

Town of Drumheller COUNCIL MEETING AGENDA

March 14, 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

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 3-10 5.1.1 Regular Council Meeting Minutes of February 28, 2011
- 11-12 5.1.2 Special Council Meeting Minutes of March 7, 2011

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 13-17 5.2.1 Municipal Planning Commission Minutes of February 17, 2011

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

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8.1. CAO

- 18-22 8.1.1 RFD - Regional Bylaw Enforcement Services Study Project
- 23-25 8.1.2 RFD (Direction) - Central School (Drumheller)
- 26-27 8.1.3 RFD - Badlands Community Facility - Fitness Centre Operations

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8.4.1 RFD - Heritage Steering Committee

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

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11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

... **Town of Drumheller
COUNCIL MEETING
MINUTES**

February 28, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

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

1.0 CALL TO ORDER

- 1.1 Councillor Lisa Hansen-Zacharuk was sworn in as Deputy Mayor for the months of March and April, 2011.

2.0 MAYOR'S OPENING REMARK

- 2.1 Mayor Yemen provided an overview of the meeting with Hon. Jack Hayden - MLA, R. Romanetz and himself held on February 18th as follows:

- Hon. Hayden was supportive of Pat Doyle's housing situation (six houses in Alberta are in a similar situation and the Province will consider the matter globally);

- Drumheller Housing Administration - Hon. Hayden will confirm with

- ...
- Agenda Item # 5.1.1**
- East Coulee Water Line / Golf Course Water Line / East Coulee Wastewater Treatment Plant - applications for funding are in the queue and Hon. Hayden requested that the Town prioritize the projects. He stated that he will speak with the approval authorities to hopefully speed up the process.
 - Acquisition of CN line - Hon. Hayden agreed that the purchase would be a positive move and a value to the tourism industry.
 - Local Improvements on 9th Street NW - The Town had an understanding that the Health Board would pay their share and they are now declining to pay their share. Hon. Hayden agreed to discuss this matter with the appropriate Minister.
 - CFEP and CIP - both programs have been eliminated for municipalities however the program is available to service groups. Discussed two projects that could be coming forward from the Skateboard Park and Humane Society under their own submissions - the Town can support the project through work hours and other initiatives.

Councillor A. Berdahl asked for an update on the Humane Society's building. P. Salvatore advised that he has been in contact with the group to discuss their future operations and grant applications. Some possible locations that include Town owned land and potential building partnerships have been presented to the group. R. Romanetz stated that the Humane Society would enter into a lease agreement for the land and if they should disband their operations, the land would revert back to the Town. He further stated that as partners the Town would provide the land (long term lease) plus labour (including partnership with the Penitentiary Inmate Program) / equipment which may serve as the matching portion of the grant dollars.

- 2.2 Mayor T. Yemen presented a letter from Chris Riege, Group Lead, Community Relations, Encana which states that Encana is pleased to present their second cheque in the amount of \$250,000 for sponsorship of the Badlands Community Facility.
- 2.3 Mayor T. Yemen presented a plaque from Lieutenant-Colonel J.G. Pospolita in recognition of the support provided by the Town Drumheller to the men and women serving in Afghanistan, and to their families, this scroll certifies that the flag of the Town of Drumheller provided to Master Corporal Matt Chinn, a member of the Canadian Forces' Calgary Highlanders, and while on deployment, serving with the Force Protection Company for the Kandahar Provincial Reconstruction Team, was flown for the duration of Rotation 8 at Camp Nathan Smith, Kandahar, Afghanistan.

3.0 PUBLIC HEARING

... Addition to Agenda: 14.1 In camera: Personnel Matter

MO2011.40 Shoff, Garbutt moved to adopt the agenda as amended. Carried unanimously. **Agenda Item # 5.1.1**

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of February 14, 2011

MO2011.41 Berdahl, Stanford moved to adopt the regular Council Meeting minutes of February 14, 2011 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Minutes of December 2, 2010

5.2.2 Municipal Planning Commission Minutes of January 20, 2011

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Badlands Community Gardens Society - Chris Marion

Chris Marion, provided an overview of the proposed Heritage Garden at Munchie Park (Petro Canada Park). The plan as designed by Olds College Landscape Graphics includes native prairie plants, flower meadow, dry creek beds, rock garden, shaded picnic area, dust reduction, smooth wide paths for accessibility, other landscape designs and seating areas. The plan is based on xeriscaping principles and it is hopeful that residents will reciprocate the ideas in their own gardens. The group has applied for grant dollars under the New Horizons Seniors Program with the intention that the youth and seniors will work together on the project. Munchie will remain in place as is. There will an open house on March 10th from 7 – 9:00 PM at the Civic Centre. Council is invited to the ground breaking ceremony to be held on April 21st with the opening ceremony to be held in September. There are many partners on the project which include but not limited to: Communities in Bloom, Greentree School students, Drumheller Institution, Drumheller Literacy, Olds College and the Town of Drumheller. She requested that the Town provide water for the park - drip irrigation, earth moving equipment, and solar powered light standards.

