

# **Town of Drumheller COUNCIL MEETING AGENDA**

January 4, 2010 at 4:30 PM  
Council Chamber, Town Hall  
703-2nd Ave. West, Drumheller, Alberta



## **1.0 CALL TO ORDER**

- 1.1 Councillor Karen Ann Bertamini to be sworn in as Deputy Mayor for the months of January and February, 2010

## **2.0 MAYOR'S OPENING REMARK**

- 2.1 Proclamation - Drumheller Crime Stoppers' Month - January, 2010
- 2.2 Proclamation - Family Literacy Day - January 27th

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

## **5.0 MINUTES**

### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

- 5.1.1 Regular Council Meeting Minutes of December 21, 2009

### **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 01.10 being the 2010 Borrowing Bylaw (Line of Credit)
- 8.1.2 Bylaw 02.10 (Drumheller Housing Association Borrowing Bylaw)

### **8.2. Director of Infrastructure Services**

## **8.2. Director of Infrastructure Services**

8.2.1 RFD - Municipal Sponsorship Grant Application

## **8.3. Director of Corporate Services**

8.3.1 RFD - Business Licence Fee Schedule

## **8.4. Director of Community Services**

## **9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

## **10.0 PUBLIC HEARING DECISIONS**

## **11.0 UNFINISHED BUSINESS**

## **12.0 NOTICES OF MOTIONS**

## **13.0 COUNCILLOR REPORTS**

## **14.0 IN-CAMERA MATTERS**

14.1 Personnel Matter

## ***Agenda Item # 2.1***

### **Proclamation**

Crime Stoppers is a citizen, media and police co-operative program designed to involve the public in the fight against crime. Crime Stoppers provides citizens with a vehicle to anonymously supply the police with information about a crime or potential crime. A reward is offered to anyone providing anonymous tips, which lead to arrest, the recovery of stolen property or the seizure of drugs. Drumheller Crime Stopper helps identify, prevent, solve and reduce crime.

Whereas: Since 1982, Calgary Crime Stoppers of which Drumheller Crime Stoppers is a partner has helped to recover over \$13 million dollars in stolen property, assisted in the seizure of more than \$209 million in illegal drugs and has cleared over 11 thousand cases with over 5,200 arrests;

Whereas: Crime Stoppers is an invaluable community service that enables anyone with details of criminal activity to pass them on anonymously, without fear of exposure or retribution;

Whereas: The Calgary Crime Stoppers Association is a registered not-for-profit organization and is responsible for raising funds, public awareness and the disbursements of rewards.

On behalf of Town Council and the citizens of Drumheller, I hereby proclaim the month of January 2010 as;

**“Crime Stoppers Awareness Month”**

Bryce Nimmo  
Mayor

## Agenda Item # 2.2



Drumheller Family Literacy  
Box 998  
Drumheller, AB  
T0J 0Y0  
PH. 403-823-7969  
Fax. 403-823-7086  
Email [buildingblocks@oldscollege.ca](mailto:buildingblocks@oldscollege.ca)

December 3, 2009

Mayor Mr. Nimmo  
703 – 2<sup>nd</sup> Ave. W.  
Drumheller, AB  
T0J 0Y3

Dear Mr. Nimmo

In partnership with Drumheller and District Further Education, Drumheller Literacy Project, Drumheller Family Literacy and the Family Fun Night Committee and residents of Drumheller we are committed to seeing children and adults prosper. Each year on January 27, many children and adults across Canada celebrate Family Literacy Day by participating in activities designed to promote reading and learning as a family. This special day communicates the important message to children and parents in our community that the reading and learning habits we develop at an early age set the stage for our success later in life.


I am writing to request that you recognize January 27 as Family Literacy Day in Drumheller. An official recognition of January 27 as Family Literacy Day will serve to reinforce our government's commitment to literacy and to securing a solid foundation for our children.

We would also like to extend an invitation to you and the council to experience Family Literacy Day for yourselves. We will be holding a Family Literacy Carnival at the Civic Centre on January 23, 2010 from 2 to 4P.M. to celebrate. We would be honored to have you open the celebration. If you could start off the afternoon with a welcome and possibly why literacy is important to you and how it plays a role in your family that would be great. You could add any of the following comments if you wish:

- Family literacy includes all the talking, singing, rhyming, reading that happens throughout the day with your children.
- Parents/caregivers are the first teachers of their children and sometimes the journey is a challenge.
- It is intergenerational, as grandparents, aunts, uncles can play important roles on this learning journey
- Organizations like Drumheller Family Literacy are here to help you on your way with creative age appropriate activities for families.

