

Town of Drumheller COUNCIL MEETING AGENDA

May 10, 2010, 2010 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



Page

1.0 CALL TO ORDER

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

3-9 5.1.1 Regular Council Meeting Minutes of April 26, 2010

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

10-12 8.1.1 Bylaw 12.10 Tax Rate Bylaw

13-21 8.1.2 Bylaw 13.10 Amendment to Land Use Bylaw by adding 'Hotel or Motor Hotel' to the list of discretionary uses under Section 30 'DT - Downtown Transitional District'

22-23 8.1.3 RFD - Affordable Housing Storage Units \$15,000.00 Expense

24-29 8.1.4 RFD - Palliser Regional Municipal Services Resolution that Wheatland County cease to be a shareholder of the Company effective December 31, 2009.

30-31 8.1.5 RFD - Downtown Parking Lots Development

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

11.1 Downtown Parking Task Force Recommendations

11.2 RFD - Write off of Utility Accounts

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

14.1 Land Matter

For Approval

Town of Drumheller COUNCIL MEETING MINUTES

April 26, 2010 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Bryce Nimmo

COUNCIL:

Andrew Berdahl

Karen Bertamini

Blaine McDonald

Don Guidolin

Sharel Shoff

Terry Yemen

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Micheal Roy

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

1.0 CALL TO ORDER

- 1.1 Commander Ron Pumphrey, Commanding Officer HMCS Calgary presented the Town of Drumheller with a Memorial depicting the warship HMCS Drumheller that served in the Battle of the Atlantic. He explained that it is the Naval's Centennial Year and that it is an amazing time for them.

- 1.2 Councillor Blaine McDonald was sworn in as Deputy Mayor for the months of May and June, 2010

2.0 MAYOR'S OPENING REMARK

- 2.1 Mayor B. Nimmo proclaimed the month of May 2010 as Cerebral Palsy Awareness Month.

Page 1 of 7

For Approval

Council Meeting Minutes
April 26, 2010

2.2 Mayor B. Nimmo proclaimed May 5, 2010 as McHappy Day.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Added: Delegation - Relay for Life

MO2010.76 - McDonald, Guidolin moved the adoption of Agenda as amended. Carried unanimously.

5.0 MINUTES

5.1 Regular Council Meeting Minutes of April 12, 2010

MO2010.77 - Shoff, McDonald moved to approve regular Council Meeting Minutes of April 12, 2010 as presented. Carried unanimously.

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 The Leaders of Tomorrow Award, Grade 7-9 Mayor B. Nimmo presented to Sarah Armstrong's Mom, as Sarah was ill.

6.2 The Leaders of Tomorrow Award, Grades 10-12 Mayor B. Nimmo presented to Kyle McIntosh.

6.3 Relay for Life

Merridy Martin and Lynn Edwards requested a relaxation of the Noise Bylaw for the Relay for Life to be held on June 11th at the Stampede Barn. They also asked if they could place a banner on the chain link fence on Highway 10 adjacent to WalMart. R. Romanetz advised that the placement of the banner would be permitted and asked Director of Infrastructure A. Kendrick to hang the banner. There are 12 teams registered. This is the 4th year for the event.

MO2010.78 Bertamini, Berdahl moved to relax the Noise Bylaw for the evening of June 11, 2010 from 7:00 PM to June 12, 2010 at 7:00 AM. Carried unanimously.

Page 2 of 7

For Approval

Council Meeting Minutes
April 26, 2010

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

- 8.1.1 Bylaw #10-10 to establish a Bylaw to outline the provision of Solid Waste Management - Second Reading as Amended and Third Reading
R. Romanetz presented Bylaw #10-10 for consideration of Council. He advised that a number of sections from the current Bylaw have now been incorporated into the Bylaw #10-10. Councillor B. McDonald inquired if this includes an Exclusive Franchise Agreement. R. Romanetz advised that the Bylaw allows Council to establish an Exclusive Franchise Agreement at their discretion.

MO2010.79 Bertamini, Berdhal moved second reading to Bylaw #10-10 as amended. Yemen, Bertamini, Nimmo, Shoff, Berdahl, Guidolin in favour. McDonald opposed. Motion carried.

MO2010.80 Guidolin, Yemen moved third reading to Bylaw #10-10. Yemen, Bertamini, Nimmo, Shoff, Berdahl, Guidolin in favour. McDonald Opposed Motion carried.