R. Romanetz stated that the lease can be cancelled on 30 day notice and he will request a longer term. He also cautioned that the property is for sale. He suggested that Petro Canada be contacted and apprised of the proposed project.

agreement, nothing will be attached to the property and fixtures will be movable.

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Councillor D. Stanford cautioned that the design should allow for the contractor to run test holes. C. Marion stated that the test holes are around the peripheral of the property and their plans take this into account. In response to a question from Council, C. Marion stated that the total project cost is \$75,000 with a breakdown of revenue as follows: \$25,000 of volunteer labour; two grant applications in the amount of \$10,000 each with the remaining dollars as donations.

Council commended Chris for her efforts.

- 6.2 Badlands Ambulance Services Society - EMS Coordinator Bruce Coad
B. Coad, Coordinator for EMS Ambulance, provided an overview of the Badlands Society operations. He stated that the service went to advance life support a few years ago which provides an enhanced service with a paramedic who can do advance procedures that go beyond the basic life support. Badlands Ambulance is fortunate to be operating with a first vehicle at 24 hours / 7 days and a second vehicle about 30% of that time. He stated that the Province is handling governance and funding of EMS. They are doing direct delivery in about 75% of the province. The rural areas have remained in a contract position with Alberta Health Services. He explained that at the request of the province due to overwhelming renewals, Badlands Ambulance Services Society has agreed to a letter of intent for a one year extension (April 1 to March 31, 2012) and to negotiate a five year contract (2012-2017) with a possible further two year extension. Although it is expected that the Society operates at the previous year budget, the Province is expecting that the change order process will be used where costs are increased. He explained that there is a lot of work to put together a budget for the five year contract. He explained that some budget considerations will be given to the Province's 123 new standardized protocols that every EMT is required to learn – new protocols (best practices) will be implemented in December. They will also need to forecast transfers for the next five years. He explained that all factor needs to be considered on whether there is going to be a greater demand on the service, i.e. expansion to the Institution. He stated that he is open to dialogue where increases are proposed, i.e. oil and gas industry. He stated that he appreciates the support of the Town of Drumheller as they have provided the tools to meet the two minutes response time frame – Drumheller's response time is one of the highest in the province.

Council thanked Bruce for his presentation.

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J. Ohlhauser stated that the Hope Health initiative is an opportunity to stimulate Drumheller's economy and to become a provincially recognized centre for unique specialization in health care in the rural area. He stated that the initiative is a partnership with Community Futures Big Country and has the support of the Economic Development Task Force. Their intentions is to start with the college first but their plans include a research and clinic component as well. There is a need for a college in Drumheller that offers a unique program in the post secondary education marketplace. First year of classes is anticipated for the fall of 2012 with an enrollment projection of 38. Tuition will be based on the models of their partnering schools – Bow Valley College, Red Deer College and Olds College. Their first year program will offer courses for licensed practical nurse, physical therapy assistant and Business Administration. Five year enrollment projections are targeted at 1000 students with 200 of those students out of Drumheller. Hope College has recently been approved to submit a proposal to the Rural Alberta Development Fund for a grant to help cover the start-up costs associated with the first three years of operations in the amount of \$1.1M. Business model focuses on the first three years of operations (which is the target for success). Initial funding will go towards marketing and the need to promote the college with the grads in April. They need to identify that the local community supports the initiative with a matching component of \$300,000 in addition to in-kind support - \$100,000 from the community each of the three years. They are looking for pledges only – they only need the matching dollars if the grant is approved. The Business Model is structured so that 1/3 of the pledges is for student scholarships. He explained that they will be accepting charitable donations however it may take six months to set up. He stated that currently they have four pledges at the \$30,000 level and they are targeting major corporations doing business in the community at that level. The fundraising plan is being presented in the community. He stated that the Town has donated \$5,000 last year and asking for this same commitment for the next three years – for a total \$15,000.

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In response to a question from Council, Hope College intends to operate from the former St. Anthony School site and looking at the residential component (dormitory) to be located at the old hospital site.

Council thanked Jon and Jordan for their presentation.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

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...
R. Romanetz advised that the previous Council, on March 2, 2009 adopted the 2009-2011 operating budget. Since that time, changes have been made to the 2011 budget and the revisions need to be approved by Council. The capital budget is approved annually. He explained that the passing of the bylaw will allow staff to prepare the mill rate bylaw and hire consultants for the capital projects. **Agenda Item # 5.1.1**

M. Roy provided an overview of the changes to the operational budget due to the new reporting requirements for depreciation. The bottom-line shows a deficit of \$3.9M. The expense related to the amortization does not have to be funded as per provincial regulations as it is a non cash item.

MO2011.42 Berdahl, Zariski moved to approve the Town of Drumheller's 2011 Operating Budget as amended and the 2011 Capital budget as presented.

Discussion held on Motion:

Councillor S. Shoff stated that she will not vote in favour of the motion as she is not comfortable with some amounts on the capital side. In response to her concerns, M. Roy noted that the 10 year multi plan will require a complete review and is not part of the motion.

Councillor J. Garbutt asked for clarification on sub section 9701. M. Roy explained that the amount is a transfer to reserves - \$1.2M from operating which includes \$900,000 debenture savings from amalgamation was retained and transferred to the reserves for capital projects. A contingency amount of \$75,000 minimum and any extra surplus is transferred to the reserves for capital projects or whatever other projects Council determines.

