

Town of Drumheller COUNCIL MEETING AGENDA

**September 13, 2010 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta**



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1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

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5.0 MINUTES

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13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

**Town of Drumheller
COUNCIL MEETING
MINUTES**

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



PRESENT:

MAYOR:

Bryce Nimmo

COUNCIL:

Andrew Berdahl

Blaine McDonald

Don Guidolin

Sharel Shoff

Terry Yemen

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:
Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:
Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:
Michael Roy

DIRECTOR OF COMMUNITY SERVICES:
Paul Salvatore

RECORDING SECRETARY:
Linda Handy

ABSENT: Councillor K. Bertamini

1.0 CALL TO ORDER

- 1.1 Councillor Terry Yemen was sworn in as Deputy Mayor for the months of September and October, 2010

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

- 3.1 Mayor Bryce Nimmo called the Public Hearing to order at 4:30 PM.

Agenda Item # 5.1.1

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Mayor Bryce Nimmo stated that the purpose of the Public Hearing is to consider Bylaw 17.10 being an amendment to the Land Use Bylaw 10.08 Section 37 "A" - Agricultural by adding the following to the list of discretionary uses: Boarding or Lodging House, Commercial Tourist Development, Bed and Breakfast Establishment, Restaurant (accessory to an associated principal use), Drinking Establishment - Minor (accessory to an associated principal use) and Active and Passive Recreational Uses (where consistent with general purpose of this district).

Brad Wiebe, Palliser Regional Municipal Services provided the planning report with comments as follows:

"The Land Use Bylaw No. 10.08 currently provides for the proposed uses in various other districts throughout the bylaw. The purpose of the amendment is to allow the consideration of these uses within the Agricultural Land Use District at the discretion of the Municipal Planning Commission.

Discretionary uses are essentially land uses that may be appropriate in certain situations within a land use district but are generally not appropriate in all locations or situations within a given land use district within the municipality. The proposed uses are considered to have potential to be located within this district under the proper circumstances.

The purpose of the "A" - Agricultural Land Use District is to provide a range of agricultural uses as well as recognizing the need for residential and other uses. Upon review of the areas currently included in the "A" Land Use District it is deemed that certain areas within this district would be feasible to provide the proposed discretionary land uses without causing significant conflicts with the surrounding neighbourhood.

He concluded by stating that "the Agricultural Land Use District contains a variety of potential land uses as per the purpose and intent of the district. In consideration of the purpose and intent of the "A" - Land Use District and the potential for the proposed uses in certain areas of this district, it is the recommendation of PRMS that these land uses could be compatible in certain areas within the Land Use District. As any application should be considered on a site specific basis in consideration of the mixed nature of land uses throughout the agricultural district; adding the uses as discretionary is recommended to allow for the MPC to review and decide on all applications in accordance with specific individual site considerations."

Mayor asked if there were any items of correspondence. Secretary, L. Handy advised there were no items of correspondence.

Mayor asked if there were speakers in favour of or against the proposed

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amendment.

Zrinko Amerl provided comments with a powerpoint presentation. His comments are summarized as follows:

"The discretionary uses as proposed would affect the Drumheller Valley Ski Hill, Canadian Badlands Passion Play, Drumheller Stampede and Ag Society, Campgrounds in Agriculture Zoning, every business or farm on the way to Wayne or East Coulee and even the smallest Church in the World".

The discretionary uses are compatible with a Boarding or Lodging House because:

- *Over the past 3 years the Ski Hill was not able to attract a single full time certified ski instructor;*
- *Local Ski Hills are skill development centres - over 50% of revenue is derived from ski school programs: Private and group lessons, regional school programs, and local racing club - Hoodoo Hoppers.*
- *We have secured 6 European full time certified ski instructors for 10/11 season, if we want to be in the skiing business we have to subsidize lodging.*

The discretionary uses are compatible with Bed and Breakfasts Establishments because:

- *Important new form of tourism worldwide - Agricultural Tourism;*
- *Important new segment of tourism for Drumheller Valley - Traditional B&B, Pick your own produce, Live a day in Farmers Boots, Dude Ranch, Reliving History, Amish Style Tourism and Small and Boutique Businesses."*

He concluded by stating that it is not the ski hill's intent to start a B&B. He stated that the amendment to the Land Use bylaw 10.08 is consistent and compatible with current uses and it benefits our community as a whole. He asked Council to consider approval as proposed.

Mayor asked for questions and comments from Council. There were no questions or comments from Council.

Mayor Nimmo closed the Public Hearing at 4:50 PM.

3.2 Mayor Nimmo called the Public Hearing to order at 4:50 PM.

Mayor Nimmo stated that the purpose of the Public Hearing is to consider Bylaw 19.10 being an amendment to the Land Use Bylaw 10.08 Section 9(7)(b) - Deciding on Development Permit Applications.

Brad Wiebe, Palliser Regional Municipal Services, planning report included the following: an overview of the current availability of

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relaxations of minimum Land Use District requirements and an introduction of the proposed changes.

His comments included the following:

"Proposed Amendments: The primary intention of the LUB amendments as proposed would allow the MPC to consider relaxing the site area and lot width requirements in circumstances where an existing undeveloped property does not conform to the Land Use District requirements. The additional proposed change includes removing the specific reference to 'setback requirements' within Section 7(b) and allowing the MPC to consider all 'minimum requirements' including setbacks, lot width, building height, floor area and site area in the specific circumstances as listed in Section 7(b)(i)-(iv). Please note that these changes do not apply to all circumstances but rather, only in the circumstances listed including a proposed subdivision, a residential addition, development on a vacant parcel registered with land titles prior to 1967, or the site area may be relaxed for a development on an existing non-conforming lot.

Additional Revisions: Since the time of public hearing advertisement it was realized that the current Section 7(b)(iv) was unintentionally left out of the revised section as it was not intended to be changed. However, to ensure there are no future complications the existing (iv) is intended to be renumbered as (v) and to remain part of the LUB as revised.