- 8.1.2 RFD for Sale of Hangar
R. Romanetz advised that Fox Coulee Aviation (1977) Inc (Brian and Mark Kinniburgh) have submitted a proposal to lease/purchase the Hangar at the Airport. The appraisal of the Hangar property was estimated at a range of \$215,000 to \$230,000. They have made an offer of \$135,000, with a down payment of \$35,000 and five annual lease payments of \$20,000. He noted that if the Hangar was sold the Town would not have to maintain the Hangar or pay operating costs, including power and gas at \$15,000 annually.

MO2010.81 Berdahl, Shoff that Council approve the Offer to Lease/ Purchase from Brian and Mark Kinniburgh as outlined in their Offer dated March 11, 2010, subject to a Lease to Purchase Agreement prepared by our Solicitor. Yemen, McDonald, Nimmo, Shoff, Berdahl, Guidolin in favour. Bertamini opposed. Motion carried.

8.2. Director of Infrastructure Services

- 8.2.1 RFD for Waste Collection Contract
A. Kendrick advised that as per Council's direction, this project was

For Approval

Council Meeting Minutes
April 26, 2010

repackaged into three tenders so it may be awarded individually or as a combined package dependant on pricing and adequate competition. There were 5 tenders received; 2 were combined, 2 were commercial only and 1 residential only.

The combined low tender was Ever Green Ecological Services in an amount of \$1,948,357.38, excluding GST. The commercial low tender was H & H Huxted Services in the amount of \$1,339,600.44, excluding GST. The residential low tender was H & H Huxted in the amount of \$657,764.64, excluding GST. A. Kendrick advised that this process would stabilize costs and services for a five year period. He also advised that if Council chooses to award the combined tender, costs would exceed approved budgets.

The residential component of the combined bid from Ever Green is \$879,577.92 which exceeds our budget. The commercial portion of the tender is 1,068,779.40 and would have to be paid directly by the commercial users. Their bid is a combined tender which cannot be awarded separately. The residential portion of Ever Greens tender is \$221,813.28 over Huxted's bid and exceeds our three year budget, which would have to be covered through the municipal mill rate.

MO2010.82 Bertamini, Berdahl moved to award the Tender to H & H Huxted Services for Residential Waste Collection in the amount of \$657,764.64, excluding GST. Yemen, Bertamini, Nimmo, Shoff, Berdahl, Guidolin in favour. McDonald opposed. Motion carried.

MO2010.83 Yemen, Shoff moved to award the Tender to H & H Huxted Services for Commercial Waste Collection in the amount of \$1,339,600.44, excluding GST. Yemen, Bertamini, Nimmo, Shoff, Berdahl, Guidolin in favour. McDonald opposed. Motion carried.

8.2.2 RFD for Waste Collection Carts

A.Kendrick advised that this project is for the implementation of the Automated Solid Waste Collection System. There were five Tenders received for the supply of 360 litre Carts and the delivery and distribution of educational packages. He recommended that Council award the contract to IPL for \$ 203,326.00 to supply Carts, complete with options including RFID tags, RFID reading equipment, delivery, distribution and education packages. He noted that the carrying costs of a five year loan from Alberta Capital Financing Authority (ACFA) would be within the current budget for waste collection and interest costs over the five years would be \$7,400. He noted that Administration have other alternatives in place of borrowing as a result of reallocation of grant funding for consideration by Council.

MO2010.84 Guidolin, Shoff moved to award the contract to IPL for \$203,326.00 to supply Carts, complete with options including RFID tags, RFID reading equipment, delivery, distribution and education packages. Carried unanimously.

For Approval

Council Meeting Minutes
April 26, 2010

8.2.3 RFD for Cast Iron Water Replacement Program for 2010

A. Kendrick advised that Tenders for the 2010 Watermain Replacement Program closed on April 22, 2010 and five tenders were received from: Shawne Excavating and Trucking Ltd., AIC Construction Ltd, Chinook Pipeline Inc, Grayson Excavating Ltd and Knibb Developments Ltd. The low bidder was Knibb Developments Ltd. with a tender amount of \$1,105,526.36 including GST. The engineering estimate for this project was approximately \$1,697,989.65. He also noted that this project was identified in the 2010 Strategic Plan as an Operational Priority and forms part of the Five Year Cast Iron Water Main Replacement Plan approved by Council. A. Kendrick also noted that this will improve reliability and delivery of water within the water system, reduce the risk of emergency repairs, service interruptions and extends servicing water, sanitary sewer, storm sewer to the New Community Facility. This project was approved in the 2010 Capital Budget, financed through the MSI Capital Program and the Community Facility.