Vote on Motion:

6 – in favour – Stanford, Zariski, Yemen, Hansen-Zacharuk, Berdahl, Garbutt

1 – opposed Shoff

Motion carried.

MO2011.43 Garbutt, Stanford that the Town of Drumheller pledge \$5,000 each year for the next three years. Carried unanimously.

In response to a question from Council, R. Romanetz explained that the dollars will be expensed from the Economic Development Budget.

8.1.2 RFD - Appointment of Alternate Representative to Marigold Regional Library Board

R. Romanetz advised that the Town of Drumheller has received a request from the Drumheller Public Library Board to appoint Louise Henrickson as the alternate representative to the Marigold Regional

Library System.

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MO2011.44 Hansen-Zacharuk, Garbutt that Council approve the appointment of Louise Henrickson as the Alternate Representative to the Marigold Regional Library System. Carried unanimously.

8.1.3 Comments on Provincial Budget 2011

R. Romanetz presented comments on AUMA's questions regarding the Provincial budget 2011 as follows:

- MSI was increased by \$10M but the bulk goes to the larger centers (Drumheller's numbers will be close to what was received in 2010).
- a slight increase of 3% to the education property tax - impact to the residents.
- Province intends to do a comprehensive review of the MGA over a two to five year period which may include a restructuring of the property assessment system in Alberta.
- there is no change to the funding formula for Municipal Policing Assistance Grants.
- Schedule on various grants – there is an increase in budgets specific to Edmonton, Calgary or Fort McMurray with little increase for other smaller communities.
- Water and Wastewater Program – it appears the bulk will go towards funding infrastructure in Fort McMurray. Councillor Berdahl asked the status on the Drumheller projects. R. Romanetz stated that Hon. Jack Hayden will speak to the approving authorities on our behalf. He further explained that urgency for the East Coulee Wastewater Plant that if it fails the Town will be in non compliance with our operating approval.
- Councillor Zariski requested Administration to explore the Town's options under the Green Transit Incentive Program.
- Councillor Zariski noted that the dollars for the seniors and affordable housing capital programs is cut by 46.9% and he stated that this was not acceptable.

8.1.4 RFD - Elected Officials Remuneration Task Force

R. Romanetz advised that at their meeting of February 14th, Council appointed five (5) Drumheller residents to review Council's remuneration and report back to Council. Since that time, Stan Baird has resigned due to the commitments required to serve in this capacity. It is recommended that the runner up applicant, Edward Laplante, be appointed for one term.

MO2011.45 Hansen-Zacharuk, Stanford that Council approve the appointment of Ed Laplante to the Elected Official Remuneration Review Task Force for one term.

Councillors Garbutt and Berdahl stated that a secret ballot vote should have applied to all the remaining candidates.

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Vote on Motion:

5 in favor – Stanford, Zariski, Yemen, Shoff, Hansen-Zacharuk

2 against – Garbutt, Berdahl.

Motion carried.

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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

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

MO2011.46 Hansen-Zacharuk, Stanford to move in camera at 6:30 PM. Carried unanimously.

14.1 Personnel Matter

MO2011.47 Garbutt, Berdahl to revert to regular Council meeting at 7:00 PM. Carried unanimously.

There being no further business, the Mayor adjourned the meeting at 7:00 PM.

Mayor

Chief Administrative Officer



**Town of Drumheller
SPECIAL COUNCIL MEETING
MINUTES**

March 7, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta

PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

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

1.0 CALL TO ORDER

2.0 IN-CAMERA MATTERS

MO2011.48 Hansen-Zacharuk, Stanford to move in camera at 4:30 PM. Carried unanimously.

2.1 CUPE Local 135 and Local 4604 Collective Bargaining Contract

MO2011.49 Garbutt, Berdahl to revert to regular Council meeting at 5:15 PM. Carried unanimously.

MO2011.50 Shoff, Hansen-Zacharuk that Council approve the Memorandum of Agreement between the Town of Drumheller and CUPE Local 135 dated February 23,

March 7, 2011

- ... 2011 and the Memorandum of Agreement between the Town of Drumheller and CUPE Local 4604 dated March 2, 2011 for the term January 1, 2011 to December 31, 2012. **Agenda Item # 5.1.2**
Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 5:18 PM.

Mayor

Chief Administrative Officer



Municipal Planning Commission
MINUTES
Meeting of Thursday, February 17, 2011

Present: Jeanette Neilson, Member
Sharel Shoff, Councillor/Member
Irene Doucette, Member
Robert Greene, Chairperson
Dennis Simon, Member
Shawn Francis, Member
Linda Taylor, Recording Secretary
Andrew Berdahl, Councillor
Brad Wiebe, PRMS
Cindy Woods, Development Officer
Judy Quintin-Arvidson, Acting Recording Secretary
Paul Salvatore, Director of Community Services

Absent:

1.0 CALL TO ORDER – 12:10 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 January 20, 2011

Motion: S. Shoff moved to approve the minutes of January 20, 2011 as presented.