Section 7(c) is intended to be deleted and to be contained in 7(b)(iv) as proposed. The wording is intended to be clearer and to contain all the special circumstances in the same section. Lot width to be added to this statement to as per the current 7(c).

A typographical error was also realized in (iii). The LUB currently states 'the standards as outlined in Section 8(7)(a)'. This should read 'the standards as outlined in Section 9(7)(a)' as the Section numbering was changed when LUB 10.08 was adopted."

He concluded by stating that *"the planning recommendation is to allow the amendments as provided to enable the Municipal Planning Commission to make decisions on relaxing the LUB minimum requirements in the specific instances as stated in Section 9(7)(b) to reduce the requirement of unnecessary development appeal hearings. Further, PRMS recommends to clarify the amendments to ensure the existing (iv) remains and is renumbered as (v), the typographical error in (iii) is amended to read correctly and noting that 7(c) is deleted from the LUB as it is a cumbersome and confusing regulation that will be contained in the proposed amendments to Section 7(b)."*

Mayor asked if there were any items of correspondence. Secretary, L. Handy advised there were no items of correspondence.

Mayor Nimmo asked if there were speakers in favour of or against the proposed amendment:

Tony Butt asked for a clarification on whether the new 20% relaxation

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would affect subdivision approvals. B. Wiebe stated that the proposed changes do not affect the 20% authority allowed for a relaxation of a subdivision which is administered through Palliser however it proposed to grant the MPC the authority to allow relaxations up to 20% if the proposed development would not impact neighboring properties.

Mayor asked for questions from Council:

Councillor A. Berdahl asked the intent of the proposed changes. Brad Wiebe explained that in special circumstances it was found that the ability for relaxation of minimum requirements is limited in regards to site area and lot width. He further stated that the proposed amendments have been developed to alleviate the unnecessary need for appeal hearings. He stated that the authority of the MPC would be extended for those developments that would most obviously be granted in the SDAB process.

Mayor Nimmo closed the Public Hearing at 5:04 pm

4.0 ADOPTION OF AGENDA

MO2010.131 Shoff, Berdahl moved the adoption of 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 August 16, 2010

MO2010.132 McDonald, Guidolin moved to adopt the regular Council Meeting Minutes of August 16, 2010 as presented. Carried unanimously.

5.1.2 Special Council Meeting Minutes of August 19, 2010

MO2010.133 Shoff, Yemen moved to adopt the Special Council Meeting Minutes of August 19, 2010 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of July 29, 2010

5.3. BUSINESS ARISING FROM THE MINUTES

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6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. Director of Infrastructure Services

- 8.2.1 RFD - Tender Award for the 2nd Avenue Sewer Replacement
A. Kendrick advised that tenders closed for the Sanitary Sewer Line Replacement on August 18th, 2010 with seven tenders received. He further advised that the low bidder was M. Pidherney's Trucking Ltd. with a tender amount of \$240,038.40 including GAST. He stated that the project was identified in the 2009 Strategic Plan as an Operational Priority for Sanitary Sewer Line Replacement Plan as approved by Council. He explained that the replacement will improve reliability of the sewer system and reduce the risk of emergency repairs and service interruptions. A grant was approved for \$300,000 under the New Deals for Cities and Communities Wastewater Collection and Treatment Grant Program.

MO2010.134 Shoff, Yemen that Council moved to approve the project within the 2010 Capital budget financed through the New Deal for Cities and Communities - Wastewater Collection and Treatment Grant Program and further that Council award the low tender bid to M. Pidherney's Trucking Ltd. in the amount of \$240,038.40 including GST.

Discussion on Motion:

Councillor B. McDonald asked for clarification on the funding. R. Romanetz explained that the project was part of the 2009 budget and application was approved through the New Deals for Cities and Communities Program however the project did not proceed. The Town reapplied for funding in 2010 and was approved. He further stated that although the amount is below the authority allowed for approval by the CAO, the project was not completed and not carried forward into the 2010 budget.

Vote on Motion:
Carried unanimously.

8.3. Director of Corporate Services

- 8.3.1 RFD - Executive Summary Campaign Assessment Report for the Badlands Community Facility (Nine Lions Development Consulting)

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M. Roy advised that the Nine Lions Development Consulting (Nine Lions) was retained to conduct a Campaign Review and Assessment on the Badlands Community Facility Campaign initiatives to date. He advised that the Executive Summary is attached. He further advised that some of the recommendations include the formation of a Fundraising Cabinet that is separate from the Steering Committee and would report to Council, a revised fundraising goal, an operational budget and a more aggressive naming rights approach.

MO2010.135 Berdahl, Yemen that Council approve the recommendations as presented in the Executive Summary from Nine Lions Development Consulting dated August 2010.

Discussion on Motion:

Councillor A. Berdahl asked for clarification on the variance in cost - 5-15% of goal (\$475,000-\$1,425,000) and he recalled that the target variance was identified as 5-8% in their detailed report. He stated that the range has expanded since the Nine Lions presentation on August 11th. R. Romanetz confirmed that the amount was identified as \$629,000 over three years based on \$9,500,000 which equates to 6.6% of the goal.

Councillor B. McDonald asked if the formation of the Fundraising Cabinet would entail disbanding the current Fundraising Committee. R. Romanetz clarified that the current Fundraising Committee would be disbanded. He explained that the Steering Committee would work along with the Nine Lions Fundraising Cabinet along with the Town's Fundraising Co-ordinator whose job responsibilities would need to be clarified. He further explained that this group will report to Council, keeping Council informed of their successes and whether they are meeting their targets.

Councillor A. Berdahl asked for an amendment to the Motion to include the wording "budget not to exceed \$629,000 over three years". Councillor Yemen agreed.

MO2010.135A Berdahl, Yemen that Council approve the recommendations as presented in the Executive Summary from Nine Lions Development Consulting dated August 2010 with the budget not to exceed \$629,000 over three years.