Thank you for your consideration of this proposal. I will follow up with you in a few days to discuss this great opportunity.

Sincerely,

  
Louise Henrickson  
Family Literacy Coordinator

**Proclamation of Family Literacy Day**

WHEREAS solid literacy skills are vital to our social and economic development as a town;

AND WHEREAS research shows that parents have a strong influence on the literacy development of their children;

AND WHEREAS family literacy programs serve to secure a solid learning foundation for our children;

AND WHEREAS family learning helps maintain the literacy levels of adults and encourages the development of lifelong readers and learners;

NOW THEREFORE, I \_\_\_\_\_ [official's name and title]  
do HEREBY PROCLAIM January 27 as

"Family Literacy Day" in the town of Drumheller

\_\_\_\_\_  
[signature and name of official]

Dated \_\_\_\_\_

For Approval

## Town of Drumheller COUNCIL MEETING MINUTES

December 21, 2009 at 4:30 PM  
Council Chamber, Town Hall  
703-2nd Ave. West, Drumheller, Alberta



### **PRESENT:**

#### **MAYOR:**

Bryce Nimmo

#### **COUNCIL:**

Andrew Berdahl

Karen Bertamini

Don Guidolin

Sharel Shoff

#### **CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

#### **DIRECTOR OF INFRASTRUCTURE SERVICE**

Allan Kendrick

#### **DIRECTOR OF CORPORATE SERVICES:**

Micheal Roy

#### **RECORDING SECRETARY:**

Linda Handy

#### **ABSENT:** Councillor Blaine McDonald

Councillor Terry Yemen

### **1.0 CALL TO ORDER**

### **2.0 MAYOR'S OPENING REMARK**

- 2.1 Mayor B. Nimmo presented a letter from Hon. Ray Danyluk, Minister of Alberta Municipal Affairs announcing the continuation of funding for emergency management training for 2009/10 under the Municipal Sponsorship Program.
- 2.2 Mayor B. Nimmo presented a letter from Hon. Ray Danyluk, Minister of Alberta Municipal Affairs advising that the 2010/11 funding levels are expected to be roughly the same as in 2009/10 for the MSI, Policing Assistance Grant and Family and Community Support Services programs.
- 2.3 Mayor B. Nimmo announced that the Council Committee Meeting scheduled for December 28, 2009 has been cancelled.

### **3.0 PUBLIC HEARING**

**For Approval**

Council Meeting Minutes  
December 21, 2009

## **4.0 ADOPTION OF AGENDA**

**MO2009.219** Shoff, Guidolin moved to approve 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 December 7, 2009**

**MO2009.220** Shoff, Berdahl moved to approve the regular Council meeting minutes of December 7, 2009. Carried unanimously.

### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

#### **5.2.1 Municipal Planning Commission Minutes of November 26, 2009**

## **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 RFD - 2010 Capital Budget**

R. Romanetz advised that Administration presented the Town's 2009 Capital Plan to Council for review on December 14th. He explained that the capital plan outlines the capital priorities for the Town for 2009 and also identifies how these priorities are funded. He further advised that the Multi Year Plan (2011-2020) and Capital Financing Strategy have not been completed and it is expected that Administration will present these documents to Council by February 2010. He stated that Administration is looking for authorization to proceed with the 2010 Project Plan to ensure that the tendering process is not delayed and the competitive edge is not lost. He stated that the 2010 Project Plan includes \$37,278,873 in spending and the majority of projects are subject to funding confirmations from the Province. He further explained that any projects subject to funding from the Province will not proceed without

For Approval

Council Meeting Minutes  
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confirmation. He stated that in some cases, borrowing bylaws need to be in place before projects proceed as well. He further explained that since the review meeting, the addition of scales for Community Enforcement has been included (with the deletion of the purchase for a new 1/2 ton truck). He stated that the new Community Enforcement Supervisor is qualified for weights and measures and will be taking on these responsibilities effective January 1st.