3.0 DEVELOPMENT PERMITS

3.1 T00005D – Lubexx - Construction of Lube Service Building – “HWY-C”

C. Woods presented Development Permit T00005D submitted for the construction of a three bay, drive through, rapid lube service building to be located at 705 Highway 9 South, Drumheller on Plan 4742EM, Block: 2, Lot(s) 4, NE, Sec. 2, Twp. 29, Rng. 20 W4th. Zoning is “HWY-C” Highway Commercial District.

This development meets all the set backs for this district, however the initial concern is the traffic flow and whether there will be vehicles queuing on Highway 9 impeding traffic flow. The applicant responded to this concern by stating:

“The business that WE provide is a rapid “drive through” oil change and lubrication service within the building structure to customers that largely drive passenger type vehicles. The majority of the vehicles are between 4.5 m and 6m in length, averaging approximately 5.5 m.

- **Vehicle entry queue spaces have been provided for 2 spaces per bay with an average length of 5.5m. In our experience we rarely find more than 2 vehicles queuing per bay at any one time, as our customers do not want to wait in a queue for more than one hour. In our experience there would never be a situation where the queue would extend out onto Highway 9.**



- There is never more than one vehicle exiting our building at one time from all three bays, usually never needing to pause more than a couple of minutes before leaving our site. However we have provided a queue space per bay at the exiting side to allow for safe vehicle egress from the building onto the drive aisle.
- The drive aisle surrounding the building is provided primarily for vehicle access to staff parking and for the refuse pick-up vehicle to not have to turn around. That would not be occurring at the same time of day as when there are customer vehicle queues on site."

Concerns were raised with how traffic will flow in and out of the site location as indicated on the site plan. The customers will be entering the property and going directly to the right to enter the bays and this will be clearly marked. The parking stalls indicated on the site plan are for the use of the employees only, customers do not leave their cars when they come in for service. A recommendation should be made to ensure signage clearly indicates there is no left turn when leaving the premises as well.

The other concern was of the location of the refuse and garbage bins being in the area next to the Hoo Doo Motel. A site inspection revealed that the motel has no windows or openings anywhere near the intended location as indicated in the photos attached. The majority of their refuse will be recycled material as indicated in the application.

The local Fire Authority has reviewed the application and this development will have to adhere to Part 4 of the Provincial Fire Code regulations as well as meeting the requirements of the Alberta Health and Alberta Environment regulations. Alberta Transportation has requested a Roadside Development permit be taken by the applicant as well. If approved, the applicant will be changing the existing entrance to this property. A recommendation that the existing curb approach be replaced with actual curbing came from Alberta Transportation as well.

This property was previously discovered to have contaminated soil. There has been clean up done over the years including the removal of 243 tonnes of soil. A report released in November of 2009 indicates that some soil contamination is still there, however the levels are only slightly higher than the recommendations of Alberta Environment. All of the soil contamination is located on the South and South East corner of the lot, well away from the proposed development. Alberta Transportation expressed their concern with the contamination leaching onto the highway. C. Woods advised that one of the conditions placed on this application would be that the developer must comply with the Alberta Tier 1 Soil Remediation Guidelines. B. Weibe recommended that Alberta Environment be asked to provide input before we proceed.

Motion: S. Shoff that Development Permit T00005D submitted for the construction of a three bay, drive through, rapid lube service building to be located at 705 Highway 9 South, Plan 4742EM, Block: 2, Lot(s) 4, NE, Sec. 2, Twp29, Rng. 20 W4th. **be tabled** until we receive input from Alberta Environment with the incentive that we bring this application to MPC every two weeks for follow up.

Seconded – I. Doucette – Carried.

3.2 T00007D – Occupy as a Storage Yard – "M2" – Medium Industrial District

C. Woods presented Development Permit T00007D to occupy the site for a storage yard to be located at 342 & 336 1st Street North, Rosedale on Plan 91111062, Lot(s) 1 & 2. Zoning is "M2" - Medium Industrial District. Storage yards are a discretionary use in the M2 district.

This has actually been operated as a storage yard since he purchased the property however this use was never previously approved. The yard is used for storage of various materials as well as gravel trucks, trailers, machinery and some gravel products but no chemicals or hazardous material.



Motion: J. Neilsen that Development Permit T00007D be approved as presented subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
3. Most conform to the Town of Drumheller Community Standards Bylaw (16-10).
4. Parking as per land use bylaw 10-08.
5. 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 condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
6. Development application is required for signage placement and to be made under separate application prior to placement.
7. Development not approved for storage of chemicals and/or hazardous materials. Prior approval for these products will be required from the Regional Health and Fire Authority.
8. Development to conform to any/all Municipal, Provincial and/or Federal regulations or guidelines that may apply.
9. Annual business license is required.

Second – S. Francis - Carried

3.3 T00008D – Addition to Industrial Building– “M-2” – Medium Industrial District

C. Woods presented Development Permit T00008D for an addition to an existing Industrial building located at 3055 Highway #10, East on Plan 8610028, Block C, Lot(s) 2, NW ¼ Sec. 29, Twp 128, Rng. 19, W4th. Zoning is “M2” - Medium Industrial District.