MO2010.85 Berdahl, Yemen that Council award the low tender bid to Knibb Developments Ltd. in the amount of \$1,105,526.36 including GST. Carried unanimously.

8.3. Director of Corporate Services

8.3.1 Report on Restructuring Provincial Grant Program for Municipalities

M. Roy reported that he and R. Romanetz attended a meeting regarding changes being made to the restructuring of Provincial Grant Programs for Municipalities. He advised that the grants were repackaged but are essentially the same grant programs. However, a grants web portal has been created to find information on all Provincial Grant Programs in a single "one stop shopping" location.

8.3.2 RFD for Utility Write Offs

M. Roy presented a list of proposed Utility Accounts to be written off of the Town's Accounts Receivables. He advised that per Council Policy #C-07-04, Administration is requesting Council's authorization to write off \$58,608.75 in outstanding debts. These debts have been sent to collections and are two years or older. He advised that these debts are only from renters as the Municipal Government Act does not allow them to be applied to the homeowners' tax accounts. He noted that there are municipalities that are looking into bylaws that require the property owner be held responsible for utilities not the renters in an effort to reduce the number of uncollectible accounts they have. This process would clean up the sub-ledger and stop the accumulation of penalties that are uncollectible. The write-off does not extinguish the Town's rights to collect payment, just that the Town is no longer actively pursuing collection of these debts. Councillor K. Bertamini requested that Council be provided with more information on the process carried out in the collection of these accounts.

For Approval

Council Meeting Minutes
April 26, 2010

MO2010.86 Bertamini, Guidolin moved to table the motion until the Council meeting on May 10, 2010. Carried unanimously.

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

- 9.1 CAO Infrastructure Quarterly Report
- 9.2 Infrastructure Quarterly Report
- 9.3 Corporate Services Quarterly Report
- 9.4 Community Services Quarterly Report

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

- 12.1 Councillor Sharel Shoff provided Notice of Motion at Council's Meeting of February 16, 2010:
MO2010.54 Shoff, Yemen that Council delay the implementation of parallel parking for one year, while the Town completes the offsite parking sites, evaluates the effectiveness of offsite parking and facilitate communication with the citizens at large.

Council discussed whether the Motion should be deferred until the Downtown Parking Task Force meets again. Councillor K. Bertamini suggested that there should be a vote taken on the motion to clear it off the records. Councillor S. Shoff noted that there was already a motion on the records stating that parallel parking would be installed on 3rd Avenue and she did not want it changed until the Task Force made their final decision.

MO2010.86 Shoff, Yemen moved to defer the Notice to Motion to the next regular Council meeting. Carried unanimously.

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS - 7:00 PM Shoff, Berdahl. Motion Carried.

- 14.1 Land Matter
The Mayor Adjourned the meeting at 7:23 P.M.

Agenda Item # 5.1.1

For Approval

Council Meeting Minutes
April 26, 2010

MAYOR

CHIEF ADMINISTRATIVE
OFFICER

Page 7 of 7

Town of Drumheller Bylaw Number 12.10

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF DRUMHELLER ALBERTA FOR THE 2010 TAXATION YEAR.

Whereas, the Town of Drumheller has approved and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on March 02, 2009; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Town of Drumheller for 2010 total \$14,785,349; and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$7,981,342 and the balance of \$6,790,302 is to be raised by general taxation; and

Whereas, the requisitions are:

Requisitions:

Alberta School Foundation	
Residential/Farmland	1,159,816.75
Non-Residential	790,370.68

and

Opted Out School Boards	
Residential/Farmland	304,746.96
Non-Residential	87,280.64

and

Requisition Allowance [MGA(359(2))]	(5,900.93)
Seniors Foundation	125,094.00
Total Requisitions	<u>2,461,408.10</u> , and

Whereas, the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

Agenda Item # 8.1.1

Whereas, the assessed value of all property in the Town of Drumheller as shown on the assessment roll is:

Assessed Value of Property	Municipal	Education
Residential/Farmland	620,331,000	615,950,040
Non-Residential	229,261,290	229,261,290
Machinery and Equipment	3,566,730	exempt
Total Assessment	853,159,020	845,248,300

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Town of Drumheller, in the Province of Alberta, hereby enacts as follows:

1. that the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Drumheller.