**MO2009.221** Bertamini, Shoff that Council approve the 2010 Project Plan, totalling \$37,278,873 in expenditures, as presented.

Councillor K. Bertamini stated that in the past, weights and measures responsibilities were covered by a separate person and she questioned whether an increase in the number of officers is required to cover off this component of Community Enforcement. R. Romanetz stated that Darcy Nundahl will take on this responsibility as part of his ongoing duties and he will be delegating some responsibilities to the two other officers. He stated that he does not foresee these hours, which may result in 5% of the normal hours, interfering with the regular duties. He further explained that he has requested a copy of the Community Enforcement Work Plan for Council which identifies different work hours over and above the regular 8:00 AM - 4:30 PM hours. He stated that a meeting will be held in the new year with the surrounding municipalities to review the weights and measures enforcement duties.

Vote on Motion: Carried unanimously.

### 8.1.2 RFD - Historical Designation

R. Romanetz advised that Council has discussed this matter in the past with direction given to Administration for a report by year end. He provided an overview of the report prepared by P. Salvatore. R. Romanetz advised that he along with P. Salvatore toured the downtown area with representatives from the Municipal Heritage Program, following which a meeting was held with the Chamber and Town Administration on clarification of the program. He stated that the representatives from the program felt that Drumheller had a significant number of historical type buildings that would fit their program. He explained that the key considerations are the cost and requirements attached to the program. The first step is the completion of a Heritage Inventory (80% of the downtown buildings would qualify under the program guidelines). He further explained that the total project cost is \$50,000 plus, of which \$30,000 plus could be funded by partners including the Chamber of Commerce, Community Futures, individual property owners and the Town. The range of financial commitment for the Heritage inventory depends on the number of properties included. The current estimate is \$1,500 per property (would cover 33 properties with a total net cost of \$30,000). The remaining \$20,000 is available via a Provincial Grant.

R. Romanetz stated that the application must be initiated by the municipality. He further noted that a Designation Bylaw would have to be passed. He



## Agenda Item # 5.1.1

**For Approval**

Council Meeting Minutes  
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stated that the property owners must be on side so that they can access funding and a caveat would be registered against the property (the Town can not force property owners to participate in the program). The owner can only retrofit their building in accordance with the program guidelines - once the buildings are designated, there is funding available - up to \$50,000 twice per year (matching dollars) - the dollars would have to be used to ensure that the standards are met. Their matching portion can be used to upgrade heating and electrical to Safety Codes compliant. He further explained that the main appearance of the building has to be maintained so that the historical component is front and center.

R. Romanetz advised that Alberta Culture and Community Spirit manages the Alberta Main Street Program in addition to the Municipal Heritage Partnership Program. He further advised that although the Town of Drumheller was a participant in the Main Street Program in the early 1990's, there is no commitment to sign on to the Main Street Program at this time. He explained that the Main Street Program requires significant contributions from a majority of property owners, while a Heritage Designation policy could serve the Town's interest on a case by case basis. He stated that the key requirements of the Main Street Program is the hiring of a coordinator. He explained that although the Town initially heard that the Chamber was interested in hiring this individual it would only be on a fee for service availability. There are no dollars budgetted for this position in 2010.

R. Romanetz explained that although the Town would make the Municipal Heritage Partnership Program application, the Town could search out other partners, including the building owners themselves to help offset the costs. He stated that Administration has not contacted any business owners to determine interest. He stated that the program representatives saw potential to upgrade the buildings from a heritage point of view, tourism and economic benefits.

**MO2009.222** Bertamini, Guidolin moved that in order to encourage the development of business related to tourism, economic growth and downtown revitalize, Council directs Administration to seek funding partners in the preparation of a Heritage Inventory.

In response to a question from Council, R. Romanetz advised that the Chamber has shown interest in the program but he is not aware of their intentions to contribute any dollars. Councillor K. Bertamini stated that the Town and Chamber need to ask the building owners to be partners. R. Romanetz stated that Administration will communicate the program requirements and obligations with the Chamber and businesses to assess their interest.

Vote on Motion: Carried unanimously.