The proposed addition would be 50'x80' (4000 sq. ft.) on the south end of the existing building as per the site plan submitted with the application. The addition is to accommodate an existing long term tenant with the intent of adding a mechanic shop for their vehicles. This building does not meet the requirements of the current Land Use Bylaw as the minimum side yard setbacks for this district are 5 m or 16.4 ft. A previous subdivision of the property has left buildings on both properties as non-conforming. Upon investigating, B. Wiebe discovered an error from a previous subdivision application in 1985. C. Woods referred to Land Use Bylaw 10-08, Sec. 69, (d), page 139, which states:

- (d) A non-conforming building may continue to be used but the building shall not be enlarged or added to, rebuilt or structurally altered except:**
- (iii) If, at the discretion of the Development Authority, the alterations do not increase the extent of the non-compliance and are within all other requirements of this Bylaw, the development may be permitted.**

This development will increase the extent of non-compliance and the side yard setback exceeds the 20% discretionary limit of the MPC. The adjacent landowner also has an issue with the expansion if it would negatively affect his land and/or his potential for future development.

Motion: A. Berdahl that the Development Permit T00008D for the addition to an existing building located at 3055 Highway #10, East, Plan 8610028, Block C, Lot(s) 2, NW ¼ Sec. 29, Twp 28, Rng. 19, W4th. be refused as;



As stated in Land Use Bylaw 10-08 Part III Sec 9(7) (a), the right side yard setback of the proposed development exceeds the 20% discretionary limits of the Municipal Planning Commission and;

Under Land Use Bylaw 10-08 Part VII Sec 69, Non-Conforming Buildings and Uses, the proposed development increases the extent of non-compliance of the existing building

Second I. Doucette – carried

B. Wiebe explained that in 1985 a subdivision application revealed there were 2 buildings on one property that were then 10' apart. Municipal Affairs originally refused the subdivision because the buildings would not meet the required set backs for the side yards in that district. After it was declined, it was reviewed by the then director of Palliser and he understood the zoning to be Agricultural so he approved as they had the discretion to relax the side yard setbacks in this district. This now makes both buildings legally non-conforming under the current zoning regulations. The Municipal Planning Commission does not have authority to approve this application as presented. The applicant would have to appeal to the Subdivision Development Appeal Board. I do not feel that it would have a negative effect on the existing properties to expand south. The owners have expressed that they could lose the current long term tenants if they cannot add onto the building.

Recommendation to SDAB – The Municipal Planning Commission has no objection to this development on the south end of the buildings, as long as appropriate fire rated materials are used and approvals obtained through the appropriate inspections.

3.4 T00010D – Baker Petrolite – Occupy & Placement of Chemical Storage Docks – "M2" – Medium Industrial District

C. Woods presented Development Permit T00010D to occupy and place chemical storage docks onto the site located at #4 Hy-Grade Crescent, Drumheller on Plan 971096, Block 11, Lot(s) 6 – 10. Zoning is "M2" - Medium Industrial District.

This is a chemical supply company that stores pre-made chemicals for the Oil & Gas industry currently located at 731 Elgin Close. A recent merger with BJ Services allows Baker Petrolite to move to their property located at 4 Hy-Grade Crescent. The local Fire Authority confirms they have met the all fire codes in the past and has no issues with the move to the new location other than where the docks are placed. There is a drainage ditch located on the property and they must meet appropriate regulations as far as distance from this ditch. A condition will be placed on this application that the local Fire Authority must approve the location of the docks prior to placement. Health services have been given a copy of the application so they are aware of the location of these chemicals. This move is actually a better place for this type of storage as it is off the highway and consistent with other company's in the area.

Motion: A. Berdahl that Development Permit T00010D for moving a storage building onto the site to be located at #4 Hy-Grade Crescent, Plan: 971096, Block 11, Lot(s) 6 – 10, be approved in accordance with the fire code and subject to the following conditions;

1. Development shall conform to Land Use Bylaw 10-08.
2. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment should be provided for the disposal and recycling of cardboard materials.
3. Development to conform to the Town of Drumheller Community Standards Bylaw (16-10).
4. **Location of docks must be approved by the local Fire Authority prior to placement.**



5. **An over-weight/over-dimensional permit from Road-Data (1-888-830-7623) must be issued prior to relocating the structures within the Municipality.**
6. Any/all required Safety Codes Permits (i.e., building, electrical, gas and plumbing) to be in place prior to modifications/ renovations that may be required.
7. Development to conform and meet the requirements of the local Fire and Health Authority.
8. Development to conform and meet the requirements of Alberta Environmental Protection.
9. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. 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 condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
11. Development application is required for new signage placement and to be made under separate application prior to placement.
12. Annual business license from the Town of Drumheller is required.

Second – S. Francis - Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

5.0 OTHER DISCUSSION ITEMS

B. Wiebe noted that there are complaints about our current sign bylaw and we will be reviewing and recommend some changes in the near future. This will coincide with our annual review of the Land Use Bylaw.