	Tax Levy	Assessment	Tax Rate
Residential Municipal	4,248,709	620,331,000	0.00684910
Seniors Foundation	90,941	620,331,000	0.00014660
Total Residential Municipal	4,339,650	620,331,000	0.00699570
	Tax Levy	Assessment	Tax Rate
Non-Residential Municipal	2,416,522	232,828,020	0.01037900
Seniors Foundation	34,133	232,828,020	0.00014660
Total Non-Residential Municipal	2,450,655	232,828,020	0.01052560
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	1,159,817	487,782,927	0.00238410
Non-Residential	790,371	206,495,014	0.00382820
Total ASFF	1,950,187	694,277,941	
Separate School Opted Out			
Residential/Farmland	304,747	128,167,113	0.00238410
Non-Residential	87,281	22,803,246	0.00382820
Total Opted Out	392,028	150,970,359	
Requisition Allowance	(5,901)	-	0.00000000
Total Education	2,336,314	845,248,300	
Seniors Foundation	125,094	853,159,020	
Total Raised for Requisitions	2,461,408		, and

Agenda Item # 8.1.1

2. that this bylaw shall take effect on the date of the third and final reading.

READ A FIRST TIME this ____ Day of _____, 2010

READ A SECOND TIME this ____ Day of _____, 2010

READ A THIRD AND FINAL TIME this ____ Day of _____, 2010

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**TOWN OF DRUMHELLER
BYLAW NUMBER 13.10**

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. Section 30 "DT – Downtown Transitional District", is hereby amended by adding 'Hotel or Motor Hotel' to the list of discretionary uses.

READ A FIRST TIME THIS 10th DAY OF MAY, 2010.

READ A SECOND TIME THIS ____ DAY OF _____, 2010.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2010.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Town of Drumheller – Land Use Bylaw 10-08

30. DT—Downtown Transition District

The purpose of this district is to provide for mixed-use development, including secondary commercial uses, institutional and office uses as well as single-detached and multiple unit residential development in downtown fringe areas. This district is intended to enhance downtown vitality, to promote tourism service businesses, and to retain the residential character of the neighbourhood. It is not the intent of this district to make any existing uses non-conforming but rather to provide for a wider range of residential and complimentary uses.

(a) Permitted Uses

- None

(b) Discretionary Uses

- Accessory Buildings and Uses
- Accessory Building – Portable
- Assisted Living
- Bed and Breakfast Establishment
- Commercial Tourist Development
- Convenience Store
- Country Inn
- Dwelling - Duplex
- Dwelling - Multiple Unit (Apartment)
- Dwelling - Multiple Unit (Attached Housing)
- Dwelling – One or more dwelling units above the first storey of a commercial building
- Dwelling - Semi- detached
- Dwelling - Single- detached
- Day Home
- Education Facility – Unconventional
- Fitness Centre
- Group Home

Amended:
Bylaw # 06-09
March 16, 2009

Town of Drumheller – Land Use Bylaw 10-08

Amended:
Bylaw # 06-09
March 16, 2009

- General Retail Stores, including Neighbourhood Convenience Stores covered under convenience store
- Government Building
- Home Occupation
- Medical, Dental and Other Health Clinics
- Out-of-School Care Centre
- Parking Lot
- Parks and Playgrounds
- Residential Care Facility
- Restaurant
- Retail Store
- Secondary Suite
- Senior's Lodge
- Supportive Living
- Tourist dwelling
- Permitted Sign
- Personal Service Establishment
- Private Clubs and Lodges
- Professional, Financial and Administrative Office
- Public and Quasi-Public Buildings and Uses
- Parks and Playgrounds
- Public Utility Buildings and Installations
- Specialty Retail Shops (chocolate shop, photographer shops, gift and craft shops, art studios, etc.) covered under retail store
- Worship Facility