8.1.3 RFD - Drumheller Public Library Appointment to the Marigold Library System

**For Approval**

Council Meeting Minutes  
December 21, 2009

R. Romanetz advised that the Town has received a request from the Drumheller Public Library Board to appoint Laura Clavette as the Town's representative to the Marigold Library System with the alternate being Peter Glossop. He further advised that Ingrid Thornton who served in this capacity has resigned from the Drumheller Public Library Board.

**MO2009.223** Shoff, Guidolin that Council approve the appointment of Laura Clavette as the Town of Drumheller's representative to the Marigold Library System with Peter Glossop as the Alternate. Carried unanimously.

Mayor and Council extended their appreciation to Ingrid for her service to the Library Board. Councillor K. Bertamini stated that Ingrid was a very dedicated volunteer and requests that the Mayor send her a letter of thanks.

## **8.2. Director of Infrastructure Services**

## **8.3. Director of Corporate Services**

### **8.3.1 RFD - Vacation Policy**

M. Roy advised that Council has reviewed this matter in the past and requested Council's direction. He provided options for Council's consideration.

**MO2009.224** Shoff, Berdahl moved that the Town pay out all staff who are in excess of their annual entitlement plus 5 days totalling \$234,843.00.

Councillor A. Berdahl asked that the Vacation Policy be followed in the future. In response to a question from Council, M. Roy advised that the payout does not affect a large number of individuals in the organization.

Councillor K. Bertamini asked for an amendment that would allow the staff the opportunity to choose their vacation pay or take their vacation. Council disagreed to the amendment as the taking of vacation would carry over into 2010 and it would be at their new rate for that year. Councillor K. Bertamini stated that she would not support the motion because the option of taking the vacation was given to staff.

4 in favour - Nimmo, Shoff, Berdahl, Guidolin  
1 against - Bertamini

Vote on Motion: Carried.

## **8.4. Director of Community Services**

# ***Agenda Item # 5.1.1***

***For Approval***

Council Meeting Minutes  
December 21, 2009

## **9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

## **10.0 PUBLIC HEARING DECISIONS**

## **11.0 UNFINISHED BUSINESS**

## **12.0 NOTICES OF MOTIONS**

## **13.0 COUNCILLOR REPORTS**

## **14.0 IN-CAMERA MATTERS**

There being no further business, the Mayor adjourned the meeting at 5:33 PM.

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MAYOR

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CHIEF ADMINISTRATIVE  
OFFICER

# Agenda Item # 8.1.1



## Request for Decision

<b>Date:</b>	21 Dec 2009		
<b>Meeting Type:</b>			
<b>Topic:</b>	2010 Borrowing Bylaw - Line of Credit		
<b>Proposal:</b>	Section 256 of the Municipal Government Act allows Council to authorize borrowings for operating expenditures, as long as the amount borrowed does not exceed the amount of taxes the municipality estimates will be raised in the year of borrowing. The Town estimates that tax revenue will be in excess of \$6,000,000 for 2010, this bylaw authorizes a line of credit of \$2,020,000.		
<b>Proposed by:</b>	Roy, Michael		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>	<ul style="list-style-type: none"> <li>• Allows the Town to borrow funds for operations, while awaiting revenues to come in.</li> <li>• Allows timely payments to Town suppliers</li> </ul>		
<b>Disadvantages:</b>	<ul style="list-style-type: none"> <li>• There are borrowing costs when the Town accesses the line of credit</li> </ul>		
<b>Alternatives:</b>	<ul style="list-style-type: none"> <li>• Council pass Bylaw No. 01.10</li> <li>• Council defeats ByLaw No. 01.10</li> </ul>		
<b>Finance/Budget Implications:</b>			
<b>Operating Costs:</b>		<b>Capital Costs:</b>	
<b>Budget Available:</b>		<b>Source of Funds</b>	
<b>Budget Cost:</b>		<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>	Copies of bylaw will be forwarded to the Chinook Credit Union to authorize the line of credit.		
<b>Recommendations:</b>	Council pass Bylaw No. 01.10		

## Agenda Item # 8.1.1

Report Writer:	Roy, Michael
Position:	Director of Corporate Services
	CAO:

# Agenda Item # 8.1.1

## Town of Drumheller Bylaw No. 01.10

### Being a Bylaw of the Town of Drumheller for the Purpose of Borrowing Monies as Permitted by Section 256 of the Municipal Government Act.