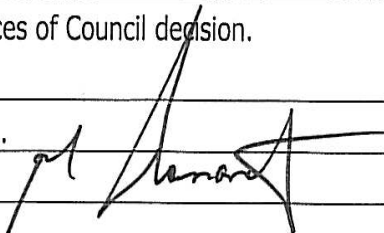
6.0 Adjournment – S. Shoff motion to adjourn at 12.55 pm.

Chairperson

Development Officer



Request for Decision

		Date:	March 11, 2011
Topic:	PALLISER REGIONAL MUNICIPAL SERVICES – REGIONAL COLLABORATION PROGRAM – REGIONAL BYLAW ENFORCEMENT SERVICES PROJECT (EAST CENTRAL ALBERTA)		
Proposal:	<p>At their meeting of March 7, 2011, Councillor Sharel Shoff asked Council to consider whether this program would have any benefit to Drumheller. The regional bylaw enforcement services study was requested by municipal members / shareholders of PRMS as a regional service that should be reviewed and considered due to the small size of the interested municipalities and the local of efficiency of having bylaw enforcement services on an individual municipality basis.</p> <p>A motion is required by each member municipality authorizing the Town of Drumheller to participate.</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

Schedule 2

Regional Bylaw Enforcement Services Project

- Phase 1 Application -

Regional Municipal Service Delivery Investigation

Regional Collaboration Program

*Regional Bylaw Enforcement Services Project -
East Central Alberta*



Agenda Item # 8.1.1

In the following table indicate the monetary contribution to be committed to the activity by each of the municipal participants.

<u>Municipality</u>	<u>Resources Committed</u>
Towns of Castor, Coronation and Oyen	Contributions in-kind to include
Villages of Carbon, Consort, Halkirk, Beiseker,	Municipal Administration and Council time
Cereal, Delia, Empress, Hussar, Morrin, Munson,	involvement on task force, steering
Rockyford, Standard, Youngstown	committees and provision of meeting space.

1. What are the benefits that the project will provide? How significant are these benefits and how do they respond to municipal and regional need?

- development of practical steps to mitigate the lack of bylaw enforcement abilities in participating communities
- maximization of an existing asset to the overall benefit of the Region and Province
- long term sustainable solution for small communities
- direct participation in solving a community service problem by those most affected
- capacity building
- strengthening of community relationships
- development of valid information and possible regional structures to make informed decisions
- identification of issues and concerns that may require further study

The regional bylaw enforcement services study was requested by municipal members/ shareholders of Palliser Regional Municipal Services as a regional service that should be reviewed and considered due to the small size of the interested municipalities and the lack of efficiency of having bylaw enforcement services on an individual municipality basis.

The potential benefits of the phase 1 application are to identify and assess potential options and determine whether the benefits of regional service delivery of bylaw enforcement services outweigh the costs. The study will provide various approaches to service delivery on a regional basis considering various parameters and scope. The results of the study will be reviewed by the interested/ involved municipalities to determine if regional bylaw enforcement should be pursued. If it is decided that there is enough interest to proceed, an implementation program and operations plan will be developed.

Agenda Item # 8.1.1

Regional Bylaw Enforcement Services will be implemented if a cost effective and viable option is developed through the project. As many of the supporting municipalities are small and remote, regional services are often seen as the most viable option to ensure the necessary expertise and abilities are retained to provide critical municipal services. In many cases, the municipal administrator is required to enforce bylaws along with all of the other administration duties and requirements. Bylaw enforcement has the potential to be a cumbersome and time consuming activity and many administrators are finding that they do not have the appropriate time available or level of training to accurately and appropriately provide the service. Regional Bylaw Enforcement Services are intended to remove this added stress from the small community administrator and increase the regional expertise available to those participating.

2. How will project benefits be shared and used to further overall municipal sustainability?

A review of the opportunity for regional bylaw enforcement services will provide the participating municipalities with the ability to discuss municipal issues of mutual concern. If regional bylaw enforcement services are deemed to be viable through the study the service will provide greater efficiencies of municipal operations and increased expertise regionally with qualified bylaw enforcement personnel available to the area municipalities. This will also allow the small community administrators to focus on more important matters critical to the effective operations of the individual municipalities.

3. Explain how the benefits realized will continue beyond the term of the project?

The regional bylaw enforcement services study will develop the basis for a decision on implementation of the project. If implementation proceeds the benefits will be far reaching and long lasting with regional expertise in bylaw enforcement matters and a consistent presence in the communities as described above.

Regional Collaboration Program
Agenda Item # 8.1.1
COUNCIL RESOLUTION

1. "Be it resolved that Council authorizes (Legal Name of the Municipality) to participate in an application for the

"Regional Bylaw Enforcement Services Study Project"

submitted by Palliser Regional Municipal Services Company under the Regional Collaboration component of the Alberta Municipal Affairs Regional Collaboration Program; further

2. That the (Legal Name of the Municipality) if the applicant, agrees to enter into, or as a participant, agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds."