(c) Minimum Requirements

Agenda Item # 8.1.2

Town of Drumheller – Land Use Bylaw 10-08

1. Site Area:
 - (a) 418 m² (4,500 sq. ft.) for single- detached dwellings;
 - (b) 325 m² (3,500 sq. ft.) for semi-detached dwellings;
 - (c) 232 m² (2,500 sq. ft.) for end units and 185 m² (2,000 sq. ft.) for interior units for attached housing;
 - (d) 650 m² (7,000 sq. ft.) for apartment buildings; and
 - (e) Other uses at the discretion of the Municipal Planning Commission.
2. Lot Width:
 - (a) 12.2 m (40 ft.) for a single- detached family dwellings;
 - (b) 7.6 m (25 ft.) for each dwelling unit in a semi-detached dwelling;
 - (c) 15.2 m (50 ft.) for duplex dwellings; and
 - (d) 7.6 m (25 ft.) for end units and 6.1 m (20 ft.) for interior units for attached housing;
 - (e) 18.3 m (60 ft.) for apartment buildings; and
 - (f) Other uses at the discretion of the Municipal Planning Commission.
3. Front Yard:
 - (a) 6.1 m (20 ft.), or as required by the Municipal Planning Commission for non-residential buildings and uses.
4. Side Yard:
 - (a) 1.5 m (5 ft.), except those buildings have the principal entrance provided from a side yard. The minimum side yard shall then be 2.1 m (7ft);
 - (b) 3 m (10 ft.) abutting the flanking street on reverse corner lots;
 - (c) Accessory buildings 3 m (10 ft.) on street side of corner lots, on all other sites 0.91 m (3 ft.); and
 - (d) No side yard is required where a firewall is provided.
5. Rear Yard:

Town of Drumheller – Land Use Bylaw 10-08

- (a) 7.6 m (25 ft) for residential buildings;
 - (b) 6.1 m (20 ft.) or as required by the Municipal Planning Commission for non-residential buildings; and
 - (c) 1 m (3.2 ft.) for accessory buildings.
- 6. Floor Area:
 - (a) 88.3 m² (950 sq. ft.) for single- detached family dwelling;
 - (b) 56 m² (600 sq. ft.) for each dwelling unit in a duplex or semi-detached dwelling;
 - (c) Other uses at the discretion of the Municipal Planning Commission.
- 7. Density: Site area per suite for apartments:
 - (a) 37 m² (400 sq. ft.) for each dwelling unit having not more than 46.5 m² (500 sq. ft.) of floor area;
 - (b) 55.7 m² (600 sq. ft.) for each dwelling unit having a floor area of more than 46.5 m² (500 sq. ft.) with no more than one bedroom, or room which is separate from the living room and capable of being used as a bedroom;
 - (c) 69.6 m² (750 sq. ft.) for each dwelling unit having a floor area of more than 46.5 m² (500 sq. ft.) with more than one bedroom, or room which is separate from the living room and capable of being used as a bedroom;
 - (d) If more than 10 units and the site area per suite may be increased at the discretion of the Municipal Planning Commission, in addition; and
 - (e) A minimum of 6 m² (64.6 sq. ft.) of amenity space is required per unit, exclusive of required front and side yards. When properly designed, this may be provided in the form of balconies, communal interior, roof terraces or such other areas deemed appropriate by the Municipal Planning Commission.
- (d) **Maximum Limits**
 - 1. Height:
 - (a) 13.7 m (45 ft.) for principal residential buildings, or as required by the Municipal Planning Commission;

Agenda Item # 8.1.2

Town of Drumheller – Land Use Bylaw 10-08

- (b) 4.57 m (15 ft.) for accessory buildings; and
- (c) Other uses at the discretion of the Municipal Planning Commission.

2. Site Coverage:

- (a) 30% for dwellings other than apartment buildings;
- (b) 40% for apartment buildings
- (c) 40% for commercial buildings, or as required by the Municipal Planning Commission;
- (d) Unless otherwise approved by the Municipal Planning Commission, accessory buildings shall not exceed the lesser of 67 m² (728 sq. ft.) or 15% of lot coverage; and
- (e) Other uses at the discretion of the Municipal Planning Commission.

(e) Parking

1. On site parking shall be provided according to the following:

Type of Development	Parking Spaces Required
Single-Family Dwellings, Duplexes, Semi-Detached Dwellings	One (1) parking Per dwelling unit or garage space
Apartment Buildings and Attached Housing	One (1) Per dwelling unit
Guest parking	One (1) Per seven (7) dwelling units
Professional, Financial, & Administrative Offices	One (1) Per staff member (minimum 2 parking spaces)
Restaurants	One (1) Per four (4) seats
Worship facilities	One (1) Per 15 seats which may include parking spaces which, in the opinion of the Municipal Planning Commission, are available on neighbouring commercial sites for church use.