WHEREAS the Council of the Town of Drumheller (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Covering operating expenses pending the collection of monies growing due.

NOW THEREFORE pursuant to the provisions of The Municipal Government Act, it is hereby enacted by the Council of the Corporation as a bylaw that:

1. The Corporation borrow from Chinook Credit Union ("Chinook") up to the principal sum of \$2,020,000.00 repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by Chinook, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - (a) to apply to Chinook for the aforesaid loan to the Corporation and to arrange with Chinook the amount, terms and conditions of the loan and security or securities to be given to Chinook;
  - (b) as security for any money borrowed from Chinook
    - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - (ii) to give or furnish to Chinook all such securities and promises as Chinook may require to secure repayment of such loans and interest thereon; and
    - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of Chinook of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other

# Agenda Item # 8.1.1

Town of Drumheller  
Bylaw No. 01.10  
Page 2

documents or contracts necessary to give or to furnish to  
Chinook the security or securities required by it.

3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from Chinook are:  
  
Taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in The Municipal Government Act.
5. In the event that The Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and Chinook is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligations executed by the officers designated in paragraph 2 hereof and delivered to Chinook will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and Chinook will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. Town of Drumheller Bylaw No. 01.09 is hereby repealed.
7. This Bylaw comes into force on the final passing thereof.

READ A FIRST TIME THIS \_\_\_\_ day of \_\_\_\_\_

READ A SECOND TIME THIS \_\_\_\_ day of \_\_\_\_\_

READ A THIRD TIME THIS \_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chief Elected Officer

(SEAL)

\_\_\_\_\_  
Chief Administrative Officer

12/21/09

N:\shared\Engineering\DOCUMENT\BYLAW\2010\Bylaw 01-10 Borrowir



## Request for Decision

<b>Date:</b>	21 Dec 2009		
<b>Meeting Type:</b>	Regular Council		
<b>Topic:</b>	2010 Drumheller Housing Association - Borrowing Bylaw		
<b>Proposal:</b>	<p>Drumheller Housing Administration (DHA) manages the low income and affordable housing projects for the Town of Drumheller. Due to funding timing from the Province, DHA encounters a cash flow crunch early in the calendar year.</p> <p>This bylaw would loan DHA \$50,000 at 0% interest repayable 6 months from date of third reading.</p> <p>Administration is presenting Bylaw 02.10 for first reading, after which the bylaw will be advertised for 2 consecutive weeks as required under the MGA.</p>		
<b>Proposed by:</b>	Roy, Michael		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>	Provides funds so that DHA can continue to maintain the properties.		
<b>Disadvantages:</b>			
<b>Alternatives:</b>	<ul style="list-style-type: none"> <li>• Council give first reading to Bylaw 10.02</li> <li>• Council accepts the Bylaw as information</li> </ul>		
<b>Finance/Budget Implications:</b>	n/a		
<b>Operating Costs:</b>		<b>Capital Costs:</b>	
<b>Budget Available:</b>		<b>Source of Funds</b>	
<b>Budget Cost:</b>		<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>	The bylaw will be advertised for 2 weeks in the Town Page.		
<b>Recommendations:</b>	Council give first reading to Bylaw 10.02		
<b>Report Writer:</b>	Roy, Michael		
<b>Position:</b>	Director of Corporate Services		



## Agenda Item # 8.1.2

CAO:

A handwritten signature in black ink, appearing to read "M. Donant", is written over a horizontal line.

## Agenda Item # 8.1.2

### TOWN OF DRUMHELLER

#### BYLAW NO. 02.10

**BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA TO PROVIDE A LOAN TO THE DRUMHELLER HOUSING ADMINISTRATION.**

**WHEREAS** a municipality may lend money to a controlled corporation pursuant to section 265 of the Municipal Government Act (Alberta);

**AND WHEREAS** the Drumheller Housing Administration, a controlled corporation, have requested that the Town of Drumheller provide a loan to them;

**AND WHEREAS** the proceeds of the Loans are to be used by the Drumheller Housing Administration to fund their operations for both low income housing and affordable housing;

**AND WHEREAS** the Town of Drumheller deems it expedient and in its best interest to provide a loan of \$50,000 to the Drumheller Housing Administration

**NOW THEREFORE** the Council of the Town of Drumheller, in the Province of Alberta, duly assembled, enacts as follows:

#### **CITATION**

1. This bylaw may be cited as the "Loan Bylaw – Drumheller Housing Administration."

#### **PROVISIONS**

2. The Town of Drumheller hereby loans the Drumheller Housing Administration a maximum amount of Fifty Thousand dollars (\$50,000).
4. The rate of interest is zero per centum (0%).
5. The loan is to be repaid to the Town within one hundred and eighty (180) days from the date of third reading.
6. This bylaw comes into effect on date of third and final reading.