Councillor B. McDonald referred to Item Number 9 regarding the delivery of the operational plan and asked who would be involved in the development of the plan. R. Romanetz stated that the Steering Committee discussed this matter and agreed that the responsibility would be that of the Cabinet with direction provided by Administration and approved by Council. He further stated that the Town has commenced interviews for the position of the Business Manager and specific revenue projections and expenses have already been fleshed

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out. He further advised that other details relating to the wellness centre and other revenue projections need to be tweaked. Councillor B. McDonald referred to Item Number 3 and asked if communications would be the responsibility of the Cabinet. Councillor A. Berdahl stated that the Cabinet would be relatively independent and responsible for their own communications on the fundraising side of the project. R. Romanetz stated that although the Steering Committee provides direction on communications as well, both groups need to ensure consistent messages.

Councillor S. Shoff asked the liaison between the Cabinet and Council. Councillor A. Berdahl stated that the difference between the previous sub committees and the Cabinet is that there are fewer people in the Cabinet with greater responsibility of which one is a Co chair that would report directly to Council.

Councillor D. Guidolin asked if the Design Committee responsibility has been completed. Mayor Nimmo stated that the Design Committee has not been disbanded and will be involved with the architect on the library and other matters.

Vote on Motion:
Carried unanimously.

8.4. Director of Community Services

- 8.4.1 RFD - Arena Fees - Proposed Change for September Youth Rates
P. Salvatore advised that the 2009 - 2011 Corporate Plan identifies a fee schedule for Arena ice rentals. Within the fee schedule there are established fees - specifically for summer ice rates. Summer rates are defined as April 1 to September 30 each year. Summer ice rental rates have typically been more expensive to reflect the added cost of running the ice making equipment during peak summer months. He explained that the fee structure has had a negative effect on the Town's ability to rent additional ice to youth groups in September, as community organizations consider the costs of September ice (2x the winter rental rate) from \$131.50 per hour as a youth group to \$65.00 per hour.

MO2010.136 McDonald, Guidolin that Council amend the arena fee schedule as referred to the 2009-2011 Corporate Plan for summer rental rates. Carried unanimously.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

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10.0 PUBLIC HEARING DECISIONS

- 10.1 Bylaw 17.10 being a bylaw to amend the Land Use Bylaw 10.08 Section 37 "A" - Agricultural District - second and third readings
MO2010.137 Shoff, Guidolin for second reading to Bylaw 17.10.

Vote on Motion:

In Favour - McDonald, Nimmo, Shoff, Berdahl, Guidolin

Opposed - Yemen.

Motion carried.

MO2010.138 Berdahl, Guidolin for third reading to Bylaw 17.10.

Councillor T. Yemen stated that he feels the application is not accurate as Zrinko Amerl is listed as the owner of the land. R. Romanetz confirmed that the land owner is the Town of Drumheller and it may have been more appropriate if the application was made by the Town. R. Romanetz asked Zrinko how the transfer of land was progressing? Z. Amerl stated that the majority of the paper work is signed however they are working on the transfer of assets with the Canadian Badlands Passion Play. R. Romanetz clarified that the application should be dealt with strictly on the impact of the district zoning amendment for an "A" agriculture area across the community. Councillor A. Berdahl stated that the Municipal Planning Commission will deal with the development application and he stated that proper ownership must be in place before the MPC will consider the application. Councillor B. McDonald asked for further clarification if the added discretionary uses were appropriate for all 'A' district across the community. B. Wiebe stated that he agreed with Z. Amerl's comments in that some of these uses exist now in the "A" district and in fact the amendment is a 'catch up' of adding the appropriate discretionary uses. He further stated that the overall use review and whether it is appropriate for the area is decided by the MPC under the development application process.

Vote on Motion:

In Favour - McDonald, Nimmo, Berdahl, Guidolin

Opposed - Yemen, Shoff.

Motion carried.

- 10.2 Bylaw 19.10 being a bylaw to amend the Land Use Bylaw 10.08 Section 9(7)(b) - Deciding on Development Permit Applications - second and third readings
MO2010.139 Yemen, Guidolin for second reading to Bylaw 19.10.

Councillor B. McDonald asked if the bylaw could move forward as amended without being advertised. R. Romanetz stated that if Council does not feel the bylaw as amended is materially different than what

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was advertised in the paper, it would be appropriate to move forward. B. Wiebe stated that because the changes were introduced at the Public Hearing it is appropriate to move forward with the bylaw as amended.

Councillors Yemen, Guidolin agreed to record the motion as amended.

MO2010.139A Yemen, Guidolin for second reading to Bylaw 19.10 as amended. Carried unanimously.

MO2010.140 McDonald, Berdahl for third reading to Bylaw 19.10 as amended. Carried unanimously.

11.0 UNFINISHED BUSINESS

- 11.1 Motion Tabled from August 16, 2010 Council Meeting
MO2010.121A Yemen, Guidolin that Council agree to an annual grant to the Community Garden not to exceed \$150.00 per year.
R. Romanetz explained that the motion was tabled as concerns were raised that Council would be setting precedent in passing the motion. He stated that since that time, Administration has confirmed that the Town does have a Communities in Bloom budget and a Community Services Support budget where it would be more appropriate for these funds to be expensed from rather than the utility account. R. Romanetz stated that the reason the request came forward to Council is that it was a policy issue that needed Council direction.

MO2010.122 Yemen, Guidolin that MO2010.121A be withdrawn from the table. Carried unanimously.

Council provided direction that dollars be expensed as a grant from the Communities in Bloom or the Community Support budget.

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

There being no further business, the Mayor declared the meeting adjourned at 6:00 PM.