Agenda Item # 8.1.2

Town of Drumheller – Land Use Bylaw 10-08

Day Care Centres, Nursery Schools, and Play schools	One (1)	Per staff member
Retail Shops, Personal Service Shops	One (1)	Per 74 m ² (800 sq. ft.) of gross floor area
Clinics	Two (2)	Per 93 m ² (1,000 sq. ft.) of gross floor area

2. All other uses as required elsewhere in the bylaw or as required by the Development Authority.

(f) Landscaping and Screening

1. A minimum of ten (10%) per cent of the site area for apartments and multiple family developments shall be landscaped, or developed in order that it can be utilized as an amenity area.
2. For non-residential developments, the boulevard, where existing, and a minimum of 10% of the site area must be landscaped in accordance with the plan approved by the Municipal Planning Commission.
3. Any trees or shrubs which die, that were planted under the approved plan, must be replaced the next planting season.
4. No outside storage areas of material and equipment, unless otherwise permitted by the Municipal Planning Commission.
5. Garbage and waste material must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares, including lanes.
6. Parking lots shall be screened from the view of the residential lots to the satisfaction of the Municipal Planning Commission. The Municipal Planning Commission may require other non-residential development to provide adequate screening.

(g) Design, Character and Appearance of Buildings

1. Exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Municipal Planning Commission. The finish of buildings should complement other structures and natural site features.
2. Unless otherwise approved by the Municipal Planning Commission, all principal buildings shall include the following design features:

Town of Drumheller – Land Use Bylaw 10-08

- (a) a gable roof with a minimum roof pitch of 5 cm of vertical rise for every 20 cm of horizontal run (3:12 pitch);
 - (b) a minimum roof overhang or eaves of 30.5 cm (1 ft) from the primary surface of each facade; and
 - (c) parking in the rear and/or to the side of the principal building.
 - 3. Buildings which existed prior to the adoption of the Bylaw that do not comply with subsection (2) shall be considered conforming buildings for the purposes of this Land Use Bylaw.
- (h) Special Requirements**
- 1. In addition to the land use rules for discretionary uses described above, the Town may impose conditions on a development permit as provided for in Architectural Guidelines attached to the title by caveat.
 - 2. Non-residential developments shall not include any use or operation that will cause or create a nuisance by means of vibration, smoke, dust, odors, or heat. The Municipal Planning Commission may require measures to be taken to minimize nuisance factors that extend beyond what is normal and incidental to residential uses.
 - 3. Secondary commercial developments may be approved to operate from within a residential building provided the development meets the following guidelines. (Secondary commercial developments are NOT considered home occupations.)
 - (a) An application for a secondary commercial development shall be made to the Development Officer in writing utilizing the appropriate form.
 - (b) The Municipal Planning Commission may issue a temporary development permit for a secondary commercial development for a period up to five years.
 - (c) After a secondary commercial development permit has been granted, if the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other conditions or restrictions imposed, the holder of the permit must obtain prior permission of the Municipal Planning Commission.
 - (d) Secondary commercial activity is restricted to the main floor and such developments are not allowed within apartment buildings.

Town of Drumheller – Land Use Bylaw 10-08

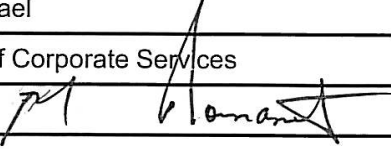
- (e) The Municipal Planning Commission shall consider only those applications for secondary commercial developments where the development is included in the list of Permitted or Discretionary Uses for this district.
- (f) Prior to approval of a secondary commercial activity, an inspection is required to be completed to ensure the mixed-use of the subject building complies with the Alberta Building Code.
- (g) The secondary commercial activity shall be operated by the occupier of the property.
- (h) Parking shall be provided by the developer and shall include the required parking for the residential component PLUS the required component for the commercial component, or as required by the Municipal Planning Commission.
- (i) Signing is restricted to one sign per site with a maximum size of 0.9 m² (10 sq. ft.). Appearance of the sign shall be of a professional quality to the satisfaction of the Development Officer and shall be subject to a separate development permit application.
- (j) Outside display of commodities or finished products requires permission from the Municipal Planning Commission, and this permission may be revoked at any time.