READ A FIRST TIME \_\_\_\_ day of \_\_\_\_  
READ A SECOND TIME \_\_\_\_ day of \_\_\_\_  
READ A THIRD AND FINAL TIME \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
MAYOR  
\_\_\_\_\_

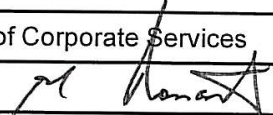
## ***Agenda Item # 8.1.2***

Town of Drumheller  
Bylaw 02.10  
Loan Bylaw – Drumheller Housing Administration  
Page 2

CHIEF ADMINISTRATIVE OFFICER



## Request for Decision

<b>Date:</b>	21 Dec 2009		
<b>Meeting Type:</b>	Regular Council		
<b>Topic:</b>	Business License Fee Schedule		
<b>Proposal:</b>	When the fee schedule was passed by Council resolution, the Business License fees had an effective date of April 1. Since Business Licenses are calendar year based, administration is recommending that the effective date be changed to January 1.		
<b>Proposed by:</b>	Roy, Michael		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>	Aligns the fees with the issuing of the business license.		
<b>Disadvantages:</b>			
<b>Alternatives:</b>	<ul style="list-style-type: none"> <li>• That Council amend the Business License Fee Schedule to an effective date of January 1</li> <li>• That Council accept the report as information</li> </ul>		
<b>Finance/Budget Implications:</b>			
<b>Operating Costs:</b>		<b>Capital Costs:</b>	
<b>Budget Available:</b>		<b>Source of Funds</b>	
<b>Budget Cost:</b>		<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>	The fees will be updated on the Town website and invoicing at the new rates would occur in January.		
<b>Recommendations:</b>	That Council amend the Business License Fee Schedule to an effective date of January 1		
<b>Report Writer:</b>	Roy, Michael		
<b>Position:</b>	Director of Corporate Services		
	CAO: 		

# Agenda Item # 8.3.1

## Town of Drumheller Fee Schedule

### Business License

GST: exempt  
source: Bylaw 15-05 Schedule B

### Resident Rates

#### Home Occupation

Owner Only

< 6 months

annual

1-2 employees

< 6 months

annual

Development Permit Required

#### All Classifications

except Home Occupations

< 6 months

annual

### Non-Resident Rates

#### All Classifications

excepting Hawker and Peddler

annual

#### Subcontractor

< 6 months

annual

#### Transient Merchant

annual

### Non-Resident Rates

#### Hawker and Peddler

One Month

Annual

effective	effective	effective
1-Jan-05	1-Apr-10	1-Apr-11
	1-Jan-10	1-Jan-11
\$ 125.00	\$ 132.61	\$ 136.59
\$ 200.00	\$ 212.18	\$ 218.55
\$ 200.00	\$ -	\$ -
\$ 300.00	\$ 212.18	\$ 218.55
\$ 300.00	\$ 318.27	\$ 327.82
\$ 30.00	\$ 31.83	\$ 32.78
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
\$ 125.00	\$ 132.61	\$ 136.59
\$ 200.00	\$ 212.18	\$ 218.55
	\$ -	\$ -
	\$ -	\$ -
\$ 400.00	\$ 424.36	\$ 437.09
	\$ -	\$ -
	\$ -	\$ -
\$ 300.00	\$ 318.27	\$ 327.82
\$ 400.00	\$ 424.36	\$ 437.09
	\$ -	\$ -
	\$ -	\$ -
\$ 1,000.00	\$ 1,060.90	\$ 1,092.73
	\$ -	\$ -
	\$ -	\$ -
\$ 200.00	\$ 212.18	\$ 218.55
\$ 600.00	\$ 636.54	\$ 655.64

Business License