Mayor

Agenda Item # 5.1.1

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Chief Administrative Officer



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COMMUNITY SERVICES



**Municipal Planning Commission
MINUTES
Meeting of Thursday, July 29, 2010**

Present: Gerhard Schwarz, Chairman
Robert Greene, Member
Dennis Simon, Member
Brad Wiebe, PRMS
Andrew Berdahl, Councillor
Cindy Woods, Safety Codes
Judy Quintin-Arvidson, Recording Secretary
Jeanette Neilson, Member
Sharel Shoff, Councillor/Member
Irene Doucette, Member

Absent: Kate Lima, Development Officer
Paul Salvatore, Director of Community Services

1.0 CALL TO ORDER – 12:05 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 July 8, 2010

Motion: R. Green moved to approve the minutes of July 8, 2010 as presented. Second I. Doucette. Carried

3.0 DEVELOPMENT PERMITS

3.1 T10068D – Sean Green – Occupy as a Tattoo Studio – “C1”

C. Wood presented Development Permit T10068D submitted by Sean Green for a Tattoo Studio to be located at 1220 Newcastle Trail, Plan 6561CO, Block 1, Lot(s) 10 & 11. Zoning is “C1” Business Commercial District and is a permitted use. The building was used as a dog grooming business before and this application is being submitted as information only. No motion is required. Approved.

3.2 T10071D – Town of Drumheller – J. R. Herman – Addition to Workshop – “A”

C. Wood presented Development Permit T10071D submitted by J. R. Herman for an 8 x 24 addition to an existing workshop located at 210 Highway 10X, Plan 9913, Lot(s) 34, SE ¼ Sec. 19, Twp 28, Rng. 19 W4th. This property is zoned agricultural and there are no permitted uses under that zoning. He is within the permitted size range under the discretionary uses.

Motion: D. Simon that Development Permit T10071D for an addition to a Workshop to be located at 210 Highway 10X, Plan 9913, Lot(s) 34, SE ¼ Sec. 19, Twp 28, Rng. 19 W4th be approved subject to the following conditions:



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1. Development shall conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Construction to be in accordance with the Alberta Building Code.
4. External finished appearance of the proposed construction to be compatible with that of existing development.
5. Construction of building and development as per plans submitted. Any modifications must be first approved by the Development Officer/Municipal Planning Commission.
6. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
7. All contractors to be in possession of a valid Town of Drumheller business license.
8. Development to conform to any and all Municipal, Provincial or Federal legislation.

Seconded by J. Neilson - Carried

3.3 T10073D – Jamie Armstrong – 24' x 32' Two Car Garage – "R – 1A"

C. Wood presented Development Permit T10073D submitted by Jamie Armstrong for a 24' x 32' (768 sq. Ft.) two car garage to be located at 718 – 4th. St. S.W. Plan 565LK, Block 4, Lot(s) 4. Zoning is "R – 1A" Residential District. Land Use By-Law 10-08, Part V1, Sec. 19, Page 47 (b) states:

(b) *Unless otherwise approved by the Municipal Planning Commission, accessory buildings shall not exceed the lesser of 67m (2) (728 sq. Ft.) or 15% of lot coverage;*

Motion: D. Simon that Development Permit T10073D for a 24' x 32' (768 sq. Ft.) Two car garage to be located at 718 – 4th. St. S.W. Plan 565LK, Block 4, Lot(s) 4 be approved as presented subject to:

1. Must conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Relaxation granted for oversized garage to 768 sq ft.
4. Construction to be in accordance with the Alberta Building Code.
5. External finished appearance of the proposed construction to be compatible with that of existing development.
6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
7. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations)
8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
9. Contractor(s) to have a valid Business License with the Town of Drumheller.

Seconded by A. Berdahl – Carried.

3.4 T10075D – Janet Senior – Handicap Ramp, Parking & Garbage Relocation – "R-4"



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C. Wood presented Development Permit T10075D submitted by Janet Senior for a Handicap Ramp, Parking & Garbage relocation to be located at 250 – 2nd. St. E. Plan 2089, Block 27, Lot(s) 31 – 37. Zoning is "R-4", Residential District. Seniors Lodge is a discretionary use under Land Use By-Law 10-08, Part VI, Sec. 22 (b).

Plans presented show a 6 meter setback at the rear. Land Use By-Law 10-08, Part VI, Sec. 22 C, Page 58 (5 a & 5 b) states:

(C)

5. (a) 7.6m (25 ft.) and
(b) 1m (3.2 ft.) for accessory buildings.

They will be taking one parking stall away on the north side and adding a second one on the south side of the building. The relocation of the garbage bins to the north side of the building will make this move possible and create one new parking stall. Land Use By-Law 10-08, Part VI, Sec. 22 E (1), page 60 states:

- (e) **Parking**
Assisted Living, Senior's Lodge and Supportive Living – One (1) Per 93m (2) (1,000 sq. Ft.) of gross floor area.

Motion: A. Berdahl that Development Permit T10075D submitted by Janet Senior for a Handicap Ramp, Parking & Garbage relocation to be located at 250 – 2nd. St. E. Plan 2089, Block 27, Lot(s) 31 – 37. be approved as presented subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Construction of building and development as per plans submitted. Any modifications must be first approved by the Development Officer/Municipal Planning Commission.
3. Relaxation to rear yard setback to 20 ft. as per site plan submitted.
4. Any and all additional, larger or modified improvements such as driveways, curb cuts, service connections, etc. shall be at Owners' expense.
5. External finished appearance of the proposed construction to be compatible with that of the existing development.
6. Parking plan as per parking regulations in Land Use Bylaw 10-08.
7. Landscaping to be in accordance with Land Use Bylaw 10-08; Policy C04-02 and to the satisfaction of the Development Officer.
8. All necessary safety codes permits to be in place prior to construction.
9. Construction shall be in conformance with the Alberta Building and Fire codes.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
11. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
12. All Contractors to be in possession of a Valid Town of Drumheller Business License.

Seconded by D. Simon – Carried



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3.5 T10076D – Bonnie Polych – Single Family Residence – “A”

C. Woods presented Development Permit T10076D submitted by Bonnie Polych for a single family home to be located at 765 Excelsior Ave., Ptn. SE ¼ Sec. 7, Twp. 28, Rng. 19 W4th., 4.69 Hectares (11.60 Acres). Zoning is “A” Agricultural. There are no permitted uses in the Agricultural District. Single Detached Dwellings are a discretionary use. Land Use By-Law 10-08, Part VI, Sec. 37(c), page 115 states:

(c) Minimum Requirements

1. Site area:

(a) 8 (eight) ha (20 acres)

We cannot approve this application. The minimum site requirement has not been met and there is no relaxation allowed. It is an existing parcel but, under the By-law, it cannot be developed without Subdivision Development Appeal Board approval. Site relaxation is not allowed.