Chief Elected Official or Signing
Officer Duly Authorized by Council

Date



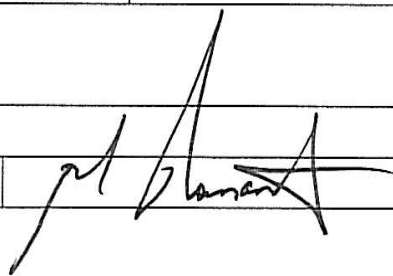
DRUMHELLER

REQUEST FOR DECISION

Agenda Item #8.1.2



Request for Direction

		Date:	March 11, 2011
Topic:	CENTRAL SCHOOL AVAILABILITY		
Proposal:	<p>For Council's consideration:</p> <p>Request from Chris Marion on the availability of Central School.</p> <p>Response from Don Hartman, Facilities Manager, Golden Hill School Division.</p>		
Proposed by:	Chris Marion, representing Community Groups		
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:			
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

From: Raymond Romanetz
Sent: Wednesday, March 09, 2011 11:04 AM
To: Linda Handy
Subject: FW: Fwd: Fw: Availability of Central School

Agenda Item # 8.1.2

From: Chris Marion [<mailto:cmarion4@telus.net>]
Sent: Tuesday, March 08, 2011 5:30 PM
To: sshoff@bytesurfer.ca; Terry; Don Hartman; Raymond Romanetz
Subject: Re: Fwd: Fw: Availability of Central School

Terry, Don, Ray, Sharel:

I'm sorry for the confusion. The Community Gardens Society is not asking to get Central School for \$1, as indicated in a message to Don dated March 3, 2011. Rather I, as a citizen representing many community groups, in a letter to council, urged the town to get the discussion going with Golden Hills about transferring Central School to Drumheller, potentially under the management of the Revitalization Company, of which the town owns 51% of the shares and Community Futures the other 49%. The use of the company for this purpose was discussed between Terry and Wayne Hove, and Terry gave permission for the Company to be an identity for us to work under.

It was my understanding that the municipal government had been offered the school for a nominal price in the past, and could express its interest in it now that it is available again, before it went to tenders.

I am now unclear on the situation, and on the town's position regarding the potential use of Central School as a community centre for Drumheller. I know that due to its current investment in the new Badlands Community Facility, the town is not in a position to spend money on the purchase of a building/property at market value.

Where do we go from here ? What are our options ? It would be a shame to lose the opportunity to make Central School a community centre for all the non-profit groups, clubs, sports, etc to be housed in the same building and to work together on making Drumheller an even better place to live.

Thank you all for your interest and involvement in this project that is so close to many people's hearts.

Chris

At 03:44 PM 08/03/2011, you wrote:

Chris

I am forwarding this message to you for your information. This is what we have just received from Don Hartman.

Sharel

From: Raymond Romanetz
Sent: Wednesday, March 09, 2011 11:02 AM
To: Linda Handy
Subject: FW: Availability of Central School

Agenda Item # 8.1.2

From: Don Hartman [<mailto:Don.Hartman@ghsd75.ca>]
Sent: Monday, March 07, 2011 9:13 AM
To: Corinne Macdonald; Raymond Romanetz
Subject: RE: Availability of Central School

I don't believe that option is available as the School Board passed a motion to sell the school by tender.

Central School (Drumheller)
2011-02-22-356

Moved by Trustee Harries that the Board of Trustees, in accordance with (AR 181/2010) *Disposition of Property*, declares the Central School in Drumheller surplus to its needs, proceeds with the sale of Central School building and property through the tender process, and if necessary because the tender process is unsuccessful, obtains Ministerial approval to list the property with a real estate agent.

This is the current status for Central School. We are waiting for appraisals so that we will have an idea of the value.

Don Hartman
Facilities Manager
Golden Hills School Division #75
(403) 934-5121 ext 2053

From: Corinne Macdonald [CMacdonald@dinosaurvalley.com]
Sent: Thursday, March 03, 2011 11:22 AM
To: Don Hartman
Cc: Raymond Romanetz
Subject: Availability of Central School

Good morning Don;

The Badlands Community Gardens Society has asked if Central School may be available to the Town for \$1.00. Please confirm availability and what the terms would be.

Thanks



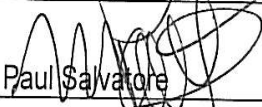
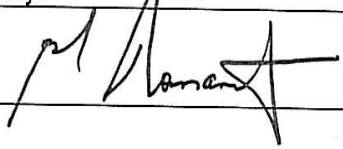
Request for Decision

Date: March 10, 2011	
Topic:	Badlands Community Facility – Fitness Centre Operations
Background:	<p>Following a presentation to the Badlands Community Facility Steering Committee at a meeting which took place on March 9, 2011, the Committee unanimously voted to recommend to Council that:</p> <p>The Fitness portion of the Badlands Community Facility should be operated directly by the Town of Drumheller.</p> <p>The Steering Committee's recommendation enables Council to take the necessary next steps to begin the precise design and layout for the Fitness area, including the selection of fitness equipment and spaces to meet the demands for the future use within the facility.</p> <p>Council should consider the Steering Committee's recommendation while setting the direction for the future operations of the fitness centre. The direction set by council will allow our Architectural firm and Administration to proceed with the necessary planning for the best possible operations of the fitness space within the facility.</p>
Proposed by:	Paul Salvatore
Correlation to Business (Strategic) Plan	Ensures quality of life for our residents Supports Drumheller as a Healthy and safe community
Benefits:	Will allow for the best possible user experience including increased access to all fitness areas of the facility Allows for greater pass sales of all Town Recreation Facilities Will ensure that access to the fieldhouse and fitness areas are administrated through the same access point Greater flexibility for programming of fitness and recreation activities Allows for greater community partnerships Allows the Town to monitor and set quality control for fitness equipment and services
Disadvantages:	Municipality assumes the responsibility for fitness operations