Request for Decision

Date:	07 May 2010		
Meeting Type:	Regular Council		
Topic:	RFD - Affordable Housing Storage Units		
Proposal:	<p>The finalized construction costs of the Affordable Housing project did not include the costs to setup up tenant storage. The original project budget was for \$3,870,950 with \$2.845 million from grants, and the remaining \$1.026 million coming from reserves. With this project closing in 2009 and no budget carried forward to 2010 a resolution from Council is required to ensure compliance with the financial administration section of the MGA.</p> <p>Administration is requesting a budget from the facility reserves of \$15,000 maximum to complete the storage units.</p>		
Proposed by:	Roy, Michael		
Correlation to Business (Strategic) Plan			
Benefits:	Completes the affordable housing building		
Disadvantages:			
Alternatives:	<ul style="list-style-type: none"> • Council authorizes Administration to complete the Affordable Housing Storage Units to a maximum of \$15,000 with the funding coming from reserves • Council accept the report as information 		
Finance/Budget Implications:	Increases the budget by \$15,000 with the funding coming from reserves.		
Operating Costs:	\$15,000	Capital Costs:	
Budget Available:	0	Source of Funds	Facility Reserves
Budget Cost:	0	Underbudgeted Cost:	\$15,000
Communication Strategy:	Affected parties will be notified of the decision.		
Recommendations:	Council authorizes Administration to complete the Affordable Housing Storage Units to a maximum of \$15,000 with the funding coming from reserves		

Agenda Item # 8.1.3

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



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



Request for Decision

Date:		May 7, 2010	
Topic:	PALLISER REGIONAL MUNICIPAL SERVICES – ARTICLES OF ASSOCIATION		
Proposal:	<p>Council has approved the Articles of Association of Palliser Regional Municipal Services Company Limited in 2007. In 2009, one member municipality, Wheatland County, had requested to cease to be a shareholder of the Company as of December 31, 2009.</p> <p>A motion is required by each member municipality authorizing the withdrawal of membership.</p>		
Proposed by:	Palliser Regional Municipal Services		
Correlation to Business (Strategic) Plan	N/A		
Benefits:	♦ Regional Partnership		
Disadvantages:			
Alternatives:	•		
Finance/Budget Implications:	•		
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:	Advise Palliser Regional Municipal Services of Council decision.		
Recommendations:	As presented on the attached resolution.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

Palliser Regional Municipal Services Articles of Association1	Created By: Ray Romanetz	1
---	--------------------------	---

**RESOLUTION OF ALL OF THE SHAREHOLDERS
OF PALLISER REGIONAL MUNICIPAL SERVICES COMPANY LIMITED
(THE "COMPANY")
EFFECTIVE DATE: DECEMBER 31, 2009**

WHEREAS:

1. Wheatland County requested to cease being a Shareholder;
2. The Board of Directors of the Company passed a resolution on September 24, 2009 authorizing Wheatland County to cease to be a shareholder of the Company as of December 31, 2009; and
3. The Shareholders are in agreement that Wheatland County may cease to be a shareholder as of December 31, 2009 notwithstanding the requirement in Section 6 of the Articles of Association of the Company requiring a shareholder to remain a shareholder until the date of the first Annual General Meeting after the withdrawing shareholder gives the Company 600 days notice of its desire to cease to be a Shareholder.

NOW THEREFORE BE IT RESOLVED:

1. Wheatland County ceased to be a shareholder of the Company effective as of December 31, 2009, notwithstanding Article 6 of the Articles of Association of the Company;
2. The Shares issued in the name of Wheatland County shall be cancelled and the Directors are authorized to execute such document and carry out such activities to bring these resolutions into effect; and
3. This Resolution may be signed in counterparts, by facsimile copy, by electronic or digital signature or by other written acknowledgement of consent and agreement to be legally bound by its terms. Each counterpart will be considered an original and together the parts will be considered one document.

Agenda Item # 8.1.4

We the undersigned, being all of the Shareholders of the Company, hereby consent to the resolutions in writing pursuant to Section 31 of the Articles of Association of the Company, as evidenced by our signatures below.