Land Use By-Law 10-08, Part III, Sec.9, (i), (ii), (iii), (iiii), page 33 states:

- (i) A proposed subdivision; the setback requirements for the existing buildings may be relaxed to allow the subdivision of the lot, if the subdivision would not increase any non conformity and/or may allow redevelopment in the future.**
- (ii) An addition to an existing residential development in an established area; the front, side or rear yards may be relaxed if the proposed development would be compatible with existing developments in the surrounding area and will not unduly interfere with the amenities of the neighbourhood.**
- (iii) A proposed development on a vacant parcel registered in the Land Titles Office prior to 1967; the front, side or rear yard requirements may be relaxed greater than the standards outlined in Section 8(7)(a), provided the proposed setback is compatible with existing buildings on adjacent lots and will not unduly interfere with the amenities of the neighbourhood.**
- (iv) In a lane less subdivision, in the R-1, R-1A, R-2, R-3, and MHR districts relax the minimum 10 ft. side yard requirement based on evaluation of each individual development provided the minimum side yard requirement of 4 ft. is met.**

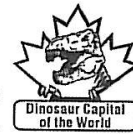
B. Weibe has proposed a change in the wording of the Land Use Bylaw. The following proposed changes in the wording of this By-Law would give us discretion and enable us to approve these types of applications where it would not change anything in the acreage. The wording would be changed as follows:

- (i) A proposed subdivision; the minimum requirements for existing buildings may be relaxed to allow the subdivision of the lot, if the subdivision would not increase any non conformity and/or may allow redevelopment in the future.**
- (ii) As addition to an existing residential development in an established area; the minimum requirements may be relaxed if the proposed development would be compatible with existing developments in the surrounding area and will not unduly interfere with the amenities of the neighbourhood.**
- (iii) A proposed development on a vacant parcel registered in the Land Titles Office prior to 1967; the minimum requirements may be relaxed greater than the standards outlined in Section 8(7)(a), provided the proposed setback is compatible with existing buildings on adjacent lots and will not unduly interfere with the amenities of the neighbourhood.**
- (iv) The minimum site area may be relaxed on an existing non-conforming lot where the proposed development is otherwise in accordance with the Land Use By-Law and any other Provincial or Municipal regulations.**



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Motion: I. Doucette that Development Permit T10076D submitted by Bonnie Polych be declined. Support for the proposed changes to Land Use By-Law 10-08 Part III, Sec.9, (i), (ii), (iii), (iii); page 33 is offered to B. Weibe.

Seconded by S. Shoff – Carried

3.6 T10078D –Ron Davies– Addition to Storage Shed 10 x 15– “SCR”

C. Woods presented Development Permit T10078D submitted by Ron Davies for an addition to an existing storage shed to be located at 80 – 8th Ave. N. Cambria, Plan 9412439, Block 1. Zoning “SCR” Suburb Community Residential District. The existing Garage 23’x27’ = 621 sq. Ft. plus proposed addition of 10’x37’ = 370 sq. Ft. leave a total sq. Footage of 991. Land Use By-Law 10-08, Part VI, Sec. 27, Part D (2) states:

2. **Site Coverage:**

(a) Unless otherwise approved by the Municipal Planning Commission, accessory buildings shall not exceed the lesser of 67m (2) (728 sq. Ft.) or 15% of lot coverage.

Motion: R. Greene. that Development Permit T10078D submitted by Ron Davies be approved as presented subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Relaxation granted for site coverage of accessory buildings to 991 sq ft. as per site plans submitted.
3. External finished appearance of the proposed construction to be compatible of that of existing development.
4. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
5. If the holder of the permit/property owner wishes to make any changes in the proposed development or additions to same from application as approved (i.e.; secondary suite), the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary
6. All contractors to be in possession of a valid Town of Drumheller business license.

Development to conform to any and all Municipal, Provincial or Federal legislation.

Seconded by J. Neilsen – Carried

3.7 T10016S –Shaun Creaney (Priority Permits Ltd.)– Sign Placement “C-B”

C. Woods presented Development Permit T10016S submitted by Shaun Creaney (Priority Permits Ltd) for a sign to be located at 249 – 3 Ave. W. Plan 5952JK, Block 21.. Zoning “C-B” Central Commercial.

Sign placement is at the discretion of the Municipal Planning Commission.

This development has been heard before and was tabled requiring information from Alberta Transportation. A letter from them was supplied showing their agreement with the compliance to Alberta Transportation’s requirements.



Infrastructure has recommended the sign be flipped around with the thick part on the other side and the sign be set back according to the By-Law.

Motion: S. Shoff that Development Permit T10016S submitted by **Shaun Creaney (Priority Permits Ltd.)**– be tabled to accommodate the recommendations of sign placement and subject to the following conditions:

81. Signs

1. (B) No sign shall be erected on or affixed to public property or a road right-of-way without the prior consent of the municipality for local rights-of-way or Alberta Transportation for highway rights-of-way.
- (h) No sign shall be erected so as to obstruct free and clear vision of vehicular traffic, or be located, or display a light intensity or color where it may interfere with, or be confused with any authorized traffic sign, signal or device and in so doing create a traffic hazard.
2. (c) the sign setback a minimum of 6.1 m (20 ft) from a curb or 1.5 (5 ft) from a property line, which ever is the greater distance unless otherwise approved by the Municipal Planning Commission.

The Municipal Planning Commission concurs with the Town of Drumheller in that;

The thickness of the base of the Freestanding Sign, and the proposed placement of only 7 ft from the curb, would be an obstruction to free and clear vision of vehicular and pedestrian traffic at the proposed location.

