mitigation application. Mayor Heather Colberg echoed Councillor Makowecki's words and extended a special thanks to Darwin Durnie and Michelle Tetreault for their efforts.

13. IN-CAMERA MATTERS

14. ADJOURNMENT

There being no further business, Mayor Colberg adjourned the meeting at 5:36PM.

Chief Administrative Officer

Mayor