COUNTY OF PAINTEARTH NO. 18

PER: _____
Reeve

PER: _____
CAO

STARLAND COUNTY

PER: _____
Reeve

PER: _____
CAO

SPECIAL AREA NO. 3

PER: _____
Chairman

PER: _____
CAO

TOWN OF CASTOR

PER: _____
Mayor

PER: _____
CAO

M.D. OF ACADIA NO. 34

PER: _____
Reeve

PER: _____
CAO

SPECIAL AREA NO. 2

PER: _____
Chairman

PER: _____
CAO

SPECIAL AREA NO. 4

PER: _____
Chairman

PER: _____
CAO

TOWN OF CORONATION

PER: _____
Mayor

PER: _____
CAO

Agenda Item # 8.1.4

TOWN OF DRUMHELLER

PER: _____
Mayor

PER: _____
CAO

TOWN OF OYEN

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF ACME

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF CARBON

PER: _____
Mayor

PER: _____
CAO

TOWN OF HANNA

PER: _____
Mayor

PER: _____
CAO

TOWN OF TROCHU

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF BEISEKER

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF CEREAL

PER: _____
Mayor

PER: _____
CAO

Agenda Item # 8.1.4

VILLAGE OF CONSORT

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF EMPRESS

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF HUSSAR

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF MORRIN

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF DELIA

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF HALKIRK

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF LINDEN

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF MUNSON

PER: _____
Mayor

PER: _____
CAO

Agenda Item # 8.1.4

VILLAGE OF ROCKYFORD

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF STANDARD

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF VETERAN

PER: _____
Mayor

PER: _____
CAO

VILLAGE OF YOUNGSTOWN

PER: _____
Mayor

PER: _____
CAO



Request for Decision

Date:	07 May 2010
Meeting Type:	Regular Council
Topic:	Parking Lot Construction
Proposal:	<p>In 2009 it was agreed that additional parking was required in the downtown area. Council authorized Administration to complete the purchase of several properties to be utilized as parking lots.</p> <p>All structures on the newly purchased property have been removed and the Town is in position to complete the construction of the parking lots.</p> <p>The Town requested Tenders to do the parking lots, solid waste scale area, bridge approaches and miscellaneous work. When the tenders closed, there were five tenders received ranging from \$179,471.25 to \$257,982.38. The low tender from Brooks Ashpalt and Aggregate Ltd. included \$150,889 for the work on the parking lots. The total cost of the 3 parking areas is expected to be \$261,500, this includes all costs incurred to demolish the structures on the sites and completing the parking lots to their final paved and lighted state.</p> <p>This project currently is unfunded. Administration has identified funds that can be utilized for this project. With the use of additional AMIP grant dollars to cover the 25% municipal portion of the SIP grant, the Town was able to free up \$158,640 that was to come from reserves. In addition, when the budget was done Administration anticipated \$126,200 in MSI Operating grant dollars. The Town's 2010 allotment is \$354,451, Administration has applied to use the excess operating funds within municipal operations which results in the Town freeing up an additional \$228,251 from operations which means that these dollars are available for other Council priorities.</p> <p>Administration has also been considering that the freed up operating funds could be used to fund the purchase of the waste collection carts and avoid the requirement to increase debt. The total funds made available is \$386,891 with potential uses totaling \$465,000, which is a shortfall of \$78,000 to fund both priority areas.</p>
Proposed by:	Romanetz, Raymond
Correlation to Business (Strategic) Plan	
Benefits:	Creates 3 properly paved and lighted parking areas in the downtown core
Disadvantages:	
	<ul style="list-style-type: none"> • Council directs Administration to proceed using reserves of \$158,640 and freed up operating dollars of \$102,860.

Agenda Item # 8.1.5

Alternatives:	<ul style="list-style-type: none"> • Council accepts the report as information and cancels the project. • Council accepts the report and delays the project to the 2011 capital project year. 		
Finance/Budget Implications:	Reallocate planned reserve dollars for the SIP program and utilize freed up operating dollars as a result of the difference in MSI Operating grant dollars from budgeted dollars.		
Operating Costs:	0	Capital Costs:	\$261,500
Budget Available:	0	Source of Funds	Reserves \$158,640 Operations \$102,860
Budget Cost:		Underbudgeted Cost:	\$261,500
Communication Strategy:	Successful bidder will be notified		
Recommendations:	Council directs Administration to proceed using reserves of \$158,640 and freed up operating dollars of \$102,860.		
Report Writer:	Roy, Michael		
Position:			
	CAO:		