Seconded by I. Doucette. – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

B. Weibe presented an application for a Land Use Bylaw Amendment for By-Law #10-08, Part VI, Sec. 37 (b) Discretionary Uses submitted by Zrinko Ametu of 605 – 17 St. SW, Plan 9210370, Block 2, Qtr/L.S.D: SE Sec. 9, Twp. 2, Rng. 20, M: 4. To add additional land uses to "A" district:

BYLAW # 17-10

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



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

1. Amendments to Part VI Land Use Districts as follows:

Addition of the following defined land uses as discretionary uses in the - Agricultural land use district:

'Boarding or Lodging House'

'Commercial Tourist Development'

'Bed and Breakfast Establishment'

'Restaurant – accessory to an associated principal use'

'Drinking Establishment – Minor – accessory to an associated principal use'

'Active and passive recreational uses, where consistent with the general purpose of this district'

These six different uses being applied for are being added as Discretionary and will be site specific basis. This is a control issue and will be used to change the Bylaw only and not specific to any one applicant. The applicant must still apply to the Municipal Planning Commission for permission.

By-Law #10-08, Part VI, Sec. 37(e) Accessory Buildings:

We need to review the size of accessory buildings to see if the size limits are still good or if they need to be changed to reflect current building sizes.

Motion: D. Simon that we support the recommendation as presented.

Second: A. Berdahl. - Carried.

5.0 OTHER DISCUSSION ITEMS:

T10074D – PDGA (Craig Burrows-Johnson) - Wayne Disc Golf Association Event: NE 07-28-19 W4M

This is presented as information only as technical difficulties required us to have a conference call in the place of a meeting.

Land Use Bylaw 10-08, Part VII, Sec. 78, Page 146 states:

80. Temporary or Special Events

Notwithstanding the land uses listed and other provisions of this bylaw, the Development Authority may require an application for a development permit for a temporary use or limited time special event in any land use district, if in their opinion the proposal:

- a) Is not a use that would typically be allowed in the district, or***
- b) Has the potential to unduly interfere with the amenities of the surrounding neighbourhood, if appropriate conditions or restrictions are not applied.***



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The Municipal Planning Commission may approve such an application if in their opinion; the use would not unduly interfere with the amenities of the surrounding neighbourhood, or materially interfere with or affect the use and enjoyment of neighbouring parcels. When considering such an application, the Municipal Planning Commission shall have regard to the location and its proximity to residential properties; traffic access and parking; and the availability of utility services. Approval is subject to the temporary use or special event not conflicting with any other municipal bylaw.

Prior to making a decision on such an application, the Municipal Planning Commission may refer the application to Police, Fire, health or other relevant authorities for comment.

The attached two copies of the application to hold this event show the event to be the same as 2009. There was some concern regarding the wording on the insurance certificate in 2009 and that has been changed and sent to our Insurance Company for review. All is in order.

This is not a permanent application although the applicant mentions that it is on page 8. He has been made aware that he must apply for a permanent license separately. This special event license will be for July 30th. and August 1st. 2010 only.

Motion: Accept as presented – carried.

Approved with the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Special Event Permit effective July 30, 2010 to August 1, 2010.
3. Must provide Certificate of Insurance in favour of the Town of Drumheller and such policy will keep the Town harmless and indemnified against any and all expenses, loss, damage, claim or action to which the Town may be put arising out of the operation of the said event.
4. Refuse containers and a minimum of two porta sans available on site for public use during the event.
5. There will be absolutely **no** camping on the premises or on adjacent or nearby properties at any time. Those Patrons wishing to camp should be directed to approved campgrounds only.
6. Development to conform to any and all other pertinent Municipal, Provincial or Federal legislation.
7. Town of Drumheller Noise Bylaw 25-98 to be strictly adhered to at all times.

Yoga in East Coulee:

There has been a request to build a deck on an unoccupied, non-serviced building in order to have Yoga lessons in an outdoor location facing the river.

Land Use Bylaw 10-08, Part 1, Page 16 "Home Occupation" states:

"Home Occupation" means any occupation, trade, profession, or craft carried on by an occupant of a residential building or a use secondary to the residential use of the building, and which does not change the residential nature of the building nor the neighbourhood or have any exterior evidence of such secondary use other than a small name plate, not exceeding 0.28 m(2) (3 sq. ft.) in area. A home occupation does not include the outside storage of materials, goods or equipment, nor the employment of more than one paid assistant other than the occupant and the occupant's family;

This cannot be addressed as a "Home Occupation" because the applicant does not live there.



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DCT Sign (LED)

There has been a suit filed with the courts citing the 'Nuisance Bylaw' as a way to have this sign removed. A. Berdahl has requested a status update be provided to the MPC prior to September 10th. Court date. Cindy will provide.

Adjournment – D. Simon motion to adjourn at 12:45 pm.

Chairperson

Development Officer



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Municipal Planning Commission MINUTES Meeting of Thursday, August 12, 2010

Present:

Dennis Simon, Member
Andrew Berdahl, Councillor
Cindy Woods, Safety Codes
Judy Quintin-Arvidson, Recording Secretary
Jeanette Neilson, Chairperson
Sharel Shoff, Councillor/Member
Irene Doucette, Member

Absent:

Brad Wiebe, PRMS
Kate Lima, Development Officer
Paul Salvatore, Director of Community Services
Robert Greene, Member

1.0 CALL TO ORDER – 12:10 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 July 29, 2010

Motion: I. Doucette moved to approve the minutes of July 29, 2010 as presented. Second S. Shoff. Carried

3.0 DEVELOPMENT PERMITS

3.1 T10086H – Susan Wharton – Jewellery & Pedicure (Mobile) – “R3” Home Occupation

C. Woods presented Development Permit T10086H submitted by Susan Wharton for a Mobile Pedicure to be added to the existing Home Occupation of Jewellery Design to be located at 716 – 3rd. Ave West, Plan 7251CK, Block 47, Lot(s) 11& 1/2 of 12. Zoning is “R3” Residential District Home Occupation. Home Occupation is a discretionary use. This application has Health Authority Approval for the Home Occupation of Pedicure and Jewellery Design. There is ample parking at the residence for clients and the mobile portion will be conducted in a Freestar Van.