COMMUNITY SERVICES

Telephone: (403) 823-1324

Agenda Item # 8.1.3

Alternatives:	Contract with a 3 rd party		
Finance/Budget Implications:	All financial effects are consistent with the budget and planning assumptions within the 2011 Operating and Capital Budgets		
Operating Costs:	-0-	Capital Cost:	-0-
Budget Available:	-0-	Source of Funds:	User fees
Budget Cost:	-0-	Underbudgeted Cost:	
Communication Strategy:	Advise all stakeholders of the decision. Inform media about the decision and begin marketing activities to support the fitness operation. Progress updates will be reported to Council and the Steering Committee.		
Recommendations:	Whereas: The Badlands Community Facility Steering Committee unanimously recommended to Council to move forward with a municipally operated fitness centre in the Badlands Community Facility, Hereby; Council authorizes Administration to move forward with all necessary steps to support the future municipal operation of the fitness areas within the Badlands Community Facility.		
Report Writer:	 Paul Salvatore	CAO 	
Position:	Director of Community Services		



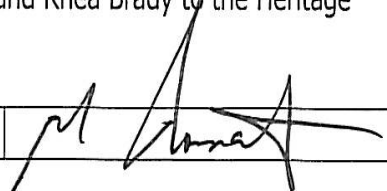
DRUMHELLER

REQUEST FOR DECISION

Agenda Item #8.4.1



Request for Decision

		Date:	March 11, 2011
Topic:	HERITAGE STEERING COMMITTEE		
Proposal:	<p>The Town of Drumheller is seeking two public at large members to sit on the Heritage Steering Committee. The vacancies were advertised and two applications have been received from: Annette Nielsen and Rhea Brady. Administration is recommending that Council approve both appointments.</p> <p>Once the Steering Committee membership has been finalized a Request for Proposals will be prepared for heritage consultants – with input from the Heritage Steering Committee. It is expected that the selection of the consultants would occur by the end of March, 2011, with the majority of the work to begin shortly thereafter.</p>		
Proposed by:	Town Council		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:	Identified within the Municipal Sustainability Plan.		
Recommendations:	That Council appoint Annette Nielsen and Rhea Brady to the Heritage Steering Committee.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 8.4.1



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for Heritage Steering Committee

Date February 15, 2011

Name of Applicant Annette Nielsen

Address [REDACTED] Phone # [REDACTED]

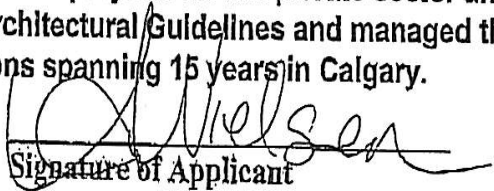
Length of Residency in Town 4 Years

Past Service on Similar Boards

I served on the CHBA By-law Review committee in Calgary 2002-2004; Urban Development Institute (Calgary) Residential planning committee 1995-2003; Friends of Elliston Park Director; Participated in the area structure plan development for NE Calgary; worked with all parties in rezoning and land exchanges in the development of the Saddletowne Commercial Center/LRT/Bus depot and Emergency Services. As well, I had many opportunities to present projects for, as well as to, various Steering Committees.

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

I have, over the past 30 years been employed as management of the Construction, Architecture, Land Survey and Land Development Industry in Calgary. I left Calgary four years ago, bought a Heritage home, and was drawn to Drumheller because of the Heritage Buildings in the downtown core as well as the other amenities. Through my experience in architectural design and development planning, I have a lot of passion for the downtown core that exists in Drumheller of which many planners and developers are attempting to replicate in new or existing subdivisions. I also have spent two years as the program Coordinator for Drumheller Further Education and the Literacy Projects which has made me quite familiar with grant report requirements. I have written many reports, studies and preliminary design proposals for subdivisions as well as architectural projects for the private sector and for Provincial and Federal projects. I wrote the Architectural Guidelines and managed the compliance of the builders for four Subdivisions spanning 15 years in Calgary.


Signature of Applicant

Fax back to (403)823-8006



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for Heritage Inventory Project

Date Feb 10/2011

Name of Applicant Rhea Brady

Address [REDACTED]

Phone # [REDACTED]

Length of Residency in Town On town since June
Out of town - 4 years

Past Service on Similar Boards

Olds Arboriculture, LASARDA in Lethbridge.

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

Very lengthy history of volunteering.
Will be in Drumheller for next 2
decades (at least). Want to get involved.
Can multi-task, willing to fill in anywhere
needed.

Rhea Brady
Signature of Applicant

Fax back to (403)823-8006