Motion: S. Shoff that the Development Permit T10086H submitted by Susan Wharton for a Home Occupation and Mobile Home Occupation for Jewellery Design and Pedicure to be located at 716 – 3rd. Ave. West, Plan 7251CK, Block 47, Lot(s) 11& 1/2 of 12 be approved subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Annual Business License is required.
3. There shall be no outside storage of materials, commodities or finished products.
4. Placement/replacement of signage must be made under separate development application. Must be maintained to satisfaction of development officer. Signage is restricted to one sign per site attached to a building. Signage is not to exceed 0.9 m (10 square feet).
5. Applicant to have written confirmation that any/all requirements of the Regional Health Authority have been met.
6. If the holder of the permit wishes to make any change in the operation of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must



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7. obtain prior permission of the Development Officer/Municipal Planning Commission.
Permit expires December 31, 2010.

Seconded by D. Simon – Carried.

3.2 T10080D – Zrinko Ameril – To Move a Mobile Home onto Ski Hill Land – “A” Agricultural

C. Woods presented Development Permit T10080D submitted by Zrinko Ameril for moving a Mobile Home onto land located at Plan 9210370, Block 3. This property is zoned agricultural and there are no permitted uses under that zoning. C. Woods read a letter from Z. Ameril which stated:

Introduction:

Since I have taken over a GM position in 2007, Drumheller Valley Ski Hill suffered extreme damages to its property, both in vandalism, robberies and removal of the property from the Ski Hill grounds. As the access to the site is shared by both the Canadian Passion Play and the Ski Hill, roads have taken semi-public nature. Simply blocking the access to the site with the main gate does not work as many visitors to the Valley are drawn to the stage of the Passion Play even during the times when no activities occur there and when no Passion Play Staff is on Site.

We have had on staff full time security personnel this year, but the cost of this is prohibitive and only a temporary solution. Setting up manager's residence on site will provide full time occupation for the benefit of both the Ski Hill and the Passion Play.

Scope of Work:

Mobile home, 6.6mx26.5m would be located on the property, 33m above the floor of the Valley and far from any regular foot or visitor traffic. It would be positioned facing east so that it represents minimal cross-section for the clients as they are skiing down the hill. Hook up to Ski Hill services would be done and metered in conjunction with the ski Hill usage.

Neighbouring Inconvenience:

With a minimal distance of 400m to the closest home and work done during regular daylight hours we do not anticipate any dust, noise, and traffic or nuisance inconvenience to the local residential or business neighbours. Furthermore, located 33m above the Valley floor building will not be visible from 500m radius.

C. woods informed the board that under the Agricultural zoning Mobile Home use is a discretionary use. Page 7 of the information shows the proposed position of the Mobile Home highlighted in yellow. Z. Ameril has provided a letter of approval from the property owner for this placement. The Mobile Home meets the requirements of size and age in the Bylaw.

S. Shoff asked if we want to start putting Mobile Homes on Commercial lands. C. Woods explained Mobile Homes are a discretionary use; however this would be a secondary use as the buildings currently on the land are recreational at present.

D. Simon questioned where the cars would park and would this cause a problem with the residents. It was confirmed that the Passion Play was a separate property.



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Notification circulation to the existing neighbours is an option.

C. Woods informed the board that we have nothing to compare this type of application to here in Drumheller. The only reference we have is a campground and it is completely different because they have overnight guests.

J. Neilson asked what we would need to proceed with this application.

S. Shoff felt the proprietor living in a private home was not a good idea.

C. Woods informed the board she had contacted the Town of Peace River because they are about the same size as Drumheller and have a similar type of Ski Hill. They advised her they would not allow on site security because it would be too difficult to regulate a commercial property that way. Bylaws to adhere to would be all of Commercial, Residential and Agricultural thus making it impossible to regulate properly.

D. Simon had a problem with setting precedence.

S. Shoff pointed out that if we allow a Mobile Home up there for security, then what would we do if they asked for one for the manager, and one for the staff, and ongoing – where would we be able to set limits.

This could be approved with limits. If there was a request to change the limits at a later date, it would take another application.

S. Shoff questioned which Bylaw would apply if it were approved – Commercial or Residential. C. Woods advised that Residential Bylaw permitted overnight guests on the property for 72 hours and Commercial Bylaws do not allow any overnight parking on the property. Agricultural Bylaw does not specifically address this issue.

Mr. A. Berdahl verified Z. Ameril is not the owner of the property. As we do not know of any standards regarding this type of zoning, C. Woods attached the entire Bylaw of Discretionary use allowed. None of the proposed Bylaw amendments address this issue either.

J. Neilsen inquired whether Z. Ameril is being paid as security to look after the Ski Hill and by whom. The answer was unknown.

Mr. A. Berdahl inquired if this had been discussed with the Palliser Planning Commission. C. Woods advised she had not been in contact with B. Weibe as he is on vacation. A. Berdahl would like to have the opinion of B. Weibe before we proceed with this and recommend we table at this time.

Motion: That Development Permit T10080D submitted by Zrinko Ameril for moving a Mobile Home onto land located at Plan 9210370, Block 3. Be **tabled** until we can obtain the advice of the Palliser Planning Commission.

Seconded – S. Shoff – Carried.

3.3 T10081D – Diede Borst – 28x38 Detached Garage 20 – 21' H (1064 sq. Ft.) – "CR"

C. Woods presented Development Permit T10081D submitted by Diede Borst for a 28 x 38 (1064 sq. Ft.) detached garage to be located at 5565 North Dinosaur Trail, Plan 9212566, Block 3, Lot(s) 7, 18 TWP, 29 Rng, 20W4th. Zoning is "CR" – Country Residential. The property is out of the flood zone and has been approved for a subdivision to increase the size of the property. The building will be 17' away from the home. The existing shop on the



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property is an existing blacksmith shop which is 2400 sq. Ft. This building would increase the coverage of the property by out buildings to 3464 sq. Ft. which is 9% of the present site. ***Land Use Bylaw 10-08, Part VI, Sec. 25, Page 70 (d) states:***

3. Height:

(b) 6.0 m (19.7 ft) for accessory buildings

4. Site Coverage:

(b) Unless otherwise approved by the Municipal Planning Commission, accessory buildings shall not exceed the lesser of 140 m (2) (1500 sq. Ft.) or 3% of lot coverage.

(e) Accessory Buildings

6. An accessory building shall be located at least 4.57m (15 ft.) from any principal building.

7. The General Land Use Regulations (Section 48 a – f) shall not apply to the "CR" Country Residential District.

This application will require a 7% relaxation, which is within the authority of this board. The relaxation for the height is within the authority of the Municipal Planning Commission as well.

Motion: S. Shoff that Development Permit T10081D for a 28 x 38 (1064 sq. Ft.) detached garage to be located at 5565 North Dinosaur Trail, Plan 9212566, Block 3, Lot(s) 7, 18 TWP, 29 Rng, 20W4th be approved as presented subject to:

1. Must conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Construction to be in accordance with the Alberta Building Code.
4. Relaxation granted for over sized garage as per plans submitted.
5. External finished appearance of the proposed construction to be compatible with that of existing development.
6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
7. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
8. Development to conform to any/all Municipal, Provincial and/or Federal regulations.
9. Contractor(s) to have a valid Business License with the Town of Drumheller.

Seconded by D. Simon – Carried.

J. Neilsen adjourned 12:30 p.m.



Chairperson

Development Officer

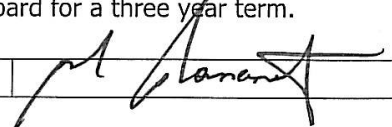


DRUMHELLER

REQUEST FOR DECISION



Request for Decision

		Date:	September 13, 2010
Topic:	DRUMHELLER HOUSING ADMINISTRATION APPOINTMENTS		
Proposal:	The Drumheller Housing Administration has one vacancy on their board with one application received. Gordon Clozza would like to serve on the Board.		
Proposed by:	Raymond Romanetz		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:	N/A		
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointment of Gordon W. Clozza to the Drumheller Housing Administration Board for a three year term.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Ray Romanetz	1
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DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for HOUSING AUTHORITY

Date AUGUST 13, 2010

Name of Applicant GORDON W. CLOZZA

Address _____

Length of Res. _____

Past Service on Similar Boards SEPARATE SCHOOL BD.

BRIEF PERSONAL HISTORY (include information which you feel would assist Council in making a decision as to your capabilities to serve on this Board)

"SOME" LEGAL BACKGROUND.

G. Clozza
Signature of Applicant



Request for Decision

Date:	10 Sep 2010
Meeting Type:	Regular Council
Topic:	Voting Subdivisions
Proposal:	<p>In preparation for the upcoming election, we are looking to have the voting subdivisions redefined to allow flexibility should we not obtain sufficient workers and if we do to allow more flexibility in operating the voting stations. Per the Local Authorities Election Act (LAEA) 36(1) Voting subdivisions cannot be modified from when the notice of election is given and election day. The current voting subdivisions and their voting stations for this election are:</p> <ol style="list-style-type: none"> 1. East Coulee at East Coulee Community Hall 2. Rosedale/Cambria/Wayne at Rosedale Community Hall 3. Nacmine at Nacmine Community Hall 4. Newcastle at Newcastle Community Hall 5. Midland at Midland Hall 6. North Drumheller at Midland Hall 7. West Central at Civic Centre 8. East Central at Civic Centre 9. Parkdale at Civic Centre 10. Riverview Park at Civic Centre 11. Bankview at Church of the Nazarene - Fellowship Hall 12. Twin Hills at Church of the Nazarene - Fellowship Hall 13. Greentree at Church of the Nazarene - Fellowship Hall <p>The proposed voting subdivisions would leave East Coulee, Rosedale/Cambria/Wayne, Nacmine and Newcastle the same. Midland and North Drumheller would be combined as the North. West Central, East Central, Parkdale, and Riverview Park would be combined as the Central. Bankview, Twin Hills, and Greentree would be combined as South.</p> <p>Proposed subdivision and voting stations are:</p> <ol style="list-style-type: none"> 1. East Coulee at East Coulee Community Hall 2. Rosedale/Cambria/Wayne at Rosedale Community Hall 3. Nacmine at Nacmine Community Hall 4. Newcastle at Newcastle Community Hall 5. North at Midland Hall 6. Central at Civic Centre 7. South at Church of the Nazarene - Fellowship Hall <p>The attached map shows in colour the current subdivisions and in black outline what the revised boundaries would be.</p>

Agenda Item # 8.3.1

	The combining of voting subdivisions coincides with the location of where the subdivisions go to vote so the voters should not notice any major difference. What this will allow is for the setup of the voting stations to be structured in a manner that will allow better use of staff resources and potentially allow the workers the opportunity to take a break without affecting the operation of the voting station.		
Proposed by:	Michael Roy		
Correlation to Business (Strategic) Plan			
Benefits:	<ul style="list-style-type: none"> • Allows better utilization of staff resources • Allows flexibility should desired staffing levels not be attained • Allows a voting station to be setup in a layout that will have more staff available per voting subdivision • With more staff available in a voting subdivision will help ensure that voters will be processed in a quick and timely fashion • Will allow more tables per subdivision (previous votes had a maximum of 2 tables per voting subdivision) 		
Disadvantages:	<ul style="list-style-type: none"> • Could slow down the counting of votes as there will be more ballots in the ballot boxes 		
Alternatives:	<ul style="list-style-type: none"> • Council authorize the revised subdivisions as presented. • Council authorize revised subdivisions as directed by Council • Council accept the report for information 		
Finance/Budget Implications:	n/a		
Operating Costs:	n/a	Capital Costs:	n/a
Budget Available:	n/a	Source of Funds	n/a
Budget Cost:	n/a	Underbudgeted Cost:	n/a
Communication Strategy:	Revised subdivisions would be posted on the website and included in the election ads advertising the location and time of voting.		
Recommendations:	Council authorize the revised subdivisions as presented.		
Report Writer:	Michael Roy		
Position:	Director of Corporate Services		
	CAO:		

